

OXFORD TOWNSHIP MEETING
March 16, 2022

The meeting of the Township Committee of Oxford Township was held on March 16, 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 7:04 PM

Meeting Minutes:

Georgette Miller moved to accept the February 16, 2022 regular meeting and Executive Session minutes. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0. Motion passed.

Georgette Miller moved to accept the March 2, 2022 regular meeting minutes. Seconded by Linda Koufodontes. Ayes: 2, Nays: 0, Abstain: 1. Absent: 0. Motion passed

Public Comment on Agenda items: - Margaret Bray, Residents and business owners on Wall Street are not in favor of Ordinance 2022-03 Prohibiting parking on Wall Street as it would impact the customers, many of whom are elderly. Discussion covered, but was not limited to, handicapped parking, safety issues, accidents, parking in rear lot, a stop sign, reducing the speed limit, no left turn out of Allen, and marking out parking spots. Mayor Norton stated since the town has been notified of potential risks and has received many complaints, they are obliged to address the situation. He will meet with residents and business owners to discuss the issue further.

Ordinances – 1st Reading/ Public Hearing
Ordinance 2022-04 COLA

ORDINANCE 2022-04
CALENDAR YEAR 2022

MODEL ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year’s final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Governing Body of the Township of Oxford in the County of Warren finds it advisable and necessary to increase its CY 2022 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Township of Oxford hereby determines that a 1.0 % increase in the budget for said year, amounting to \$ 11,788.04 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Township of Oxford hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Governing Body of the Township of Oxford, in the County of Warren, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2022 budget year, the final appropriations of the Township of Oxford shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$41,258.14, and that the CY 2022 municipal budget for the Township of Oxford be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Linda Koufodontes moved to accept Ordinance 2022-04. Seconded by Georgette Miller and passed unanimously on a roll call vote. Ayes: 3, Nays: 0, Abstain:0, Absent: 0.

Ordinance 2022-05 Sewer fees range

ORDINANCE 2022-05

ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN AND STATE OF NEW JERSEY AMENDING CHAPTER 260, SEWERS, SECTION 17, ANNUAL USER FEE, OF THE CODE OF THE TOWNSHIP OF OXFORD IN ORDER TO ESTABLISH A RANGE OF \$700 TO \$1500 PER EDU

BE IT ORDAINED by the Township Committee that Chapter 260, *Sewers*, Section 17, *Annual User Fee*, subsection C is deleted in its entirety and replaced as follows:
260-17(C) User charge per EDU.

The annual user charge per equivalent dwelling unit (EDU) for users in both Oxford Township and Washington Township shall be within a range of \$700 to \$1500. The Township Committee shall, on an annual basis, adopt a resolution setting the specific charge per EDU for that year for users within Oxford Township and shall also establish the specific charge per EDU for users within Washington Township.

Section 2: Severability

Any article, section, paragraph, subsection, clause, or other provision of the Code of the Township of Oxford inconsistent with the provisions of this ordinance is hereby repealed to the extent of such inconsistency

Section 3: Repealer

If any section, paragraph, subsection, clause, or provision of this ordinance shall be adjudged by a court of competent jurisdiction to be invalid, such adjudication shall apply only to section, paragraph, subsection, clause, or provision so adjudged, and the remainder of this ordinance shall be deemed valid and effective.

Section 4: Effective Date

This ordinance shall take effect after final passage and publication as provided by law.

Linda Koufodontes moved to approve Ordinance 2022-05. Seconded by Georgette Miller and passed unanimously on a roll call vote. Ayes: 3, Nays: 0, Abstain:0, Absent: 0.

Ordinance 2022-06 Garbage fees range

ORDINANCE 2022-06

ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN AND STATE OF NEW JERSEY AMENDING CHAPTER 280, *SOLID WASTE; RECYCLING*, SECTION 3, *COLLECTION AND FEES*, OF THE CODE OF THE TOWNSHIP OF OXFORD IN ORDER TO ESTABLISH AN ANNUAL RANGE OF \$200 TO \$500

BE IT ORDAINED by the Township Committee that Chapter 280, *Solid Waste; Recycling*, Section 3, *Collection and Fees*, subsection C is deleted in its entirety and replaced as follows: 280-3(C). Fees.

Each occupant, which term shall not include churches, Oxford public school, Oxford Fire Department or Oxford Emergency Squad as that term is defined herein, from whom garbage, refuse or rubbish is collected by the Township of Oxford, shall pay to the Township the following sums for solid waste removal:

- 1) The annual range for fees for solid waste collection for both residential and commercial (per dumpster/per occurrence) shall be \$200 to \$500. The specific fee for residential and commercial users shall be established annually by resolution of the Mayor and Committee.

Section 2: Severability

Any article, section, paragraph, subsection, clause, or other provision of the Code of the Township of Oxford inconsistent with the provisions of this ordinance is hereby repealed to the extent of such inconsistency

Section 3: Repealer

If any section, paragraph, subsection, clause, or provision of this ordinance shall be adjudged by a court of competent jurisdiction to be invalid, such adjudication shall apply only to section, paragraph, subsection, clause, or provision so adjudged, and the remainder of this ordinance shall be deemed valid and effective.

Section 4: Effective Date

This ordinance shall take effect after final passage and publication as provided by law.

Linda Koufodontes moved to approve Ordinance 2022-06. Seconded by Georgette Miller and passed unanimously on a roll call vote. Ayes: 3, Nays: 0, Abstain:0, Absent: 0.

Ordinances – 2nd Reading/Public Hearing

Ordinance 2022-03 – Prohibit Parking on Wall Street

ORDINANCE 2022-03

AN ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN AND STATE OF NEW JERSEY AMENDING CHAPTER 91, *VEHICLES AND TRAFFIC*, SECTION 41,

**SCHEDULE XIII, *PARKING PROHIBITED AT ALL TIMES*, TO INCLUDE WALL STREET
BETWEEN WASHINGTON AVENUE AND ALLEN AVENUE**

Section 1:

BE IT ORDAINED, by the Township Committee of the Township of Oxford, County of Warren and State of New Jersey, that Chapter 91, *Vehicles and Traffic*, Section 41, Schedule XIII, *Parking Prohibited at All Times*, is hereby amended by adding the eastbound section of Wall Street between Washington Avenue and Allen Avenue consisting of +/- 220 linear feet.

BE IT FURTHER ORDAINED that in addition to the penalty provision set forth in §91-2 of the Code, any vehicle parked in violation of Chapter 91, Section 41 shall be subject to towing by the appropriate enforcing agency.

Section 2: Severability

Any article, section, paragraph, subsection, clause, or other provision of the Code of the Township of Oxford inconsistent with the provisions of this ordinance is hereby repealed to the extent of such inconsistency

Section 3: Repealer

If any section, paragraph, subsection, clause, or provision of this ordinance shall be adjudged by a court of competent jurisdiction to be invalid, such adjudication shall apply only to section, paragraph, subsection, clause, or provision so adjudged, and the remainder of this ordinance shall be deemed valid and effective.

Section 4: Effective Date

This ordinance shall take effect after final passage and publication as provided by law

Georgette Miller moved to table Ordinance 2022-03 indefinitely. Seconded by Linda Koufodontes and passed on a unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Resolutions

**Resolution 2022-28 Redevelopment Investigation Authorization Cambridge West
RESOLUTION 2022-28**

RESOLUTION AUTHORIZING AND DIRECTING THE LAND USE BOARD OF THE TOWNSHIP OF OXFORD TO UNDERTAKE A PRELIMINARY INVESTIGATION TO DETERMINE WHETHER A CERTAIN AREA WITHIN THE TOWNSHIP CONSTITUTES A “CONDEMNATION AREA IN NEED OF REDEVELOPMENT”

WHEREAS, pursuant to N.J.S.A. 40A:12A-6, the governing body of the Township of Oxford ("Township") is authorized to direct the Land Use Board of the Township of Oxford ("Land Use Board") to undertake a preliminary investigation in order to determine whether a certain area within the Township would qualify as condemnation area in need of redevelopment pursuant to the criteria set forth in N.J.S.A. 40A:12A-5; and

WHEREAS, the Legislature amended the Local Redevelopment and Housing Law on September 6, 2013 to expand and clarify various provisions of same; and

WHEREAS, as a provision of the amendment to N.J.S.A. 40A:12-6, the Legislature has directed that the resolution authorizing the planning board to undertake a preliminary investigation shall state whether the redevelopment area determination shall authorize the municipality to use all those powers provided by the Legislature for use in a redevelopment area other than the use of eminent domain (“Non-Condemnation Redevelopment Area”) or whether the redevelopment area determination shall authorize the municipality

to use all those powers provided by the Legislature for use in a redevelopment area, including the powers of eminent domain (“Condemnation Redevelopment Area”); and

WHEREAS, the Township of Oxford intends to use all the powers provided by the Legislature for use in a redevelopment area, and specifically, the Township of Oxford may utilize the power of eminent domain; and

WHEREAS, the Township Committee desires the Land Use Board to conduct such a preliminary investigation relative to certain properties located within the Township, more specifically identified as Block 26, Lots 80, 80.01, 84.01 and 84.02, Block 27, Lots 127, 137, 141, 142, 143, 144, 145, 146, 147 and 148, Block 28, Lots 1, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 17 and 26 and Block 29, Lots 1, 2, 3, 4, 7, 8, 9, 10, 11, 12, 14, 16, 18, 21, 22, 28 and 36 as shown on the Official Tax Map of the Township of Oxford (the "Properties"); and

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Oxford, they being the Governing Body thereof, as follows:

1. The Land Use Board of the Township of Oxford is hereby directed to conduct a preliminary investigation to determine whether the aforementioned properties, or any portions thereof, constitute a condemnation area in need of redevelopment according to the criteria set forth in N.J.S.A. 40A:12A-5;
2. The Land Use Board of the Township of Oxford is hereby directed to conduct a preliminary investigation of the aforementioned Property, in accordance with the requirements set forth in N.J.S.A. 40A: 12A-6, more specifically, to prepare a map showing the boundaries of the potential condemnation area in need of redevelopment and locations of the various parcels of property included therein, with a statement setting forth the basis for the investigation appended to the map; to specify a date for a public hearing for the purpose of hearing persons who are interested in, or would be affected by, the determination that the delineated area is a condemnation area in need of redevelopment; to give notice of said hearing pursuant to the hearing notice requirements set forth in N.J.S.A. 40A:12A-6(b)(3); to hear and receive into the record any objections to such a determination that the proposed property be designated an area in need of redevelopment; and
3. After completing its hearing on the matter, the Land Use Board shall recommend that the delineated area, or any part thereof, be determined, or not be determined, by the Municipal Governing Body to be a condemnation area in need of redevelopment.

BE FURTHER IT RESOLVED that this resolution shall take effect immediately.

Georgette Miller moved to accept Resolution 2022-28. Seconded by Linda Koufodontes and passed on a unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0 Absent: 0.

Resolution 2022-29 Redeemed Liens

RESOLUTION 2022-29

RESOLUTION FOR REDEEMED LIENS

WHEREAS, several real property tax payers have redeemed liens held against their property taxes and;

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

NOW, THEREFORE BE IT RESOLVED that the Township Committee, of the Township of Oxford, County of Warren, State of New Jersey, hereby authorizes the Certified Finance Officer to release the amount specified to the lienholders listed below.

Block	Lot	Name of Owner	Amount	Premium	Lienholder
33.04	1	POINTER, T	\$1024.19	\$1300.00	PROCAP
33	4	ECOL MITIG	\$183825.32	\$100.00	BERIL LLC

Georgette Miller moved to accept Resolution 2022-28. Seconded by Linda Koufodontes and passed on a unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0 Absent: 0.

**Resolution 2022-30 Budget Introduction
RESOLUTION 2022-30**

2022 Municipal Budget					
of the Township of Oxford, County of Warren for the fiscal year 2022					
Revenues and Appropriations Summaries					
Summary of Revenues			Anticipated		
			2022		2021
1. Surplus			\$		\$
			617,952.36		351,649.45
2. Total Miscellaneous Revenues			\$		\$
			895,759.62		1,112,006.85
3. Receipts from Delinquent Taxes			\$		\$
			225,000.00		225,000.00
4. a) Local Tax for Municipal Purposes			\$		\$
			1,020,463.00		1,020,463.00
b) Addition to Local District School Tax					
c) Minimum Library Tax					
Total Amount to be Raised for					
Support of Municipal Budget			\$		\$
			1,020,463.00		1,020,463.00
Total General Revenues			\$		\$
			2,759,174.98		2,709,119.30
Summary of Appropriations			2022 Budget		Final 2021 Budget
1. Operating Expenses:					
Salaries and Wages			\$		\$
			394,245.00		360,300.00
Other Expenses			\$		\$
			1,569,440.98		1,561,316.04

2. Deferred Charges & Other Appropriations		\$	\$
		89,889.00	90,104.00
3. Capital Improvements		\$	\$
		146,000.00	141,300.00
4. Debt Service (Included for School)		\$	\$
		218,600.00	231,099.26
5. Reserve for Uncollected Taxes		\$	\$
		340,000.00	325,000.00
Total General Appropriations		\$	\$
		2,758,174.98	2,709,119.30
Total Number of Employees		F/T 3 & P/T 15	F/T 2 & P/T 15
2022 Dedicated Sewer Utility Budget			
Summary of Revenues		2022	2021
1. Surplus		\$	\$
		245,463.65	187,358.62
2. Rents		\$	\$
		984,000.00	1,130,000.00
3. Miscellaneous Rents			
4. Miscellaneous			
Total Revenue		\$	\$
		1,229,463.65	1,317,358.62
Summary of Appropriations		2022	Final 2021 Budget
1. Operating Expenses:			
Salaries and Wages		\$	\$
		30,000.00	15,000.00
Other Expenses		\$	\$
		1,025,500.00	995,500.00
2. Capital Improvements			
3. Debt Service		\$	\$
		47,117.65	75,800.00
4. Deferred Charges & Other Appropriations		\$	\$
		46,846.00	31,058.62
5. Surplus (General Budget)		\$	\$
		80,000.00	200,000.00
Total General Revenues		\$	\$
		1,229,463.65	1,317,358.62
Balance of Outstanding Debt			
		General	Sewer Utility
Bond Interest		\$	\$
		3,336.26	1,157.49
Bond Principal		157,000.00	47,117.65
Bond Anticipation Notes		620,687.00	

Bonds Authorized but not Issued		1,186,000.00			
Outstanding		\$ 1,967,023.26	\$ 48,275.14	\$ -	
Notice is hereby given that the budget and tax resolution was approved by the Mayor and Committee of the Township of Oxford, County of Warren, on, March 16, 2022.					
A hearing on the budget and tax resolution will be held at the Municipal Building on April 20, 2022 at 7:00 o'clock p.m. at which time and place objections to the Budget and Tax Resolutions for the year 2022 may be presented by taxpayers or other interested persons.					
Copies of the budget are available in the Office of the Clerk at the Municipal Building 11 Green Street, Oxford, New Jersey, (908) 453-3787 Monday, Wednesday and Friday during the hours of 8:30 a.m. to 4:30 p.m.					

Georgette Miller moved to accept Resolution 2022-30. Seconded by Linda Koufodontes and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

New Business:

- Warren County Conservancy Trust Fund Committee – The Committee received a request to appoint a member to the Trust Fund Committee for a 2-year term. Linda Koufodontes moved to appoint Georgette Miller. Seconded by Mayor Norton and approved on a unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0 Absent: 0.
- Proclamation – Older Americans Month – The Committee acknowledged the proclamation.

Old Business:

- Habitability Hearing – 6 Hill Street Block 34, Lot 37 – Notice of the hearing continuation change of date from March 2, 2022 to March 16, 2022 was not sent to the property owner. Rich Wenner will send a notice to the property owner that the hearing will continue on April 6, 2022.
- Habitability Hearing – 84 Mine Hill Road, Block 1.01, Lot 46 – Mayor Norton stated that the building has been demolished. Mayor Norton moved to dismiss the habitability hearing. Seconded by Georgette Miller. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion approved.
- Library - \$3000 previously allotted to the library has been removed from the budget.
- Cell Tower – The CFO confirmed the refund check for the fall 2021 rent payment has not been received. Rich Wenner will contact the owner regarding the refund payment
- Axford Avenue/Green Street Alley – A letter to residents along Axford Avenue and Green Street explaining the vacating of the alley was not sent out. Mayor Norton asked Matt Hall to draft the letter.
- In Rem Foreclosure 45 Bush Street – Mayor Norton received a call from an appraiser looking at 45 Bush Street. He told the caller about the demolition order and liens on the property. Rich Wenner will review the dates of the In Rem Foreclosure proceedings to determine when it will be finalized.

- Lake passes for PTA Tricky Tray – Georgette Miller asked Susan Turner to print Family and Day passes sent by the Lake Director for the Oxford Central PTA Tricky Tray fundraiser.

Township Committee Reports and Correspondence

-Linda Koufodontes attended the Board of Education meeting in person on March 10, 2022. The budget was reviewed. There was a 5.4% (\$167,000) decrease in state funds. The curriculum has been added back to the website and the website is now ADA compliant.

Township Administrator – Matt Hall stated he has met with Officer Pantuso regarding code violations.

Township Engineer Report – Mike Finelli stated the last of the work to be done in Spring Meadow is scheduled for the end of the month. JCP&L replaced the light pole. Donna Becker reviewed the Kent Street project and made changes that bring the cost down to \$149,000. The grant is \$141,000. Mike distributed a breakdown of expected costs and stated some of the items are not co-op and will have to go to bid. This could result in higher costs than expected. Mayor Norton moved to authorize Mike Finelli’s firm to move forward with the Kent Street project. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain:0, Absent:0. Motion approved.

Mike stated he was notified today that the third round of HDSRF funds were approved. He will have more information tomorrow.

Township Attorney’s Report – Rich Wenner had two Ordinances for first reading/public hearing. See entries in Ordinances – 1st Reading/Public Hearing section of minutes. Rich has items for Executive Session.

Motion To Pay Bills:

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

Reports: No reports.

Public Comment: No comments

Meeting Recap: Rich Wenner will review In Rem Foreclosure dates on 45 Bush Street.

Rich Wenner will send out a habitability hearing notice to Mohan Bista, the owner of 6 Hill Street, Block 34 Lot 37.

Susan Turner will print Lake passes.

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 Redevelopment and Contractual.

Linda Koufodontes moved to enter Executive Session at 8:13 PM, seconded by Georgette Miller. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Mayor Norton moved to end Executive Session and resume public session at 8:39 PM. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Linda Koufodontes moved to adjourn the meeting at 8:40 PM. Seconded by Georgette Miller. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Susan Turner, Deputy Clerk