

OXFORD TOWNSHIP MEETING
April 20, 2022

The meeting of the Township Committee of Oxford Township was held on April 20, 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 April 6, 2022 regular meeting minutes. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed

Public Comment on Agenda items: - No comments

Ordinances: 1st Reading/ Public Hearing – No ordinances for 1st reading

Ordinances: 2nd Reading/ Public Hearing - No ordinances for 1st reading

Resolutions:

Resolution 2022-30 Budget – 2nd Reading/Public Hearing

2022 Municipal Budget					
of the Township of Oxford County of Warren for the fiscal year 2022					
Revenues and Appropriations Summaries					
			Anticipated		
Summary of Revenues			2022	-	2021
<u>1. Surplus</u>	-		\$ 617,952.36	-	\$ 351,649.45
<u>2. Total Miscellaneous Revenues</u>	-		\$ 895,759.62	-	\$ 1,112,006.85
<u>3. Receipts from Delinquent Taxes</u>			\$ 225,000.00	-	\$ 225,000.00
<u>4. a) Local Tax for Municipal Purposes</u>			\$ 1,020,463.00	-	\$ 1,020,463.00
<u>b) Addition to Local District School Tax</u>			-	-	-

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.

Resolution 2022-37

RESOLUTION 2022-37

RESOLUTION OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN AND STATE OF NEW JERSEY AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE WARREN COUNTY PCFA CONCERNING COVANTA ENERGY

WHEREAS, the Township of Oxford is a signatory to a Host Community Agreement by and between the Township of Oxford, the Warren County PCFA and Covanta Energy; and

WHEREAS, the parties have agreed to terminate the Host Community Agreement; and

WHEREAS, the Township of Oxford and the Warren County PCFA have agreed to enter into a successor Agreement; and

WHEREAS, the Agreement has been drafted and is attached to the form hereto; and

WHEREAS, the Township Committee desires the authorization the execution of same; and

NOW THEREFORE BE IT RESOLVED by the Township Committee, Township of Oxford, County of Warren, State of New Jersey, that the mayor is hereby authorized and directed to execute an Agreement with the Warren County PCFA in a form attached hereto and as described hereinabove.

Mayor Norton moved to accept Resolution 2022-37. Seconded by Georgette Miller and passed unanimously on roll call vote. Ayes:3, Nays:0, Abstain:0, Absent:0.

New Business:

-45 Bush Street – The property owner of 45 Bush Street attended the last meeting and provided estimates of work to be done, an appraisal and bank information. The bank will provide a mortgage if the Township’s Demolition order is discharged. Rich Wenner suggested an agreement with the owner moving the demolition order into escrow until all liens are paid and permits are pulled. The demolition order could be discharged after these conditions are met.

-Cannabis – Mayor Norton stated he received a proposal from a cannabis grower/manufacturer who is interested in property in Oxford. They will meet next week to look at properties.

-Public Advertising – Mayor Norton received a call from a resident who states she cannot locate Oxford’s public advertising in the Express Times. Susan Turner explained that the meeting dates are published at the beginning of the year and ordinances as they occur. All items sent for publication have been verified as published by The Express Times’ affidavits. Susan will provide information to Mayor Norton.

-Oxford Lake – Georgette Miller distributed product pricing lists of inflatables for the Lake to the Committee. She is interested in a 3 person slide and a Rocket Jr. “seesaw”. Life jackets are \$29.99 each. Use of the inflatables will be limited to 10 years old and older, up to 3 people on the slide and 4 people on the Rocket Jr. at a time. Mayor Norton requested a written proposal from the inflatables company. Matt Hall will contact the Township’s insurance provider for protocol and waivers.

-Oxford Lake employees – Linda Koufodontes moved to hire the staff for Oxford Lake as recommended by the Lake Director. Seconded by Georgette Miller. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Old Business:

-Municipal Building Security System – Matt Hall will speak with ARAE Network.

-Wall Street Parking – Mayor Norton spoke with business owners and residents along Wall Street regarding parking. The current parking signs in the area are confusing and need to be corrected. The Committee requested Mike Finelli conduct a line-of-sight study to the left out of Allan Avenue. Mayor Norton asked the Committee to bring all ideas regarding parking and safety to the table at the next meeting.

Township Committee Reports and Correspondence

-Linda Koufodontes attended the Board of Education meeting in person. 15 students applied to Warren County Vocational School. 12 were accepted. Enrollment is up slightly. The budget meeting will be held April 28th.

-Georgette Miller said Oxford Lake will be opening in a few weeks. Two Eagle Scout Leadership Projects approved at the Lake are in the fundraising phase. Early on-line signups are being worked on.

Township Administrator:

-Library – Matt Hall stated the Washington Borough Historical Society is interested in the Oxford Library building. They will have more information for Matt after their next meeting

Mayor Norton asked Matt to email Officer Pantuso for an update on properties. Mike Finelli will get the Belvidere Avenue property file to Matt to pass on to Officer Pantuso.

Township Engineer Report: Mike Finelli stated the Spring Meadow contractor said the work will be done next week. He reminded the contractor to give the town adequate notice of when they will be working.

The Kent Street project is moving forward.

Mike confirmed the county owns the pressurized line beneath Jensen Drive and will retain ownership.

Township Attorney's Report: Rich Wenner stated PRMUA responded yesterday to the OPRA request. Cambridge West developer will be at the May 4, 2022 Committee meeting, as will Jim Kyle, Township Developer.

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: No comments

Meeting Recap: Mike Finelli will set up Line of Sight Study at Allen Avenue. Matt Hall will contact Officer Pantuso regarding code violation report. Rich Wenner will contact the Warren County attorney regarding the Popinko property.

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 PRMUA.

Georgette Miller moved to enter Executive Session at 8:00 PM, seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Georgette Miller moved to end Executive Session and resume public session at 8:17 PM. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.
No action was taken during Executive Session.

Georgette Miller spoke with a resident of 27 Kent Street. Due to blockage in a water run off area by their property, water has run into their garage. The Township has a right of way through this area. The resident believes the Township should be responsible for damages. Discussion covered possible removal of blockage, property lines and abandoning the right of way/paper street. Georgette will contact the resident.

Georgette Miller moved to adjourn the meeting at 8:28 PM. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Susan Turner, Deputy Clerk