

OXFORD TOWNSHIP MEETING
August 3, 2022

The meeting of the Township Committee of Oxford Township was held on August 3, 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, and Matthew Hall, Township Administrator
Absent: Susan Turner, Deputy Clerk

Mayor Norton opened the meeting at 7:00 PM

Public Comment on Agenda items: - No comments.

Ordinances: 1st Reading/ Public Hearing –

ORDINANCE 2022-11

AN ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN AND STATE OF NEW JERSEY AMENDING CHAPTER 91, *VEHICLES AND TRAFFIC*, ARTICLE V, *SCHEDULES*, SECTION 30, *SPEED LIMITS*, IN ORDER TO REDUCE THE SPEED LIMIT ON WALL STREET TO 25MPH AND AMENDING CHAPTER 91, *VEHICLES AND TRAFFIC*, ARTICLE V, *SCHEDULES*, SECTION 42, *NO STOPPING OR STANDING*, IN ORDER TO ADD WALL STREET AT ALLEN AVENUE

BE IT ORDAINED by the Township Committee of the Township of Oxford, County of Warren, State of New Jersey as follows:

Section 1.

Chapter 91, *Vehicles and Traffic*, Article V, *Schedules*, Section 30, *Speed Limits*, is hereby amended by reducing the speed limit on Wall Street from 30mph to 25 mph.

Chapter 91, *Vehicles and Traffic*, Article V, *Schedules*, Section 42, *No Stopping or Standing*, is hereby amended by adding Wall Street at Allen Avenue for 25 feet in both directions.

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or other provision of the Code of the Township of Oxford inconsistent with the provisions of this ordinance is hereby repealed to the extent of such inconsistency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 approve Ordinance 2022-11. Seconded by Linda Koufodontes and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.

ORDINANCE 2022-12

AN ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN AND STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 234, PARKS AND RECREATION, SECTION 2, ADDITIONAL PROHIBITED ACTS, IN ORDER TO REGULATE SERVICE ANIMALS AND EMOTIONAL SUPPORT ANIMALS ON TOWNSHIP PROPERTY

BE IT ORDAINED, by the Township Committee of the Township of Oxford that Chapter 234, *Parks and Recreation*, Section 2, *Additional Prohibited Acts*, Subsection C, is hereby deleted and replaced as follows:

Section 1:

§234-4(C) While in a public park or recreation area, all persons shall conduct themselves in a proper and orderly manner, and, in particular, no person shall:

A.***

B. ***

C. Be responsible for the entry of a dog or other domestic animal into areas clearly marked by signs bearing the words "Domestic Animals Prohibited in This Area." Nothing herein shall be construed as permitting the running of dogs at large. All dogs in those areas where such animals are permitted shall be restrained at all times on adequate leashes not greater than six feet in length. So-called "Emotional Support Animals" in whatever form, are prohibited from all parks or recreation areas. Properly licensed and vaccinated Service Animals (which the Township may require proof of same as a condition of entry), such as guide dogs for sight impaired persons, are permitted in parks or recreation areas; provided, however, that any Service Animal not acting in said capacity, or which is exhibiting aggressive or threatening behavior (barking, growling, hissing, or the like), will be ejected from the area.

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.

Matt Hall stated that the owner of a service dog can be asked to provide a valid dog license.

Georgette Miller moved to approve Ordinance 2022-12. Seconded by Linda Koufodontes and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.

Ordinances: 2nd Reading/ Public Hearing – No ordinances for 2nd reading.

Resolutions:

RESOLUTION 2022-56

RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT

WHEREAS, Oxford Township (hereinafter "Local Unit") has joined the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the “Fund”; and

WHEREAS, the Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; and

WHEREAS, the “Fund” has requested its members to appoint individuals or entities to that position; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of “Local Unit”, in the County of Warren and State of New Jersey, as follows:

1. Oxford Township (Local Unit) hereby appoints Skylands Risk Management, Inc its Risk Management Consultant.
2. The Mayor (*authorized representative of the public entity*) and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant’s Agreement for the year 2022 in the form attached hereto.

Georgette Miller moved to approve Resolution 2022-56. Seconded by Linda Koufodontes and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.

RESOLUTION 2022-57
RESOLUTION APPOINTING STATEWIDE INSURANCE FUND
COMMISSIONER

WHEREAS, Oxford Township (hereinafter “Local Unit”) is a member of the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq.; and

WHEREAS, the Fund’s Bylaws require participating members to appoint a Fund Commissioner;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of Oxford (Local Unit) that Matthew Hall (*entity’s elected official or employee*) is hereby appointed as the Fund Commissioner for the Local Unit for the **Fund Year 2022**; and

BE IT FURTHER RESOLVED that Gerald Norton (second elected official or employee) is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the **Fund Year 2022**; and

BE IT FURTHER RESOLVED that the Local Unit’s Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

Mayor Norton moved to approve Resolution 2022-57. Seconded by Georgette Miller and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.

New Business:

- JCP&L – Mayor Norton stated that he and Matt Hall spoke with JCP&L several times regarding the many outages. They were able to review information on outages in three areas which showed 14 or 15 since the beginning of the year. Many had the cause listed as unknown, forced or line failure. Matt Hall noted that if an animal or branch touched a line causing the circuit breaker to open it had to be closed manually. JCP&L has new technology that will allow these to be closed remotely if possible. The

outgoing JCP&L Oxford representative and his successor will be at the August 17, 2022 meeting to discuss the outages. Mayor Norton stated that the numerous complaints filed with the BPU brought the matter to their attention.

-Emergency Squad – Mayor Norton stated that the minutes from May 2021 show the Committee approved matching the Emergency Squad’s fundraising up to \$5000.00 for turnout gear or safety equipment for the next 5 years. The squad is requesting matching funds for radios. Matt will with the CFO for available funds.

-November Meeting Date – Mayor Norton moved to change the November 16, 2022 Committee meeting to November 30, 2022. Seconded by Georgette Miller and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.

Old Business:

- Library – A new Oxford Library Board has been formed. Board member Tracy requested a Committee member sit on the new board. She stated the board will upgrade the computer, add one more computer and add a fax/scan/copy/print machine. The outstanding bills have been paid and the insurance has been upgraded. In past years the Township Committee has provided \$5,000.00 per year for operating costs. She distributed a list of prorated operating expenses and requested \$1,298.00 for the remainder of the year. Matt will check with the CFO if the line item and funds are in this year’s budget. She stated the last 501c3 tax filing was not done. Matt requested copies of the IRS filing when it is completed and annually thereafter. The Library Board plans to open the library on September 6 with an open house on September 10. They will be open Thursdays 2-7 pm and hope to open on Saturdays.

Township Committee Reports and Correspondence.

-Georgette Miller stated the Lake is doing exceptionally well. Inflatables are doing well and they hope to purchase more next year. The walking paths are done but not open to the public yet. An employee appreciation dinner will be held August 12th. Georgette stated several people have been caught on the beach after hours. Fencing will be put up on the left side and on the other side in the water after the season ends. Another camera will be purchased. 3 quotes were requested for handling the weed infestation. 2 quotes have been received. Employees and possibly DPW personnel will pull weeds. Georgette stated that people are staying in the grilling area after hours and discussed how to deter this. Georgette Miller stated that two lake employees have been taking on extra duties and working more days. Lake Director Eddy Patient and she would like their pay increased. Linda Koufodontes moved to increase the hourly pay of John Ort and Nicole Williams by \$3.00. Seconded by Mayor Norton and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.

Georgette Miller asked what the policy is regarding smoking in the lake area. Rich Wenner will check this. Georgette stated people renting paddle boards are swimming in non-designated areas and she is concerned a lifeguard will need to leave the swimming area to assist if there is a problem. Mayor Norton stated that while these people are technically swimming at their own risk outside of the swimming area it should be addressed with the paddle board vendor.

- Linda Koufodontes attended the Oxford Board of Education meeting. The third subscription bus will be cancelled due to the increased cost. There is room on the other two buses to accommodate all students.

- Mayor Norton thanked the DPW for their hard work at the Spring Meadows pump station and stated he has a new respect for the work they perform.

Township Administrator: - Building Security –Matt Hall stated IT personnel has contacted a different vendor. The cost for the door strike is a few hundred dollars higher.

Matt received a call back from NJDOT regarding the Furnace Brook/Route 31 footbridge. The emergency stabilization project will start in the next 2 weeks. NJDOT is now disputing that they built the footbridge. Mayor Norton stated it was done when the Washington Avenue bridge was being repaired. Matt Hall will gather information and contact NJDOT again.

Township Engineer Report: No report.

Township Attorney's Report: Rich Wenner has been in contact with the attorney for “unintelligible” and they are working on the agreement. Rich has also been in contact with the attorney for the Cambridge West project and they are working to finalize the schedule. For the Popenko property, Mr. Finelli’s office provided a survey with the portion to be transferred to the Township highlighted. The County will do all of the transactions at the same time. Mayor Norton stressed this should be done as soon as possible.

Motion To Pay Bills:

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

Public Comment: Name unintelligible, Owner of 20 Belvidere Ave, 35 A Wall St – requested information about the County property. Mayor Norton explained the County owns the majority of the property and Mr. Popenko owns a small portion. The Township will acquire it primarily for access to the Cambridge West development. The County was happy to give up the road. He also asked about the NJDOT process regarding work on Route 31. Tree trimming was done for 7 days from 9 pm to 4 am. No notification was given. He is concerned about the road work being currently done in Washington Township that will move into his area. Mayor Norton stated he spoke with Mr. Hall who reached out to NJDOT, and utilities regarding notification of residents when work is planned. The owner complimented that two properties have been cleaned up. Mayor Norton stated the properties are works in progress and the town is actively working to have them completely comply.

Another resident complained about the NJDOT tree trimming along Route 31 in the middle of the night.

Meeting Recap:

Executive Session: No Executive Session

Mayor Norton moved to adjourn the meeting at 8:07 PM. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Susan Turner, Deputy Clerk