

OXFORD TOWNSHIP MEETING
July 7, 2021

The meeting of the Township Committee of Oxford Township was held on July 7, 2021 in the Oxford Township Municipal Building, 11 Green Street, Oxford, NJ and by calling the toll-free number: **(877) 853-5247** and entering the Webinar ID: 820 0630 5477

Notice of time, date, location and agenda of this meeting, to the extent then known was provided at least forty-eight (48) hours prior to the commencement of this meeting in the following manner pursuant to the provisions of Chapter 231 of the law of 1975 “the Open Public Meetings Act”:

- Emailing to the Express Times / Warren County NJ Zoned Edition
- Posting on the Township web-site and Facebook page

In attendance was Gerald Norton, Georgette Miller, and Robert Nyland, Township Committee, Matthew Hall, Township Administrator, John Abromitis, Attorney, and Susan Turner, Deputy Municipal Clerk.

Mayor Norton called the meeting to order at 7:00 PM

Meeting Minutes:

Bob Nyland moved to accept the June 16, 2021 Regular meeting minutes and Executive Session minutes. Seconded by Georgette Miller. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0. Motion passed.

Public Comment on Agenda items: - No comments

Ordinances: 2nd Reading/Public Hearing

Ordinance 2021-09 -Prohibit Overnight Parking

ORDINANCE 2021-09

AN ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF NEW JERSEY AMENDING CHAPTER 91, *VEHICLES AND TRAFFIC*, SECTION 43, *SCHEDULE XV, PARKING PROHIBITED CERTAIN HOURS*, OF THE CODE OF THE TOWNSHIP OF OXFORD TO PROHIBIT OVERNIGHT PARKING OF COMMERCIAL VEHICLES ON MUNICIPAL LOTS AND AMENDING CHAPTER 91 *VEHICLES AND TRAFFIC*, SECTION 2, *VIOLATIONS AND PENALTIES*, IN ORDER TO INCREASE THE MAXIMUM FINE FOR VIOLATIONS

BE IT ORDAINED by the Township Committee of the Township of Oxford that Chapter 91, *Vehicles and Traffic*, Section 43, *Schedule XV, Parking Prohibited Certain Hours*, of the Code of Township of Oxford is hereby amended by adding the following to said Chapter and Section:

Section 1.

Location	Applicability	Regulation
All municipal lots	Commercial Vehicles	6:00p.m. to 6a.m.

BE IT FURTHER ORDAINED that Chapter 91, *Vehicles and Traffic*, Section 2, *Violations and Penalties*, is hereby deleted in its entirety and replaced as follows:

§91-2 Violations and Penalties.

Unless another penalty is expressly provided by New Jersey statute, every person convicted of a violation of a provision of this chapter or any supplement thereto shall be liable to a penalty of not more than \$2500 or imprisonment for a term not exceeding 15 days, or both.

Section 2:

Severability. The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or

invalid by a court of competent jurisdiction, the remainder off this Ordinance shall not be affected thereby.

Section 3:

Repealer. Any ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed as to their inconsistencies only.

Section 4:

Effective Date. This Ordinance shall take effect upon final passage and publication as provided by law.

No public comments. Bob Nyland moved to accept Ordinance 2021-09. Seconded by Georgette and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Matthew Hall will send the Ordinance to the Police Department and the Court.

Ordinances: 1st Reading/Public Hearing

Ordinance 2021-12 – Fence Height / Visibility

ORDINANCE 2021-12

ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF NEW JERSEY AMENDING CHAPTER 340 ZONING SECTION 26 WALLS AND FENCES OF THE CODE OF THE TOWNSHIP OF OXFORD TO REDUCE THE MAXIMUM HEIGHT OF CERTAIN FENCES

BE IT ORDAINED THE OXFORD TOWNSHIP COMMITTEE that Chapter 340, Zoning, Section 26, Walls and Fences, is hereby amended by deleting section A (4) and A(5) in their entirety and replacing as follows:

1. 340-26(A)(4) No fence in any front yard shall exceed a height of 4 feet as measured from the lowest elevation of the finished grade or from the top of the retaining wall. In the case of corner lots, such restrictions shall apply to both street frontages. No fence shall exceed 6 feet in height inside rear yards. Fences shall have a 50% minimum transparency.
2. 340-25(A)(5) Along state highways Route 31, fences up to 6 feet high are permitted in the front or the back yard of single family homes, whichever abuts the road.

Effective Date. This Ordinance shall take effect upon final passage and publication as provided by law.

Bob Nyland moved to accept Ordinance 2021-12. Seconded by Georgette and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Resolutions:

Resolution 2021-38 – Budget Amendment

RESOLUTION 2021-38 TO AMEND BUDGET

WHEREAS, the local municipal budget for the year 2021 was introduced and approved on the 31st of March, 2021 and

WHEREAS, the public hearing on said budget has been held as advertised, and

WHEREAS, it is desired to amend said approved budget, now

THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Oxford, County of Warren, that the following amendments to the approved budget of 2021 be made:

		FROM	TO		
Anticipated Revenues:					
3. Miscellaneous Revenues-Section A Local Revenues:					
Anticipated Utility Operating Surplus		0.00	200,000.00		200,000.00
Total Section A - Local Revenues		65,800.00	265,800.00		200,000.00
3. Miscellaneous Revenues - Section G: Special Items of General Revenue Anticipated with					
Prior Written Consent of Director of Local Government Services - Other Special Items					
Utility Operating Surplus		200,000.00	0.00	(200,000.00)	
Cell Tower Revenue		126,000.00	41,474.38	(84,525.62)	
ARP Funding	0.00	126,753.62	126,753.62		
Total Section G: Special Items of General Revenue Anticipated with					
Prior Written Consent of Director of Local Government Services - Other Special Items					680,238.68
522,466.68	(157,772.00)	(157,772.00)			
		0.00			
Summary of Revenues:					
1. Surplus Anticipated	0.00	0.00	0.00	0.00	
3. Miscellaneous Revenues					
Total Section A: Local Revenues		65,800.00	265,800.00		200,000.00
Total Section B: State Aid without Offsetting Appropriations			0.00	0.00	0.00
Total Section C: Dedicated Uniform Construction Code Fees offset with Appropriations\					0.00
0.00	0.00				
Total Section D: Interlocal Agreements		0.00	0.00	0.00	
Total Section F: Public and Private Revenues			0.00	0.00	0.00
Total Section G: Special Items of General Revenue			680,238.68	522,466.68	
(157,772.00)					
Total Miscellaneous Revenues		1,061,903.68	1,104,131.68	42,228.00	42,228.00
Subtotal General Revenues		1,638,553.13	1,680,781.13	42,228.00	42,228.00
6. Amount to Be Raised By Taxes			1,038,691.00	1,020,463.00	(18,228.00)
7. Total General Revenues		2,677,244.13	2,701,244.13	24,000.00	24,000.00
8. General Appropriations:					
a. Operations Within "CAPS":					
Road Repairs and Maintenance-Other Expenses			40,000.00	64,000.00	24,000.00
	0.00				
	0.00				
Total Operations (Items 8(A) Within "CAPS"			1,064,700.00	1,088,700.00	24,000.00
24,000.00					
b. Contingent		0.00			
Total Operations Including Contingent Within "CAPS"			1,064,700.00	1,088,700.00	
24,000.00 24,000.00					
Salaries and Wages		360,300.00	360,300.00	0.00	0.00
Other Expenses	704,400.00	728,400.00	24,000.00	0.00	
Total General Appropriations For Municipal Purposes Within "CAPS"				1,154,804.00	
1,178,804.00	24,000.00	24,000.00			
(L) Subtotal General Appropriations {Items (h-1) and (o)}			2,352,244.13	2,376,244.13	
24,000.00 24,000.00					

(M) Reserve for Uncollected Taxes	0.00	0.00	0.00	0.00
9. TOTAL GENERAL APPROPRIATIONS	2,677,244.13		2,701,244.13	24,000.00 24,000.00

SEWER UTILITY

10. Dedicated Revenues From Sewer Utility

Operating Surplus Anticipated		247,297.66	187,358.62	(59,939.04)
Sewer Use Charges	0.00	0.00	0.00	
Total Sewer Utility Revenues (59,939.04)	1,377,297.66		1,317,358.62	(59,939.04)

11. Appropriations For Sewer Utility

	0.00			
Salaries and Wages	25,000.00	15,000.00	(10,000.00)	
Deficit in Operations in Prior Years		64,997.66	15,058.62	(49,939.04)
	0.00			
Total Sewer Utility Appropriations (59,939.04)	1,377,297.66		1,317,358.62	(59,939.04)

BE IT FURTHER RESOLVED, that two certified copies of this resolution be filed forthwith in the Office of the Director of Local Government Services for her certification of the local municipal budget so amended.

BE IT FURTHER RESOLVED, that this complete amendment, in accordance with the provisions of N.J.S.A.40A:4-9, be published in the express Times-Warren County Edition in the issue of July 15, 2021, and that said publication contain notice of public hearing on said amendment to be held at Municipal Annex on July 21, 2021 at 7:00 (p.m.).

Mayor Norton stated that the budget was introduced in March but has gone through changes. There is no tax increase with this budget. Bob Nyland moved to accept Resolution 2021-38. Seconded by Georgette and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Resolution 2021-47 – Spring Meadows Restoration

RESOLUTION 2021-47

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING THE AWARD OF A CONTRACT TO SOUTH STATE, INC. FOR THE SPRING MEADOWS RESTORATION PROJECT

WHEREAS, the Township of Oxford advertised for the submission of sealed bids in response to the bid specifications promulgated in connection with the Spring Meadows Restoration Project (“Project”); and

WHEREAS, one response was received from South State, Inc., 202 Reeves Road, Bridgeton, New Jersey 08302 in the amount of \$537,189.35 which includes the base bid, plus bid alternates A and B as set forth in the bid specifications; and

WHEREAS, said response was reviewed by the Township professionals and found to be conforming and a recommendation to award was made by the Township Engineer; and

WHEREAS, the Township Committee desires to award the contract for the above-mentioned services to South State, Inc. and sufficient funds are available as evidenced by the attached certification of funds.

NOW, THEREFORE, BE IT RESOLVED by Township Committee of Oxford, County of Warren, State of New Jersey, that the contract for the Spring Meadows Restoration Project is hereby awarded to South State, Inc. in accordance with its proposal in an amount not to exceed \$537,189.35

One bid was received from South State, Bridgeton, NJ for \$537,189.35 which includes the base bid plus bid alternates A and B. Bob Nyland moved to accept Resolution 2021-47 awarding the restoration project to South State. Seconded by Georgette and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

New Business:

DPW Truck Bid – The truck being bid on is located 5 hours away. Bob Nyland stated transportation companies typically charge \$1,200 to \$1,500 to deliver the truck. Bob Nyland moved to allow up to \$1,800.00 to hire a transportation company to deliver the truck. Seconded by Georgette Miller and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Old Business:

Meeting Venue change – July 21, 2021 will be the last meeting providing Zoom participation.
Copier Lease – Susan Turner stated the contract on the large copier/printer expired January 2020. A proposal was received from ARAE Network. She is waiting for proposals from the previous contractor and a third company.

Township Committee Reports and Correspondence

- Dog Park – Georgette Miller and the volunteer committee discussed property sites, ground covers, and layout. The site must be decided on so the cost of ground cover and fencing can be determined. An area on Mt. Pisgah Road near the Hissim tract and the old playground area by Spring Meadows were considered. A fee of \$10 for Oxford residents, \$15 for non-residents, to primarily cover the cost of dog waste bags, was discussed.
- Events – Cigar & Bourbon Night will be held August 21st. Advertising for the original night was not sent out in time. Georgette stressed to the coordinator that information has to be submitted by Friday.
- Oxford Lake – Mayor Norton stated the revenue for the lake is, as expected, lower than 2020, but 104% higher than 2019, despite being closed at least partially for 13 out of 45 days in the season so far.
- Code Enforcement Officer – Bob Nyland reiterated the need for a dedicated Code Enforcement Officer one or more days per week who could discuss violations with residents before they became a problem. Matt Hall stated he had a conversation with the Chief of Police about a software package that gives police officers immediate access to towns' ordinances. If they see something questionable, they can access the ordinance and discuss it with the resident on site.
- 45 Bush Street – Bob Nyland stated the animal control officer was contacted because of skunks and other animals going in and out of the building. Once the animal control officer confirms all animals are removed, the building can be boarded up for public safety and public health reasons. The material and labor costs can be added to the property lien.
- Resignation – Bob Nyland submitted and read his letter of resignation from the Township Committee effective August 1, 2021.

Township Administrator: No additional information

Township Engineer Report: No report

Township Attorney's Report: No report

Motion to Pay Bills:

Bob Nyland moved to pay all bills presented to and approved by the Committee. Seconded by Georgette Miller and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Reports: No additional reports.

Public Comment: Mr. Ort asked for particular information on Ordinance 2021-12. Mayor Nyland provided information on front and side yard heights and transparency.

Meeting Recap:

Executive Session- No Executive Session

Bob Nyland moved to adjourn the meeting at 7:41 PM. Seconded by Georgette Miller. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Susan Turner, Deputy Clerk