

OXFORD TOWNSHIP MEETING
January 19, 2022

The meeting of the Township Committee of Oxford Township was held on January 19, 2022 in the Oxford Township Municipal Building, 11 Green Street, Oxford, NJ.

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 Linda Koufodontes, Township Committee, Matthew Hall, Township Administrator, Richard Wenner, Township Attorney, Michael Finelli, Township Engineer and Susan Turner, Deputy Municipal Clerk.

Mayor Norton opened the meeting at 7:00 PM

Public Comment on Agenda items: - No comments

Resolutions:

- Resolution 2022-23

RESOLUTION 2022-23
RESOLUTION TO REFUND TAX OVERPAYMENT

WHEREAS, several real property tax payers have overpaid their sewer utility taxes and;

WHEREAS, the Tax Collector has received proof of such payments after correspondence with said property owners;

THEREFORE, BE IT RESOLVED, by the Township Committee, of the Township of Oxford, County of Warren, State of New Jersey, that the Certified Finance Officer is hereby authorized to refund said amount to the property owner.

SEWER#	Name of Owner	Amount	Year	Quarter
9356-0	DeLaCruz, A	\$235.13	2021	4th

Georgette Miller moved to adopt Resolution 2021-23. Seconded by Linda Koufodontes and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0.

- Resolution 2022-24

RESOLUTION 2022-24
REFUND OF TAX OVERPAYMENT

WHEREAS, payment of taxes was made by the closing company-Sunrise Title Services on Block 3 Lot 28 for the fourth quarter of 2021, and

WHEREAS, this has caused an overpayment on Block 3 Lot 28, and

WHEREAS, the closing company, Sunrise Title has requested a refund check be issued,

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Committee authorize the Certified Finance Officer to refund the sum of \$88.85 to Sunrise Title attn: Nicole Fawthrop, 319 Water Street, Belvidere, NJ 07823

Georgette Miller moved to adopt Resolution 2022-24. Seconded by Linda Koufodontes and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0.

- Resolution 2022-25

RESOLUTION 2022-25

**RESOLUTION AUTHORIZING AN ADDENDUM TO THE POLICE SERVICES AGREEMENT
BETWEEN THE TOWNSHIP OF OXFORD AND THE TOWNSHIP OF WASHINGTON**

WHEREAS, The Township of Oxford is desirous of utilizing sworn officers of the Washington Township Police Department for the purposes of local code enforcement; and

WHEREAS, the Oxford Township Administrator and the Washington Township Chief of Police have established the number of hours and hourly rate for the enforcement of local codes of the Township of Oxford pursuant to all applicable salary ordinances of the Township of Washington; and

WHEREAS, the Township Committee of the Township of Oxford desires approximately three (3) hours per week of local code enforcement work to be undertaken; and

WHEREAS, the rate for approximately three (3) hours of local code enforcement per week shall be provided for the sum of FIVE THOUSAND DOLLARS (\$5,000.00) PER ANNUM; and

WHEREAS, the Township Committee of the Township of Oxford and the Township Committee of the Township of Washington shall reserve the right to extend, terminate, or modify this agreement at any time independent and wholly separate from the general police services agreement;

NOW, THEREFORE, BE IT RESOLVED, that the Township of Oxford and the Township of Washington shall enter into an agreement for local code enforcement services as described in the foregoing.

Georgette Miller moved to adopt Resolution 2022-25 subject to the Township Attorney's review and approval. Seconded by Linda Koufodontes and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0.

Old Business:

- Habitability Hearing —6 Hill Street, Block 34 Lot 37 - Rich Wenner stated the property owner, Mohan Bista had emailed his office requesting the hearing be carried to a later date due to Covid-19 in his family and among the contractor and mason. Mr. Bista included photos of work done on the chimney. Georgette Miller moved to carry the hearing to February 16, 2022. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0. Motion passed.
- Habitability Hearing – 84 Mine Hill Road, Block 1.02 Lot 46– Georgette Miller moved to open the hearing. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0. Motion passed. Rich Wenner reminded the property owner, James Hunter he was still under oath. Mr. Hunter stated that the letter he received stated he must show proof of demolition is incorrect. He stated that at the hearing in September he stated that demolition would be completed in late March, early April 2022 by the contractor erecting the new building. Discussion ensued regarding this recollection versus that of the Committee and Attorney, why he didn't contact the attorney or Committee, getting verification

of the demolition date from the contractor, and beginning the bid process for the Township to demolish the building. Mayor Norton moved to carry the hearing to March 16, 2022. Seconded by Linda Koufodontes and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0.

New Business:

- Junior Volunteer Firefighter application – Georgette Miller moved to approve the Junior Volunteer Firefighter application for Michael Parks. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0. Motion passed.
- Garbage and Sewer Rates – PRMUA has increased the Township rates by over \$95,000. Oxford now represents almost 50% of their budget. Mayor Norton is trying to get the PRMUA Board to review the 2004/2005 report showing infiltration that was not acted upon. Based on last year’s collection rate garbage would have to increase to \$258.00 per year and sewer to \$1110 per year to even out the budget. Mayor Norton suggested increasing garbage collection to \$225 per year and sewer to \$950 per year. A final number will be decided at the next meeting after the Committee members’ suggestions are received. Matt Hall stated private garbage collection rates in other towns are much higher.
- Cambridge West Foreclosures – Rich Wenner stated that notices were sent out for 12 out of 28 lots. He will get a timeline of completion for the 12 lots.
- Jim Kyle re-examination of CW – Rich Wenner spoke with Jim Kyle regarding the Cambridge West redevelopment plan. It has been referred to the Planning Board but not yet reviewed by the Board.
- Budget Draft – Mayor Norton stated the sewer and garbage impact the budget. He stated the revenue projections need to include the second cell tower lease payment. He asked Rich Wenner to look into the refund of the September/October rent paid at closing. He asked Rich Wenner to email the attorney regarding Sprint.

Township Committee Reports and Correspondence

- Georgette Miller asked about hosting a Christmas Tree bonfire. Fire Chief Tim White (audience) stated that a permit cannot be issued for a Christmas Tree bonfire, but would be issued for one of logs, branches and/or pallets.
- Linda Koufodontes attended some of the Board of Education rescheduled Re-organization meeting on January 10, 2022. The next meeting will be held virtually on January 20, 2022.
- Linda Koufodontes will attend the next Land Use Board meeting on January 25, 2022.

Township Administrator: Matt Hall stated he met with the Mayor and the CFO regarding the budget. He will work with Rich on the Resolution for the Code Enforcement agreement and he will discuss specific properties with Officer Mancuso. Matt has a personnel matter for Executive Session.

Township Engineer Report: Mike Finelli stated the final bills for the Mine Hill Road project came in and were less than the grant amount. Oxford can petition the state to get other costs reimbursed. The state has granted \$141,000 for the Kent Street project, which is about \$96,000 less than Oxford requested. Discussion regarding splitting the project, tabling it, and different aspects that could be removed were discussed. Matt Hall will check with the CFO regarding funds and bonds. No parking on the corner of Wall Street is being worked on. Mike has seen the fencing at 119 Belvidere Avenue.

Township Attorney’s Report: Rich Wenner stated the Cambridge West foreclosures were moving forward. He received checks from OTI Solar. He has one item for Executive Session.

Motion To Pay Bills:

Georgette Miller moved to pay all bills presented to and approved by the Committee. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Public Comment: Janet DeGeorge, Scranton Parkway, asked about parking along Scranton Parkway. Mayor Norton told her Ordinance 2022-0, which states no parking along Scranton Parkway, including within the cul-de-sac, had a first reading on Jan 5, 2022 and will have the second reading on Feb 2, 2022. Ms. DeGeorge asked about a resident parking in an access easement along Scranton Parkway.

Meeting Recap:

Executive Session:

EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meeting Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances, and

WHEREAS, this public body is of the opinion that such circumstances presently exist. The public shall be excluded from the discussion of any action upon the hereinafter-specific subject matter.

The general nature of the subject matters to be discussed are Attorney/Client privilege, personnel and possible litigation

Georgette Miller moved to enter Executive Session at 8: PM. Seconded by Mayor Norton. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Georgette Miller moved to close Executive Session and reconvene public session at 8: 36 PM. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed

No action was taken during Executive Session.

Mayor Norton moved to. Seconded by Linda Koufodontes and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0.

Mayor Norton moved to adjourn the meeting at 8:37 PM. Seconded by Georgette Miller. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Susan Turner, Deputy Clerk