

OXFORD TOWNSHIP MEETING
November 9, 2022

The meeting of the Township Committee of Oxford Township was held on November 9, 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, and Linda Koufodontes, Township Committee, Matthew Hall, Township Administrator, Rich Wenner, Township Attorney, Michael Finelli, Township Engineer and Susan Turner, Deputy Clerk.

Mayor Norton opened the meeting at 7:00 PM

Meeting Minutes: Linda Koufodontes moved to accept the October 19, 2022 Regular meeting minutes. Seconded by Mayor Norton and passed by unanimous roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent:1.

Public Comment on Agenda items: - No comments

Ordinances: 1st Reading/ Public Hearing

Ordinance 2022-16 – Amending the Oxford Township Code of Ordinances to Repeal Chapter 188 Flood Damage Prevention and to Adopt a New Chapter 188 Entitled Floodplain Management and Adopting Flood Hazard Maps; Designating a Floodplain Administrator; and Providing for Severability and an Effective Date.

-Mike Finelli stated that no action should be taken at this time because options need to be included in the document, which will then be sent to the state. Once the state returns the document, action should be taken in the beginning of 2023. No action was taken by the Committee.

Ordinances: 2nd Reading/ Public Hearing –

ORDINANCE NO. 2022-15

ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF NEW JERSEY, DELETING IN ITS ENTIRETY CHAPTER 249 ENTITLED “PROPERTY, VACANT AND ABANDONED”, AND REPLACING SAME TO BE CONSISTENT WITH P.L. 2021, C. 444

WHEREAS, the Township of Oxford is challenged to identify and locate responsible parties who can maintain the properties that are in the foreclosure process or that have been foreclosed; and

WHEREAS, the Township of Oxford finds that the presence of vacant and abandoned properties can lead to a decline in property value, create attractive nuisances, and lead to a general decrease in neighborhood and community aesthetic; and

WHEREAS, pursuant to N.J.S.A. 40:48-2, the governing body of a municipality is authorized to enact and amend ordinances as deemed necessary for the preservation of the public health, safety, and welfare, and as may be necessary to carry out into effect the powers and duties conferred and imposed upon the Municipality by law; and

WHEREAS, pursuant to P.L. 2021, C. 444, the governing body of a municipality is authorized to adopt or amend ordinances creating a property registration program for the purpose of identifying and monitoring properties within the municipality for which a summons and complaint in an action to

foreclose on a mortgage has been filed; regulate the care, maintenance, security, and upkeep of such properties; and impose a registration fee on the mortgagee of such properties; and

WHEREAS, the Township has adopted Ordinance 2015-13 regulating the registration and maintenance of vacant and abandoned properties; and

WHEREAS, the Township has a vested interest in protecting neighborhoods against decay caused by vacant and abandoned properties and concludes that it is in the best interest of the health, safety, and welfare of its citizens and residents to impose registration and certification requirements on abandoned, vacant, and foreclosed properties located within the Township's borders; and

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

Section 1:

The Oxford Township Code, Chapter 249 entitled "Residential Maintenance" is deleted in its entirety and is replaced as follows:

§ 249. Vacant Property Maintenance.

§ 249-1. Definitions.

The following words, terms, and phrases, when used in this Chapter, shall have the meanings ascribed to them in this Section, except when the context clearly indicates a different meaning.

VACANT AND ABANDONED REAL PROPERTY – As defined in accordance with N.J.S.A. 40:48-2.12s3(b)(8), shall mean property that is not legally occupied by a mortgagor or tenant, which is in such condition that it cannot be legally reoccupied, because of the presence or finding of at least two of the following:

- (a) Overgrown or neglected vegetation;
- (b) The accumulation of newspapers, circulars, flyers, or mail on the property;
- (c) Disconnected gas, electric, or water utility services to the property;
- (d) The accumulation of hazardous, noxious, or unhealthy substances or materials on the property;
- (e) The accumulation of junk, litter, trash, or debris on the property;
- (f) The absence of window treatments such as blinds, curtains, or shutters;
- (g) The absence of furnishings and personal items;
- (h) Statements of neighbors, delivery persons, or government employees indicating that the property is vacant and abandoned;
- (i) Windows or entrances to the property that are boarded up or closed off, or multiple window panes that are damaged, broken, and unrepaired;
- (j) Doors to the property that are smashed through, broken off, unhinged, or continuously unlocked;
- (k) A risk to the health and safety, or welfare of the public or any adjoining or adjacent property owners due to acts of vandalism, loitering, criminal conduct, or the physical destruction or deterioration of the property;
- (l) An uncorrected violation of a municipal building, housing, or similar code during the preceding year, or an order by municipal authorities declaring the property to be unfit for occupancy and to remain vacant and unoccupied;
- (m) The mortgagee or other authorized party has secured or winterized the property due to the property being deemed vacant and unprotected or in danger of freezing;
- (n) A written statement issued by a mortgagor expressing the clear intent of all mortgagors to abandon the property; or
- (o) Any other reasonable indicia of abandonment.

APPLICABLE CODES – means to include, but not be limited to, the Oxford Township Code of Ordinances (Township Municipal Code), and the New Jersey Building Code.

CREDITOR – As defined in accordance with N.J.S.A. 40:48-2.12s2(d), means state-chartered bank, savings bank, savings and loan association or credit union, any person required to be licensed under the provisions of the "New Jersey Residential Mortgage Lending Act," sections 1 through 39 of P.L. 2009, C. 53 (N.J.S.A. 17:11C-51 through 17:11C-89), and any entity acting on behalf of the creditor named in the

debt obligation including, but not limited to, servicers. For purposes of this section, a “creditor” shall not include the State, a political subdivision of the State, or a State, county, or local government entity, or their agent or assignee, such as the servicer.

ENFORCEMENT OFFICER – means any law enforcement officer, building official, zoning inspector, code enforcement officer, fire inspector or building inspector, or other person authorized by the Township of Oxford to enforce the applicable code(s).

FORECLOSURE – means the legal process by which a mortgagee terminates a mortgagor’s interest in real property either to obtain legal and equitable title to the real property pledged as security for a debt or to force a sale of said property to satisfy a debt. For purposes of this article, this process begins upon the service of a summons and a complaint on the mortgagor on any interested party. For purposes of this article, the process is not concluded until the property is sold to a bona fide purchaser not related to the mortgagee in an arm’s length transaction, whether by Sheriff’s sale, private sale following a Sheriff’s sale, or private sale following the vesting of title in the mortgagee pursuant to a judgment.

MORTGAGEE – means the creditor, including but not limited to, lenders in a mortgage agreement; any agent, servant, or employee of the creditor; any successor in interest; or any assignee to the creditor’s rights, interests, or obligations under the mortgage agreement, excluding governmental entities as assignee or owner.

PROPERTY MANAGEMENT COMPANY – means a local property manager, property Maintenance Company or similar entity responsible for the maintenance of abandoned property.

VACANT – means any building or structure that is not legally occupied.

§ 249-2. Applicability.

These sections shall be considered cumulative and not superseding or subject to any other law or provision for same, but rather be an additional remedy available to the Township of Oxford above and beyond any other state, county, or local provisions for same.

§ 249-3. Establishment of Registry.

Pursuant to the provisions of § 249-4, the Township of Oxford or its designee shall establish a vacant and abandoned property registry containing the information required by this Article.

§ 249-4. Registration of Property.

- a) Any creditor who holds a mortgage or equity lien on real property located within the Township shall perform an inspection of the property to determine vacancy or occupancy, upon the commencement of foreclosure as evidenced by a foreclosure filing. The creditor shall, within ten (10) day of the inspection, register the property with the Township Code Enforcement Official, or its designee, on forms or website access provided by the Township, and indicate whether the Property is vacant or occupied. A separate registration is required for each property, whether it is found to be vacant or occupied.
- b) If the property is occupied but remains in foreclosure, it shall be inspected by the creditor or his designee monthly until (1) the mortgagor or other party remedies the foreclosure, or (2) it is found to be vacant or shows evidence of vacancy at which time it is deemed abandoned, and the mortgagee shall, within ten (10) days of that inspection, update the property registration to a vacancy status on forms provided by the Township.
- c) Registration pursuant to this Section shall contain the name of the creditor and the servicing entity, if any, the direct mailing address of the mortgagee and the servicing entity, a direct contact name and telephone number for both parties, facsimile number and e-mail address for both parties, the folio or tax number, and the name and twenty-four (24) hour contact telephone number of the property management company responsible for the security and maintenance of the property.
- d) A non-refundable annual registration fee in the amount of five-hundred dollars (\$500.00) per property shall accompany the registration form or website registration. On each anniversary date of the initial registration, the creditor shall submit a renewal registration fee as follows: 1) five hundred dollars (\$500.00) per property annually for any property that is required to be registered because a summons and a complaint in an action to foreclose was filed by the creditor; and 2) an

additional two thousand dollars (\$2,000.00) per property annually if the property is vacant and abandoned pursuant to the definition in the ordinance when the summons and complaint in complaint in an action to foreclose is filed, or becomes vacant and abandoned pursuant to the definition in the ordinance at any time thereafter while the property is in foreclosure.

- e) If the property is not registered, or the registration fee is not paid within thirty (30) days of when the registration or renewal is required pursuant to this section, a late fee equivalent to ten percent (10%) of the annual registration fee shall be charged for every thirty-day period (30), or portion thereof, that the property is not registered and shall be due and payable with the registration.
- f) All registration fees must be paid directly from the creditor, Mortgagee, Servicer, or Trustee. Third Party Registration fees are not allowed without the consent of the Township and/or its authorized designee.
- g) This section shall also apply to properties that have been the subject of a foreclosure sale where the title was transferred to the beneficiary of a mortgage involved in the foreclosure and any properties transferred under a deed in lieu of foreclosure/sale.
- h) Properties subject to this section shall remain under the annual registration requirement, and the inspection, security, and maintenance standards of this section as long as they remain in foreclosure.
- i) Any person or legal entity that has registered a property under this section must report any change of information contained in the registration within ten (10) days of the change.
- j) Failure of the creditor to properly register or to modify the registration form from time to time to reflect a change of circumstances as required by this Chapter is a violation of the Chapter and shall be subject to enforcement.
- k) Pursuant to any administrative or judicial finding and determination that any property is in violation of this Chapter, the Township may take the necessary action to ensure compliance with and place a lien on the property for the cost of the work performed to benefit the property and bring it into compliance.
- l) Registration of foreclosure property does not alleviate the creditor from obtaining all required licenses, permits, and inspections required by applicable codes or applicable State Statutes.
- m) If the mortgage and/or servicing on a property is sold or transferred, the new creditor is subject to all terms of this Chapter. Within ten (10) days of the transfer, the new creditor shall register the property or update the existing registration. The previous Mortgagee(s) will not be released from the responsibility of paying all previous unpaid fees, fines, and penalties accrued during the creditor's involvement with the Registrable Property.
- n) If the creditor sells or transfers the Registrable Property in a non-arm's length transaction to a related entity or person, the transferee is subject to all the terms of this Chapter. Within ten (10) days of the transfer, the transferee shall register the property or update the existing registration. Any and all previous unpaid fees, fines, and penalties, regardless of who the Mortgagee was at the time registration was required, including but not limited to unregistered periods during the Foreclosure process, are the responsibility of the transferee and are due and payable with the update registration. The previous creditor will not be released from the responsibility of paying all previous unpaid fees, fines, and penalties accrued during that creditor's involvement with the Registrable Property.

§ 249-5. Maintenance Requirements.

- a) Properties subject to this Article shall be kept free of weeds, overgrown brush, dead vegetation, trash, junk, debris, building materials, any accumulation of newspapers, circulars, flyers, notices, except those required by federal, state, or local law, discarded personal items including, but not limited to, furniture, clothing, large and small appliances, printed material or any other items that give the appearance that the property is abandoned.

- b) Properties subject to this Article shall be maintained free of graffiti or similar markings by removal or painting over with an exterior grade paint that matches the color of the exterior structure.
- c) Front, side, and rear yards, including landscaping, shall be maintained in accordance with all applicable code(s) at the time registration was required.
- d) Yard maintenance shall include, but not be limited to, grass, ground covers, bushes, shrubs, hedges or similar plantings, decorative rock or bark or artificial turf/sod designed specifically for residential installation. Acceptable maintenance of yards and/or landscape shall not include weeds, gravel, broken concrete, asphalt, or similar material.
- e) Maintenance shall include, but not be limited to, watering, irrigation, cutting and mowing of required ground cover or landscape and removal of all trimmings.
- f) Pools and spas shall be maintained so the water remains free and clear of pollutants and debris and shall comply with the regulations set forth in the applicable code(s).
- g) Failure of the mortgagee and/or owner to properly maintain the property may result in a violation of the applicable Code(s) and issuance of a citation or Notice of Violation in accordance with this Chapter, Chapter 219 (“Nuisances”), Chapter 248 (“Property Maintenance”), and Chapter 294 (“Streets, Sidewalks, and Trees”) of the Township Code. Pursuant to a finding and determination by the Township Code Enforcement Officer or a Court of competent jurisdiction, the Township may take the necessary action to ensure compliance with this Section.
- h) In addition to the above, the property is required to be maintained in accordance with the applicable Code(s).

§ 249-6. Security Requirements.

- a) Properties subject to this Chapter shall be maintained in a secure manner so as not to be accessible to unauthorized persons.
- b) A “secure manner” shall include, but not be limited to, the closure and locking of windows, doors, gates, and other openings of such size that may allow a child to access the interior of the property or structure. Broken windows, doors, gates, and other openings of such size may allow a child to access the interior of the property or structure must be repaired. Broken windows shall be secured by reglazing of the window.
- c) If a mortgage on a property is in default, and the property has become vacant and abandoned, a property manager shall be designated by the mortgagee to perform the work necessary to bring the property into compliance with the applicable code(s), and the property manager must perform regular inspections to verify compliance with the requirements of this Chapter, and any other applicable law(s).

§ 249-7. Public Nuisance.

All vacant and abandoned real property is hereby declared to be a public nuisance, the abatement of which pursuant to the police power is hereby declared to be necessary for the health, welfare and safety of the residents of the Township.

§ 249-8. Violations and Penalties.

Any person who shall violate the provisions of this Chapter shall be cited and fined by one or more of the following: imprisonment in the county jail or in any place provided by the municipality for the detention of prisoners, for any term not exceeding ninety (90) days; or by a fine not less than five hundred dollars (\$500.00) or exceeding one thousand two hundred and fifty dollars (\$1,250.00); or by a period of community service not exceeding ninety (90) days.

Any person who is convicted of violating this Chapter within one year of the date of a previous violation of the same Section, and who was fined for the previous violation, shall be sentenced by a Court to an additional fine as a repeat offender. The additional fine imposed by the Court upon a person for a repeated offense shall not be less than the minimum or exceed the maximum fine fixed for a violation of this Chapter, but shall be calculated separately from the fine imposed for the violation of this Chapter.

§ 249-9. Inspections for Violations.

Adherence to this Chapter does not relieve any person, legal entity, or agent from any other obligations set forth in any applicable Code(s), which may apply to the property. Upon sale or transfer of title to the property, the owner shall be responsible for all violations of the applicable Code(s).

§ 249-10. Additional Authority.

- a) If the Enforcement Officer has reason to believe that a property subject to the provisions of this Chapter is posing a serious threat to the public health, safety, and welfare, the Code Enforcement Officer may temporarily secure the property at the expense of the mortgagee and/or owner, and may bring the violations before a Court of competent jurisdiction as soon as possible to address the conditions of the property.
- b) The Code Enforcement Officer shall have the authority to require the mortgagee and/or owner of record of any property affected by this Section, to implement additional maintenance and/or security measures including, but not limited to, securing any and all doors, windows or other openings, employment of an on-site security guard or other measures as may be reasonably required to help prevent further decline of the property.
- c) If there is a finding that the condition of the property is posing a serious threat to the public health, safety, and welfare, then the Code Enforcement Officer may direct the Municipality to abate the violations and charge the mortgagee with the cost of abatement.
- d) If the mortgagee does not reimburse the Township for the cost of temporarily securing the property, or of any abatement directed by the code enforcement board of special magistrate, within thirty (30) days of the Township sending the mortgagee the invoice, then the Township may lien the property with such cost, along with an administrative fee of five hundred dollars (\$500.00) to recover the administrative personnel services.
- e) No less than twenty percent (20%) of the money collected pursuant to this Ordinance shall be utilized by the Township for municipal code enforcement purposes.

§ 249-11. Opposing, Obstructing Enforcement Officer; Penalty.

Whoever opposes, obstructs, or resists any enforcement officer or any person authorized by the Code Enforcement Office in the discharge of duties as provided in this Chapter shall be punishable as provided in the applicable Code(s) or a Court of competent jurisdiction.

§ 249-12. Immunity of Enforcement Officer.

Any enforcement officer or any person authorized by the Township to enforce the Sections contained herein shall be immune from prosecution, civil or criminal, for reasonable, good faith entry upon real property while in the discharge of duties imposed by this Chapter.

Section 2. Repealer.

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. Severability.

The various parts, sections, and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section, or clause is adjudged to be unconstitutional or invalid by a court of competent jurisdiction the remainder of this Ordinance shall remain in full force and effect.

Section 4. Effective Date.

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

Linda Koufodontes moved to accept Ordinance 2022-15. Seconded by Mayor Norton and passed by unanimous roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent:1.

Resolutions:

**RESOLUTION 2022-70
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 2022-70. Seconded by Mayor Norton. Ayes: 2, Nays: 0, Abstain: 0, Absent:1. Motion passed.

RESOLUTION 2022-71

TOWNSHIP OF OXFORD

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 Council of the Township of Oxford, County of Warren, State of New Jersey that the following transfers be made:

Description	FROM	TO
Tax Collector-OE		10,000.00
Utility-Electricity OE		5,000.00
General Administration-SW		10,000.00
Tax Collector-SW	5,000.00	
General Administration –OE	5,000.00	
Legal –OE	8,000.00	
Utility-Telephone-OE	2,000.00	
Insurance-OE	2,000.00	
Police-SW	3,000.00	
	<hr/>	
	\$25,000.00	\$25,000.00
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Linda Koufodontes moved to accept Resolution 2022-71. Seconded by Mayor Norton. Ayes: 2, Nays: 0, Abstain: 0, Absent:1. Motion passed

RESOLUTION # 2022-72

A RESOLUTION FOR REDEMPTION OF TAX CERTIFICATE

AS PER N.J.S.A.54:5

KNOW ALL PERSONS BY THESE PRESENTS THAT, WHEREAS, lands in the taxing district of Oxford Township, County of Warren, State of New Jersey, were sold on December 6, 2018 to JING YANG, 628 N. BUTRICK ST, WAUKEGAN, IL 60085, in the amount of \$1,008.93 for taxes or other municipal liens assessed for the year 2017 in the name of MATAS, III, THOMAS & MELISSA-KELLI as supposed owners, and in said assessment and sale were described as 3 SYKES GAP, Block 33.05 Lot 21, which sale was evidenced by Certificate #18-00018 and

WHEREAS, the Collector of Taxes of said taxing district of the Township of Oxford, do certify that on 11/1/22 and before the right to redeem was cut off, as provided by law, COMERICA BANK/CORELOGIC claiming to have an interest in said lands, did redeem said lands claimed by JING YANG by paying the Collector of Taxes of said taxing district of Oxford Township the amount of \$6,636.49 which is the amount necessary to redeem Tax Sale Certificate #18-00018.

NOW THEREFORE BE IT RESOLVED, on this 9th day of November, 2022 by the Township Committee of the Township of Oxford, County of Warren to authorize CFO to issue a check payable to JING YANG, 628 N. BUTRICK ST, WAUKEGAN, IL 60085 in the amount of **\$9,236.49** (This consists of \$6,636.49 Certificate Amount redeemed + \$2,600.00 Premium).

BE IT FURTHER RESOLVED, that the Tax Collector is authorized to cancel this lien on Block 33.05 Lot 21 from the tax office records.

Mayor Norton moved to accept Resolution 2022-72. Seconded by Linda Koufodontes. Ayes: 2, Nays: 0, Abstain: 0, Absent:1. Motion passed.

Resolution 2022-73

RESOLUTION OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN AND STATE OF NEW JERSEY AUTHORIZING THE AUCTION OF MUNICIPAL PROPERTY NOT NEEDED FOR A PUBLIC USE PURSUANT TO N.J.S.A. 40A:12-13 AND N.J.S.A. 40A:12-13.1

WHEREAS, the Township of Oxford (“Township”) is the owner of certain real property identified as Block 21 Lot 21.01 on the tax maps of the Township (“Property”); and

WHEREAS, the Property is located in the R 120 Zone and consists of +/- 23.56 acres of unimproved land; and

WHEREAS, the governing body of the Township of Oxford has 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, in order to derive the maximum value for the Property, the governing body recognizes that a purchaser would need to get various local, county and state approvals (Governmental Approvals”) in order to develop the land prior to closing of sale on the Property; and

WHEREAS, in recognition of this reality the governing body believes it appropriate to condition the closing of title on the Property to occur within two (2) years of the execution of a purchase and sale agreement (“PSA”) for the Property following the acceptance of the winning bidder’s offer; and

WHEREAS, the governing body, in order to develop the property to the highest and best use for the public in terms of long term ratables and revenue will evaluate proposals from all bidders which must detail the proposed use for the Property, the estimated timeline for completion of the development (if any), the anticipated twenty (20) year revenue to the Township as a result of the Property being fully developed, confirmation that the proposed use is permissible in the R 120 Zone or whether variance relief is required, information regarding the bidder’s financial resources and experience in developing projects such as the one proposed, and any other information reasonably necessary for the governing body to make an informed decision regarding the validity and benefit to the public of the bidder’s offer; and

WHEREAS, the governing body has determined that due to the desire to see the Property developed, and due to the need for Governmental Approvals in order to close, the governing body will accept bids upon the following minimum terms:

- a. Minimum Purchase Price for the Property of \$1,000,000.00;
- b. Two and half percent (2.5%) of Purchase Price to be paid within five (5) days of notification of award via certified funds to be held in escrow by the Township’s Legal Counsel.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The governing body of the Township of Oxford does hereby find and declare that Block 21 Lot 21.01 is no longer needed for public use and authorizes the sale thereof upon the following terms and conditions.
 - a. All bidders shall submit a proposal to purchase the property outright with the floor for the purchase price being \$1,000,000.00 with a two and half percent (2.5%) deposit due within five (5) days of notification of award.
 - b. Each proposal shall contain a comprehensive explanation of proposed use for the Property, the estimated timeline for completion of the development (if any), the anticipated twenty (20) year revenue to the Township as a result of the Property being fully developed, confirmation that the proposed use is permissible in the R-120 Zone or whether variance relief is required, information regarding the bidder’s financial resources and experience in developing projects such as the one proposed, and any other information reasonably necessary for the governing body to make an informed decision regarding the validity and benefit to the public of the bidder’s offer.
2. This Resolution shall serve as the official advertisement as required by N.J.S.A. 40A:12-13 and shall be published in a newspaper circulating in the Township, by two insertions at least

- once a week during two consecutive weeks, the last publication to be not earlier than seven days prior to such sale.
3. The auction of this Property shall be conducted via sealed bid, which bids shall be opened at 10:00AM on November 29, 2022 at the Township Municipal Building with an award or rejection of all bids occurring at the regular Committee Meeting on November 30, 2022 at 7:00PM.
 4. All persons wishing to bid on the Property must submit proposals by 10:00AM on November 29, 2022 addressed to the Municipal Clerk of the Township at 11 Green Street, Oxford, New Jersey 07863 and reference Sealed Bid Proposal for Block 21 Lot 21.01.
 5. The governing body reserves the right to reject all bids.

Mayor Norton stated the bid specs include a minimum bid of \$1,000,000. The bid opening will be held on November 29, 2022.

Mayor Norton moved to accept Resolution 2022-73. Seconded by Linda Koufodontes and passed by unanimous roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent:1.

RESOLUTION 2022-74

RESOLUTION TO APPOINT TIFFANY TAGARELLI, Esquire AS MUNICIPAL SUBSTITUTE PROSECUTOR FOR THE OXFORD TOWNSHIP

WHEREAS, there exists the need of a Substitute Municipal Prosecutor; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Oxford, Warren County, New Jersey as follows:

That Tiffany Tagarelli Esquire, of King, Moench & Collins be appointed immediately as Substitute Municipal Prosecutor until December 31, 2022.

Mayor Norton moved to accept Resolution 2022-74. Seconded by Linda Koufodontes. Ayes: 2, Nays: 0, Abstain: 0, Absent:1. Motion passed.

RESOLUTION 2022-75

RESOLUTION OF THE TOWNSHIP OF OXFORD TERMINATING THE DESIGNATION OF OXFORD HILLTOP DEVELOPMENT URBAN RENEWAL ENTITY AS REDEVELOPER OF BLOCK 26, LOT 83 AND ALSO RESCINDING THE AUTHORIZATION PREVIOUSLY GIVEN TO EXECUTE A REDEVELOPER'S AGREEMENT

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

WHEREAS, the Parties were unable to come to agreement on the terms of a financial agreement suitable to both the Township and OHDURE; and

WHEREAS, as a result thereof, the Property cannot be developed on terms suitable to OHDURE or the Township; and

WHEREAS, the Township finds it to be in the best interests of the Township to terminate the designation of OHDURE as the Redeveloper of the Property and also to terminate the previously authorized Redeveloper’s Agreement.

NOW THEREFORE BE IT RESOLVED by the Governing Body of the Township of Oxford that the authorization to execute the Redevelopment Agreement by and between the Township and OHDURE is hereby rescinded and OHDURE’s designation as Redeveloper for the Property is terminated.

Mayor Norton moved to accept Resolution 2022-75. Seconded by Linda Koufodontes and passed by unanimous roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent:1.

RESOLUTION 2022-76
RESOLUTION TO ACCEPT CORRECTIVE ACTION PLAN FOR THE 2021 AUDIT

WHEREAS, the 2021 audit was presented to the Governing Body; and

WHEREAS, the Governing Body accepted 2021 audit along with the auditor’s recommendation during 11/9/2022 meeting; and

WHEREAS, the corrective action plan was prepared and presented to the Governing Body

NOW THEREFORE be it resolved that the Governing Body of the Township of Oxford, Warrant County accepts the Corrective Action Plan for the 2021 Audit.

Mayor Norton moved to accept Resolution 2022-76. Seconded by Linda Koufodontes. Ayes: 2, Nays: 0, Abstain: 0, Absent:1. Motion passed.

New Business:

- Handicapped Parking Request – Mayor Norton received a resident’s request for a handicapped parking space along Wall Street. The request will be reviewed and possible action taken at a future meeting.
- Corrective Action Plan - Mayor Norton moved to accept the Corrective Action Plan. Seconded by Linda Koufodontes. Ayes: 2, Nays: 0, Abstain: 0, Absent:1. Motion passed.
- Best Practices – Matt Hall stated Oxford received enough points for continued State Aid.
- Municipal Christmas Tree Decorating Contest – Mayor Norton received a notice from Warren County for a County wide Christmas Tree Decorating Contest with the trees to be displayed in Belvidere Square. The deadline for entries is before Committee Member Miller returns so Oxford will not participate. Bob Magnuson, Superintendent Oxford Central School, (audience) will see if the school can participate.

Old Business:

- Municipal Court Shared Service – Mayor Norton stated Oxford Township will stay with the Mansfield Municipal Court Shared Services.
- Cannabis License Limits – Rich Wenner has no additional information at this time.

Township Committee Reports and Correspondence.

- Linda Koufodontes could not attend the Oxford Board of Education meeting on October 27, 2022 due to technical issues. The next meeting is November 22, 2022.

Township Administrator: Matt Hall stated he received a notice from the Warren County Department of Public Safety that the OMP was received and in review. Mayor Norton stated he received a letter from the State Police Department that the OMP was accepted.

Township Engineer Report: Mike Finelli stated the second bid opening for the Kent Street Project was held on November 1, 2022. He reviewed the bid received and pricing comparisons using one contractor vs. the co-op. He reminded the Committee that, through the 2022 NJDOT Grant Program, the state provided \$141,000.00 for the project.

RESOLUTION 2022-77

**RESOLUTION OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN,
STATE OF NEW JERSEY AWARDING A CONTRACT FOR THE KENT
STREET IMPROVEMENTS REPAVING PROJECT**

WHEREAS, the Town advertised for the submission of bids for the procurement of services relative to the 2022 NJDOT Grant Project for repaving and street improvements for Kent Street as identified in the bid specifications (“Project”); and

WHEREAS, the Township prepared and advertised bid specifications for the Project; and

WHEREAS, sealed bids were received and opened on November 1, 2022; and

WHEREAS, South State, Inc. was the lowest responsible bidder for the option of Base Bid plus Alternate A+B+C+D for a total of \$146,255.96 as follows:

WHEREAS, the Township’s Engineer, Finelli Consulting Engineers, Inc., submitted correspondence dated November 9, 2022 recommending a bid award to South State, Inc.; and

WHEREAS, the Township Committee believes it to be in the best interest of the Township to award the Project to South State, Inc. as discussed above to perform the base bid work as well as the

alternates as same would ensure that one (1) contractor would be on site only and would thus increase and improve efficiencies; and

WHEREAS, sufficient funding is available as evidenced by the attached certification of funds, which funds include \$141,000.00 from the 2022 NJDOT Grant Program and the balance from municipal funds; if funds cannot be certified then this award shall be null and void.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Oxford, County of Warren, State of New Jersey, that the contract for the Project is hereby awarded to South State, Inc. in the amount NOT TO EXCEED \$146,255.96 and

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized and directed to execute a contract for same.

Mayor Norton moved to accept Resolution 2022-77 subject to certification of funds. Seconded by Linda Koufodontes. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1. Motion passed.

Township Attorney's Report: Rich Wenner stated he reviewed with the Popinko attorney minor comments regarding the agreement.

Motion To Pay Bills:

Linda Koufodontes moved to pay all bills presented to and approved by the Committee.. Seconded by Mayor Norton. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1. Motion passed.

Public Comment: Bob Magnuson, Superintendent, Oxford Central School, asked Mike to confirm the Kent Street Project will start shortly. Mike Finelli stated it would and he will have Bob at the Preconstruction meeting.

Meeting Recap:

Executive Session: No Executive Session

Linda Koufodontes moved to adjourn the meeting at 7:33 PM. Seconded by Mayor Norton. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1. Motion passed.

Susan Turner, Deputy Clerk