

OXFORD TOWNSHIP MEETING
July 20, 2022

The meeting of the Township Committee of Oxford Township was held on July 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, , Richard Wenner, Township Attorney, Michael Finelli, Township Engineer, and Susan Turner, Deputy Municipal Clerk.

Absent: Matthew Hall, Township Administrator

Mayor Norton opened the meeting at 7:00 PM

Meeting Minutes: Georgette Miller moved to accept the July 6, 2022 Regular meeting and Executive Session minutes. Seconded by Linda Koufodontes. Ayes: 2, Nays: 0, Abstain: 1, 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 2nd reading.

Resolutions:

RESOLUTION 2022-47

Approval to submit a Grant application and execute a grant contract with the New Jersey Department of Transportation for the Mt. Pisgah Ave. Resurfacing project.

WHEREAS, Oxford Township, Warren County, New Jersey has given Finelli Consulting Engineers the approval to submit this grant on the behalf of the Township of Oxford,

NOW, THEREFORE, BE IT RESOLVED that Committee of the Township of Oxford formally approves the grant application for the above stated project,

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as **MA-2023-Mt. Pisgah Ave. Resurfacing-00141** to the New Jersey Department of Transportation on behalf of the Township of Oxford.

BE IT FURTHER RESOLVED that Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Oxford and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Georgette Miller moved to approve Resolution 2022-47. Seconded by Linda Koufodontes and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.

RESOLUTION 2022-48

Approval to submit a Grant application and execute a grant contract with the New Jersey Department of Transportation for the Port Colden/Wall Street Improvements project.

WHEREAS, Oxford Township, Warren County, New Jersey has given Finelli Consulting Engineers the approval to submit this grant on the behalf of the Township of Oxford,

NOW, THEREFORE, BE IT RESOLVED that Committee of the Township of Oxford formally approves the grant application for the above stated project,

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as **MA-2023-Port Colden/Wall Street Improvements-00139** to the New Jersey Department of Transportation on behalf of the Township of Oxford.

BE IT FURTHER RESOLVED that Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Oxford and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Georgette Miller moved to approve Resolution 2022-48. Seconded by Linda Koufodontes and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.

RESOLUTION 2022-49

WHEREAS, the Township of Oxford desires to anticipate Alcohol Education Rehab grant as an item of general revenue and current appropriation with prior written consent of the Director of Local Government Services in the amount of \$157.93 and

THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Oxford that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2022 Budget under the following caption:

Alcohol Education Rehab

and item of current appropriations in 2022 Budget under the following caption:

Alcohol Education Rehab
-Other Expenses

BE IT FURTHER RESOLVED that TWO certified copies of this Resolution be forwarded to the Office of the Director of Local Government Services

Georgette Miller moved to approve Resolution 2022-49. Seconded by Linda Koufodontes and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.

RESOLUTION 2022-50

WHEREAS, the Township of Oxford desires to anticipate Clean Communities grant as an item of general revenue and current appropriation with prior written consent of the Director of Local Government Services in the amount of \$6,372.32 and

THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Oxford that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2022 Budget under the following caption:

Clean Communities

and item of current appropriations in 2022 Budget under the following caption:

Clean Communities-Other Expenses

BE IT FURTHER RESOLVED that TWO certified copies of this Resolution be forwarded to the Office of the Director of Local Government Services

Georgette Miller moved to approve Resolution 2022-50. Seconded by Linda Koufodontes and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.

RESOLUTION 2022-51

WHEREAS, the Township of Oxford desires to anticipate Hazardous Discharge Site remediation (HDSRF) grant as an item of general revenue and current appropriation with prior written consent of the Director of Local Government Services in the amount of \$161,087.35 and

THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Oxford that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2022 Budget under the following caption:

HDSRF

and item of current appropriations in 2022 Budget under the following caption:

HDSRF-Other Expenses

BE IT FURTHER RESOLVED that TWO certified copies of this Resolution be forwarded to the Office of the Director of Local Government Services

Georgette Miller moved to approve Resolution 2022-51. Seconded by Linda Koufodontes and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.

RESOLUTION 2022-52

WHEREAS, the Township of Oxford desires to anticipate Recycling Tonnage grant as an item of general revenue and current appropriation with prior written consent of the Director of Local Government Services in the amount of \$837.33 and

THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Oxford that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2022 Budget under the following caption:

Recycling Tonnage

and item of current appropriations in 2022 Budget under the following caption:

Recycling Tonnage-Other Expenses

BE IT FURTHER RESOLVED that TWO certified copies of this Resolution be forwarded to the Office of the Director of Local Government Services

Georgette Miller moved to approve Resolution 2022-52. Seconded by Linda Koufodontes and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.

RESOLUTION 2022-53

RESOLUTION OF THE TOWNSHIP OF OXFORD AUTHORIZING THE EXECUTION OF A REDEVELOPERS AGREEMENT WITH OXFORD HILLTOP DEVELOPMENT

WHEREAS, the Redevelopment Law provides a process for municipalities to participate in the redevelopment and improvement of areas in need of redevelopment; and

WHEREAS, in accordance with the criteria set forth in the Redevelopment Law, the Township identified and designated property commonly known as Block 26, Lot 83 as set forth on the tax map of the Township as an “area in need of redevelopment” (the “**Redevelopment Area**”), and adopted a redevelopment plan for the Redevelopment Area entitled the “Oxford Redevelopment Plan for Cambridge West”, as the same may be further amended and supplemented from time to time (the “**Redevelopment Plan**”; and

WHEREAS, in accordance with the criteria set forth in the Redevelopment Law, the Township has identified additional properties and intends to expand the designated properties within the Redevelopment Area to include Block 26, Lots 80, 80.01, 81.01 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, 26, Block 29, Lots 1, 2, 3, 4, 7, 8, 9, 10, 11, 12, 14, 18, 21, 22, 28 and 36, together with land within the paper streets known as Sweeney Avenue, Bannister Avenue, Oak Street, Cedar Street, Poplar Street, Sycamore Alley and James Dee Alley as set forth on the tax map of the Township. as an “area in need of redevelopment” (the “**Expanded Redevelopment Area**”) and adopt an amended redevelopment plan for the Expanded Redevelopment Area entitled the “Oxford Redevelopment Plan for Cambridge West”, as the same may be further amended and supplemented from time to time; and

WHEREAS, the Township agrees to amend the Redevelopment Plan to allow for a manufactured housing community within the Expanded Redevelopment Area; and

WHEREAS, the Township has determined to act as the “redevelopment entity” for the Expanded Redevelopment Area in accordance with the provisions of the Redevelopment Law which also authorizes the redevelopment entity to arrange or contract for the planning, construction or undertaking of any development project or redevelopment work in an area designated as an “area in need of redevelopment” pursuant to NJ.S.A. 40A: 12A-8; and

WHEREAS, Oxford Hilltop Development Urban Renewal Entity “OHDURE” is a developer with resources and a team of experts in planning, redevelopment, law, engineering, environmental issues, architecture, design, finance, and real estate development with experience suitable for the proposed redevelopment of the Expanded Redevelopment Area; and

WHEREAS, OHDURE was previously designated as the Redeveloper of the Expanded Redevelopment Area, subject to the execution of this Agreement and such other agreements as are necessary to effectuate the redevelopment of the Property; and

WHEREAS, Parties have negotiated the terms of a redevelopment and sale agreement that establishes the terms, conditions, rights and obligations of the Parties relating to the redevelopment of the Expanded Redevelopment Area; and

WHEREAS, in order to effectuate the public purposes set forth in the Redevelopment Plan and in order to set forth the terms and conditions under which the Parties shall carry out their respective obligations with respect to redevelopment of the Expanded Redevelopment Area, the Parties have determined to execute this Agreement.

NOW THEREFORE BE IT RESOLVED by the Governing Body of the Township of Oxford that the Redevelopment Agreement by and between the Township and OHDURE is hereby authorized to be executed and that the Mayor and Municipal Clerk are directed to execute and attest to the same, contingent upon final review by the Township Attorney.

Mayor Norton moved to approve Resolution 2022-53. Seconded by Georgette Miller and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.

Mayor Norton advised the audience that the property had been sold for \$2.25 million which is a great benefit to the Township. A 55+ adult community with 150 units, a club house, and other amenities, will be built.

RESOLUTION 2022-54

RESOLUTION OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN AND STATE OF NEW JERSEY AWARDING THE RIGHT TO LEASE AND PURCHASE PROPERTY

WHEREAS, the Township of Oxford (“Township”) is the owner of certain real property identified as Block 1.01 Lot 3.03 on the tax maps of the Township located on Jonestown Road (“Property”); and **WHEREAS**, the Property is located in the R-120 Residential Zone and consists of +/- 52 acres of unimproved land; and

WHEREAS, the governing body of the Township of Oxford determined that the Property is no longer needed for public use and that the interests of the public would best be served by selling the Property at public auction pursuant to N.J.S.A. 40A:12-13 and as permitted pursuant to N.J.S.A. 40A:12-13.1; and

WHEREAS, the Township requested sealed bids for the purchase of the Property; and

WHEREAS, one (1) sealed bid was received and opened on July 19, 2022 from Skunkfoot Farms NJ, LLC; and

WHEREAS, the bid satisfied the minimum financial terms set forth in the request for bids; and

WHEREAS, the governing body has determined to award Skunkfoot Farms NJ, LLC the right to purchase the Property on the terms set forth in the bid proposal.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The right to lease and purchase the Property is hereby awarded to Skunkfoot Farms, LLC pursuant to the terms of the bid proposal and bid specifications.
2. This right is subject to the successful negotiation and execution of a lease agreement for the Property as well as a Purchase and Sale Agreement, which agreements may be combined into one.
3. The Township Attorney is directed to draft the documents necessary to reflect the intention of the foregoing, subject to review and approval of the Township.

Mayor Norton moved to approve Resolution 2022-54. Seconded by Georgette Miller and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.

Mayor Norton stated that Resolutions 2022-53 and 2022-54 reflect an investment of \$2.7 million in the community which will bring in several hundred thousand dollars of revenue a year and help stabilize taxes.

RESOLUTION 2022-55

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF OXFORD APPROVING LIQUOR LICENSES FOR THE PERIOD OF JULY 1, 2022 TO JUNE 30, 2023 FOR THE FOLLOWING LICENSES

WHEREAS, the liquor licenses noted below require approval for the period July 1, 2022 to June 30, 2023.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Oxford that the following liquor licenses be and hereby are approved for the period July 1, 2022 to June 30, 2023.

Type of

License No.

License

License

2117-31-006-002

Oxford Volunteer Fire Co.

Club License

Georgette Miller moved to approve Resolution 2022-55. Seconded by Linda Koufodontes and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.

New Business:

- Emergency Squad – Mayor Norton stated Peggy Hissim of the Emergency Squad asked if the \$5,000.00 matching funds for turnout gear can be redirected for other uses. Rich Wenner will check with the auditor. Susan Turner will check records for how many years the Township offered to provide matching funds.
- Event Coordinator – Mayor Norton stated a resident who worked with a previous Event Coordinator would like to start handling events. She suggested a Night Under the Stars at the lake with vendors, music and games. There is money already in the budget for events and she has people to assist her. Mayor Norton moved to approve Heather Lee as Event Coordinator for a Night Under the Stars, October 15, 2022. Seconded by Georgette Miller and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.

Old Business:

- Trailer Park fees – Matt Hall sent a letter to the trailer park owner outlining fee changes.
- Building Security – Mayor Norton stated Matt Hall is waiting for information from IT personnel.
- Wall Street – Deputy Mayor Georgette Miller held a meeting with Wall Street business owners and Township professionals on July 11, 2022 in the municipal building to discuss the parking and speeding issues. Upon the advice of professionals, Mrs. Miller recommends reducing the speed limit to 25 mph, removing parking spots at the intersection of Allen Ave and Wall Street and painting the curb yellow, posting no left turn out of Allen Avenue, and posting specific parking hours and time limits.
- Dogs at Oxford Lake – Rich Wenner will prepare documents codifying dogs/ service dogs/ service animals at Oxford Lake for the August 3, 2022 meeting.

Township Committee Reports and Correspondence.

- Georgette Miller stated the Lake is doing well. Lap lanes have been put in. The inflatables are popular.
- Linda Koufodontes will attend the Oxford Board of Education meeting tomorrow night.

Township Administrator: No report.

Township Engineer Report: Mike Finelli stated that Resolutions 2022-47 and 2022-48 are the formal acceptance of the NJDOT 2023 grant projects.

- Kent Street – Mike stated that the project is located in an historic district and will have to go through a special approval process. This will delay the start of the project to after school starts. The project could also be delayed until next year to minimize impact on the school. Bob Magnuson, School Superintendent (audience) stated they would rather get the project done than wait. He asked if the project could be done at night which Mike will convey to the contractors.
- Dam report – Mike received a letter from NJDEP that the regular, not formal, dam inspection report is due. Mayor Norton moved to authorize Finelli Engineering to conduct the regular dam inspection report. Seconded by Georgette Miller and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.
- NJDEP is reassigning Oxford from a Tier B municipality to a Tier A municipality regarding solid waste collection. Many other towns have been reassigned. The Tier A classification requires additional reporting, inspections, costs and effort to comply but will not change how DPW trucks are cleaned or operated. Mike and other municipal engineers plan to contest the reassignments.

Township Attorney's Report: Rich Wenner stated there are no updates on the Popinko property. Oxford Textile Solar is scheduled to appear at next week's Land Use Board Meeting.

Reports:

-Oxford Lake – Georgette Miller stated two quotes for water treatment and testing at Oxford Lake to combat invasive vegetative growth were received, one at \$3000, the other at \$6000. The Lake Director will solicit a third quote.

Motion To Pay Bills:

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

Public Comment: Mr. Banghart, Wall St., Oxford – complained about the number of power outages. He filed a complaint with the Board of Public Utilities a few years ago. Mayor Norton stated a JCP&L liaison will be attending a meeting in the near future. The outages are affecting other towns in the area.

Meeting Recap:

Rich and Susan will look into the EMS matching funds.
Rich Wenner will draft an ordinance for parking on Wall Street.
Rich Wenner will codify dogs/ service dogs/ service animals at Oxford Lake.

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 matter to be discussed is Personnel.

Georgette Miller moved to enter Executive Session at 7:46 PM. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Linda Koufodontes moved to return to Public Session at 8:17 PM. Seconded by Georgette Miller. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

No action was taken during Executive Session.

Georgette Miller moved to authorize actions discussed in Executive Session. Seconded by Linda Koufodontes. Roll call vote: Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed

Georgette Miller moved to adjourn the meeting at 8:18 PM. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Susan Turner, Deputy Clerk