

OXFORD TOWNSHIP MEETING
December 1, 2021

The meeting of the Township Committee of Oxford Township was held on December 1, 2021 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, and Susan Turner, Deputy Municipal Clerk.

Mayor Norton opened the meeting at 7:03 PM

Meeting Minutes:

Georgette Miller moved to accept the November 15, 2021 regular meeting minutes and Executive Session minutes. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0. Motion passed.

Public Comment on Agenda items: - No comments

Jason Tevis, GSCC Management LLC addressed the Committee. The company has been approved by the state for a cultivation license and will be applying for a manufacturing license. They are interested in property in Oxford for both cultivation and manufacturing. Mr. Tevis has 4 other similar plants throughout the United States. He provided information on and answered questions about several items including the size of the facility, odor, vehicle traffic, security, water consumption, and estimated revenue. In order to proceed with their application to the state a resolution from the town approving the manufacturing of cannabis must be passed.

Mayor Norton moved to approve Resolution 2021-71 Adult Use Cannabis Manufacturing. Seconded by Georgette Miller and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0.

Mayor Norton moved for a 5-minute recess. Seconded by Georgette Miller. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0. Motion passed.

Linda Koufodontes moved to reconvene the meeting at 7:26 PM. Seconded by Georgette Miller. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0. Motion passed.

A signed and sealed copy of Resolution 2021-71 was given to Mr.

Ordinances: 1st Reading/ Public Hearing

- Ordinance 2021-18 Oxford Textile Mill Redevelopment

ORDINANCE NO. 2021-18
ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF
NEW JERSEY ADOPTING THE AMENDED REDEVELOPMENT PLAN FOR OXFORD
TEXTILE MILL REDEVELOPMENT AREA

WHEREAS, on January 19, 2005, the Oxford Township Committee adopted resolution 2005-11 designating the former Oxford Textile Mill properties as an area in need of redevelopment

(the ‘Redevelopment Area’); and
WHEREAS, a Redevelopment Plan entitled “Redevelopment Plan for Oxford Textile Mill Redevelopment Area” was adopted in 2006 and subsequently amended in 2007 (the “Plan”); and
WHEREAS, the Plan was focused on providing residential development opportunities in the Redevelopment Area with the purpose of supporting and growing commercial/business area along Wall Street; and
WHEREAS, the Township Committee desires to leave those residential development opportunities intact while at the same time creating the opportunity for non-residential development which would benefit the community and which reflects a growing trend in the State of New Jersey of encouraging ground-mounted solar photovoltaic development and also the development of certain classes (as those classes are defined in the relevant State Legislation) of cannabis businesses (together, the “New Uses”); and
WHEREAS, the Township’s Planner, Jim Kyle, P.P./A.I.C.P., of Kyle + McManus, Associates was directed to prepare amendments to the Plan to permit the New Uses in the Redevelopment Area (the “Amended Plan”); and
WHEREAS, a true and correct copy of the Amended Plan is attached hereto; and
WHEREAS, N.J.S.A. 40A:12A-7 requires the adoption of the Amended Plan via ordinance upon second reading by the governing body and a public hearing thereon; and
WHEREAS, prior to second reading and public hearing, the proposed Amended Plan must first be referred to the Land Use Board for a review and recommendation of the Amended Plan’s consistency with the Township’s Master Plan; and
WHEREAS, the Amended Plan was referred to the Land Use Board upon first reading of this Ordinance and the Land Use Board conducted its review on November 23, 2021 and recommended the adoption of the Amended Plan by the governing body as being consistent with the Township’s Master Plan and overall development objectives.

NOW THEREFORE BE IT ORDAINED AND ENACTED BY THE OXFORD TOWNSHIP COMMITTEE that the Amended Redevelopment Plan for Oxford Mill Textile Redevelopment Area dated November 3, 2021, which is attached hereto and incorporated herein, is hereby adopted.

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

NOTICE is hereby given that the foregoing Ordinance was introduced to pass on first reading at a regular meeting of the Committee of the Township of Oxford held on December 1, 2021, at 7:00 PM and ordered published in accordance with the law. Said Ordinance will be considered for final reading and adoption at a special meeting of the Township Committee to be held on December 22, 2021, at 7:00 PM, or as soon thereafter as the Township Committee may hear this Ordinance at the Municipal Building, 11 Green Street, Oxford, New Jersey, at which time all persons interested may appear for or against the passage of said Ordinance.

Georgette Miller moved to accept Ordinance 2021-18. Seconded by Linda Koufodontes and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0.

Resolutions:

- Resolution 2021-66 Municipal Alliance

RESOLUTION 2021-66
Governor’s Council on Alcoholism and Drug Abuse
Fiscal Grant Cycle October 2020-June 2025

FORM 1B

WHEREAS, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Town Council of the Township of Oxford County of Warren, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Town Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Town Council has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Warren;

NOW, THEREFORE, BE IT RESOLVED by the Township of Oxford, County of Warren, State of New Jersey hereby recognizes the following:

1. The Town Council does hereby authorize submission of a strategic plan for the Oxford Municipal Alliance grant for fiscal year 2023 in the amount of:

DEDR	\$1,508.00
Cash Match	\$377.00
In-Kind	\$1,131.00

2. The Town Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

Georgette Miller moved to approve Resolution 2021-66. Seconded by Linda Koufodontes and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0.

- Resolution 2021-67 Certification of Annual Audit

RESOLUTION 2021-67
GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2020 has been filed by a Registered Municipal Accountant with the Borough Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled “Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled “Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Governing Body of the Township of Oxford, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Linda Koufodontes moved to accept Resolution 2021-67. Seconded by Georgette Miller and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0.

- Resolution 2021-70 Budget Transfer

RESOLUTION 2021-70

WHEREAS, N.J.S.A. 40A:4-58 provides that Budget transfers may be made during the last two months of the fiscal year; and

WHEREAS, there has been determined a need for such transfers;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Oxford, County of Warren, State of New Jersey that the following transfers be made:

Description	TO	FROM
Audit Services-OE	9,000.00	
Legal Services OE	30,000.00	
Planning Board-OE	1,000.00	
Planning Board-Legal	500.00	
General Liability Insurance	25,000.00	
Snow Removal	4,300.00	
Gasoline	1,500.00	
Health Insurance OE		25,300.00
Electricity-OE		10,000.00
Solid Waste Disposal		15,000.00
Streets and Roads OE		21,000.00
	\$71,300.00	\$71,300.00

Georgette Miller moved to approve Resolution 2021-70. Seconded by Linda Koufodontes and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0.

- Resolution 2021-72 Mason Dump Truck Purchase

RESOLUTION 2021-72

RESOLUTION AUTHORIZING THE EMERGENCY PURCHASE OF 2022 RAM 4500 CHASSIS CAB

WHEREAS, the Township Committee of the Township of Oxford is urgent need of an additional mason dump for the purposes of snow removal and other ancillary tasks: and

WHEREAS, the Township Committee of the Township of Oxford planned for the purchase of the aforesaid vehicle in advance by passing Bond Ordinance 2021-15; and

WHEREAS, due to the ongoing COVID-19 Pandemic and the supply chain problems resulting therefrom, specifically the microchip shortage affecting the production of new vehicles; and

WHEREAS, this could affect the immediate health, safety or welfare to the public under N.J.S.A. 40A:11-6; and

WHEREAS, the Department of Public Works Supervisor has located a suitable vehicle locally which is available for immediate delivery; and

WHEREAS, the Department of Public Works Supervisor recommend the purchase of an emergency pursuant to N.J.S.A. 40A:11-6.1 et seq; and

WHEREAS, the Township Committee of the Township of Oxford wishes to authorize the purchase of this vehicle on an emergency basis due to an urgent need to maintain an appropriate state of readiness at the onset of the 2021-2022 winter season; and

WHEREAS, the CFO has certified that the funds for purchase are available in account # 04-215-55-021-015;

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Oxford, County of Warren, State of New Jersey, that the Township does hereby authorize the purchase of the subject truck listed below from the subject vendor listed below in a total amount not to exceed SEVENTY-TWO THOUSAND DOLLARS (\$72,000.00).

2022 RAM 4500 CHASSIS CAB
VIN: 3C7WRLAL3NG112615

ROSSI CHRYSLER JEEP DODGE RAM
410 NJ-31 S
WASHINGTON, NJ 07882

Linda Koufodontes moved to accept Resolution 2021-72. Seconded by Georgette Miller and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0.

New Business:

- Corrective Action Plan 2020- Adopted with Resolution 2021-67
- Sewer rates for 2022 – Mayor Norton stated the final numbers were received and the Township will be charged an additional \$95,000.00 due to increased flow. He feels strongly that the increase is due to infiltration. A 30-day study done in 2004 supported this but it was ignored by the PRUMA

Commission. Mayor Norton wants the Commission to pay for a new study or at least new flow meters.

- Mason Dump for DPW – purchase approved with Resolution 2021-72
- Scranton Parkway – Parking discussion – Mayor Norton is waiting for a report from Washington Police Department Lieutenant Smith, who could not attend this meeting. Mayor Norton stated that the DPW Supervisor recommended no parking be allowed along the entire road. Mayor Norton asked EMS Captain Peggy Hissim (audience) to send him her recommendation.

Old Business:

- Habitability Hearing – 84 Mine Hill Road, Block 1.02 Lot 46 – Mayor Norton moved to reopen the habitability hearing. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed. Rich Wenner stated that a copy of the demolition permit was sent to Oxford prior to this meeting. No demolition timeframe has been imposed. Georgette Miller moved to carry the hearing to January 19, 2022. Seconded by Linda Koufodontes and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.
- Habitability Hearing – 6 Hill Street, Block 34 Lot 37 – Linda Koufodontes moved to reopen the habitability hearing. Seconded by Georgette Miller. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed. Rich Wenner reminded Mr. Mohan Bista, property owner, that he was still under oath. Mr. Bista presented a demolition permit for the chimney and an electrical/mechanical permit for the boiler. Mr. Bista stated that the plumber will begin installing the boiler when the chimney work is done. He is expected to start next week. Georgette Miller moved to carry the hearing to January 19, 2022. Seconded by Linda Koufodontes and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.
- Overnight Parking Ordinance – Mayor Norton asked Rich Wenner to revise the Commercial Overnight Parking Ordinance to allow towing a vehicle.

Township Committee Reports and Correspondence

- Christmas Festival – Georgette Miller stated the event went well. The cold weather caused many people and some vendors to leave early. The ice sculpting was a hit and the event came in under budget.

Township Administrator: Matt Hall has been in discussion with the Washington Township Police Chief regarding the Code Enforcement officer.

Matt spoke with the Animal Control Officer regarding the lean-to feeding/shelter area set up in a resident's front yard. The ACO visited the residence and told the occupants the shelter was not allowed and had to be removed.

Matt spoke with NJ American Water about having the Oxford Municipal Building connected to their system. NJ American Water will set up the vault and meter at the Route 31 line. Oxford will be responsible for running pipe from there to the building. He will speak with Mike Finelli about the cost of running the pipe.

Township Engineer Report: No report.

Township Attorney's Report: Rich Wenner stated he received an email from Nassau Capital regarding Cambridge West. The agreement is being finalized but it includes additional lots. He is working with Jim Kyle. Rich has items 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.

Reports:

Public Comment: No comments

Meeting Recap: Matt Hall will work with the Police Chief on code enforcement.
Rich Wenner will revise the Commercial Overnight Parking Ordinance for the Jan 5, 2021 meeting.

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 contractual.

Georgette Miller moved to enter Executive Session at 8:08 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: 34 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 authorize payment of \$7,500.00 to Nassau Capital from the Cambridge West developer's escrow account. 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 8:35 PM. Seconded by Georgette Miller. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Susan Turner, Deputy Clerk