

OXFORD TOWNSHIP MEETING
April 5, 2023

The meeting of the Township Committee of Oxford Township was held on April 5, 2023 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 (late 7:15pm), Georgette Miller and Linda Koufodontes, Township Committee, Matthew Hall, Township Administrator, Richard Wenner, Township Attorney, and Lee Geller, Acting Municipal Clerk.

Deputy Mayor Miller opened the meeting at 7:00 PM.

Meeting Minutes: March 15, 2023 Regular Meeting Minutes – Linda Koufodontes moved to approve the March 1, 2023 Regular Meeting Minutes. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

Public Comment on Agenda items: - No Public Comment

Presentations:

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

Ordinances: 2nd Reading/Public Hearing – No Ordinances for 2nd Reading

R2023-32
RESOLUTION TO PROVIDE FOR THE APPOINTMENT OF LEE GELLER AS
ACTING MUNICIPAL CLERK AND REGISTRAR FOR THE TOWNSHIP OF
OXFORD

WHEREAS, the Township of Oxford has terminated the shared service agreement for Clerk with the Borough of Washington pursuant to the terms of the agreement; and

WHEREAS, there exists a vacancy in the Township for the position of Acting Municipal Clerk and Registrar pursuant to the termination of the agreement; and

WHEREAS, there exists an immediate need to fill the position of Acting Municipal Clerk and Registrar; and

WHEREAS, **N.J.S.A. 40A:9-133** permits the governing body to appoint a person not holding a registered Municipal Clerk Certificate for a period not to exceed one (1) year and commencing on the date of the vacancy; and

WHEREAS, the Township desires to appoint Lee Geller as Acting Municipal Clerk and Registrar as it has been determined that Ms. Geller is the person most capable of performing the task of Acting Municipal Clerk and Registrar;

WHEREAS, the salary for the aforesaid position shall be \$40,000.00 per annum pro-rated effective April 8TH, 2023; and

WHEREAS, Ms. Geller shall also be assigned a stipend commensurate with her previous duties as finance assistant via the former shared services agreement for the same duties as assigned in the amount of \$8,750.00 per annum pro-rated effective April 8TH, 2023;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee, Township of Oxford, Warren County, New Jersey that this Resolution shall confirm that Lee Geller is hereby appointed to serve as the Acting Municipal Clerk and Registrar for the Township of Oxford for one (1) year with said year beginning to run on April 8TH, 2023.

Linda Koufodontes moved to approve Resolution 2023-32. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

R2023-33

RESOLUTION TO PROVIDE FOR THE APPOINTMENT OF NATASHA TURCHAN AS CHIEF FINANCIAL OFFICER FOR THE TOWNSHIP OF OXFORD

WHEREAS, the Township of Oxford has terminated the shared service agreement for Chief Financial Officer services with the Borough of Washington pursuant to the terms of the agreement; and

WHEREAS, there exists a vacancy in the Township for the position of Chief Financial Officer to the termination of the agreement; and

WHEREAS, there exists an immediate need to fill the position of Chief Financial Officer; and

WHEREAS, the Township desires to appoint Natasha Turchan as Chief Financial Officer as Ms. Turchan had previously served as Chief Financial Officer under the aforesaid shared service with the Borough of Washington; and

WHEREAS, Ms. Turchan shall be appointed to a four (4) year term as Chief Financial Officer pursuant to the provisions set forth in **N.J.S.A. 40A:9-140.2** et seq.; and

WHEREAS, the salary for the aforesaid position shall be \$27,500.00 per annum pro-rated effective April 8TH, 2023;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee, Township of Oxford, Warren County, New Jersey that this Resolution shall confirm that Natasha Turchan is hereby appointed to serve as Chief Financial Officer for the Township of Oxford for a four (4) year term with said term beginning to run on April 8TH, 2023.

Linda Koufodontes moved to approve Resolution 2023-33. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

R-2023-34

RESOLUTION OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN AND STATE OF NEW JERSEY, AUTHORIZING THE TOWNSHIP OF OXFORD PLANNING BOARD TO UNDERTAKE A PRELIMINARY INVESTIGATION TO DETERMINE WHETHER THE PROPOSED STUDY AREA, BLOCK 2 LOT 19 AND 18 QUALIFIES AS AN AREA IN NEED OF NON-CONDEMNATION REDEVELOPMENT PURSUANT TO N.J.S.A. 40A:12A ET SEQ.

WHEREAS, the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq. (“Redevelopment Law”), provides a mechanism to assist local governments in efforts to promote programs of redevelopment; and

WHEREAS, the Redevelopment Law sets forth the procedures for the Town to declare an area in need of redevelopment, along with the development and effectuation of a redevelopment plan; and

WHEREAS, pursuant to the required redevelopment procedures, specifically set forth in N.J.S.A. 40A:12A-6, no area of a municipality shall be deemed a redevelopment area unless the governing body of the municipality shall, by Resolution, authorize the Planning Board to undertake a preliminary investigation to determine whether a proposed area is a redevelopment area meeting the criteria set forth in N.J.S.A. 40A:12A-5; and

WHEREAS, the New Jersey Legislature adopted, and the Governor signed, P.L. 2013, Chapter 159, which amended the Redevelopment Law, including the procedural requirements of N.J.S.A. 40A:12A-5 and N.J.S.A. 40A:12A-6; and

WHEREAS, pursuant to N.J.S.A. 40A:12A-6, “[t]he 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 (hereinafter referred to as a “Non-Condensation 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 power of eminent domain (hereinafter referred to as a “Condensation Redevelopment Area”); and

WHEREAS, the Township Committee desires to commission a study to determine if the Block 2, Lot 19 and 18 on the Oxford Township Tax Map satisfies the criteria of an Area in Need of Redevelopment (Non-Condensation); and

WHEREAS, the Township Committee finds it to be in the best interest of the Township and its residents to authorize the Township’s Planning Board pursuant to N.J.S.A. 40A:12A-4 and N.J.S.A. 40A:12A-6 to undertake such preliminary investigation of the study area which includes properties Block 2, Lot 19 and 18 (the “Study Area”);

WHEREAS, the Township of Oxford wishes to direct the Planning Board to undertake a preliminary investigation and to prepare the preliminary investigation to determine whether the proposed Study Areas qualifies as an area in need of Non-Condensation Redevelopment pursuant to N.J.S.A. 40A:12A-5.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Oxford, in the County of Warren, and State of New Jersey, that the Planning Board is hereby authorized to undertake a preliminary investigation and to prepare the preliminary investigation, pursuant to the notice, conduct a hearing and comply with other requirements of the Redevelopment Law, N.J.S.A. 40A:12A-1 et seq., as amended, in order to recommend to the Township Committee whether the area comprising the study area is an area in need of **Non-Condemnation Redevelopment** according to the criteria set forth in N.J.S.A. 4A:12A-5.

BE IT FURTHER RESOLVED, that the Planning Board shall submit its findings and recommendations to the Township Committee in the form of a Resolution with supporting documentation.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution is to be forwarded to the Planning Board of the Township of Oxford.

BE IT FURTHER RESOLVED, that this Resolution shall take effect pursuant to law.

CERTIFICATION

I, Lee Geller, Acting Municipal Clerk of the Township of Oxford, County of Warren and State of New Jersey do hereby certify the foregoing to be true and correct copy of a Resolution adopted by the Township Committee at a meeting held on April 5, 2023.

Linda Koufodontes moved to approve Resolution 2023-34. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

Resolution 2023-35 – Introduction of the Budget

Linda Koufodontes moved to approve Resolution 2023-35. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

New Business:

Suufi Cannabis – Bl 26 L 90 & 90.01 – Suufi they are applying for their grant to help them along with there start up cost and in their application they need a letter from the Mayor and Chief Executive that they are ok with the style of growing facility a green house style to get them up and running, the mayor is not happing with this style but it is temporary to get them up and running. Mayor Norton did speak to Mr. Finelli and if there were any issues with their greenhouse style. Mr. Finelli stated that this style is ok for our Cannabis overlay on a temporary basis. The mayor did address with Suufi about their security and odor control. They are asking for a letter from us stating that we are ok with the style of facility for growing with their grant application only. Suufi will have to go to Land Use Board to get approval. A motion was made by Gerald Norton to supply a letter only for grant application purposes only and Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Oram Lane: Rich Wenner stated that there a non-permitting logging and container storage on the property the township has submitted their own violations. There are also containers on the property that are not permitted and need to be moved. Mayor Norton spoke to Mr. Finelli earlier and containers have not been moved as of today. Summons have been mailed both regular mail and certified mail and they have not been home to sign for them. The mayor is asking for 2 more summons to be mailed and will instruct Mr. Finelli to send them out. The Zoning Officer has authority to inspect what is in the container to see what they are storing in there outside of tree/branch rubbish.

Belvidere Ave: Rich Wenner stated that there was a court hearing last Tuesday and that the Municipal Judge gave him 30-day extension on previous summons which does not include our violations. Georgette Miller asked about the vehicles on the property if anything can be done about them Mayor Norton and Lou Accetturo DPW Supervisor went and saw the property 4/5/23 and e is not far from where we want him to be the resident is showing some good faith in cleaning up his property after 4/4.5 years of complaints on Facebook and the residents he has come a long way. What is left is a lot of equipment from his prior business he asked if he could keep some items on the property. Georgette Miller asked about the vehicle on the property The Mayor said 1 vehicle he uses not sure about the others. Mayor asked Lt. Smith if they will check the vehicles on property to see if they are registered. There is a debate about the rat issue and the mayor will reach out the Board of Health and the County Administrator to have them look in to it more.

OCS Student Council & K-kids Clean up: Georgette Miller asked if there were any funds in Clean Communities? Georgette Miller stated that Project graduation has done there cleanup and put in their requests. Matt Hall will check into the fund balance.

Old Business:

Lake Camp Fees: Summer Camp at the lake. Matt Hall stated that in our Ordinance with the lake that gives us the power to establish fees thru a resolution. Matt Hall will work with the Deputy Mayor and the Lake Director to fees and will have a resolution for the next meeting

Township Committee Reports and Correspondence.

Linda Koufodontes stated that she was not at the last meeting and said they may have appointed a new Chief Administrator. Linda Koufodontes will be at the next meeting on 4/13/23.

Lake Report: Georgette Miller said bunch of stuff being done clean ups are on their way. We also have gotten 10 new tables to add more spaces. The walking pads are complete. Getting ready for the season. Georgette Miller will send Lt. Smith dates for Holiday events and holidays to provide police security.

Community Day: June 17, 2023 - Gerald Norton said he spoke to the events coordinator and there will be about 20 vendors. Mayor Norton will need to speak to the police to make sure they are in attendance on that day and set something up with D.A.R.E as well. Mayor will reach out to the Shippen Manor if they want to do a reenactment on that day. The event Coordinator was on RNJ Radio last week promoting it and will send a copy of its conversation that was had on the radio. Mayor Norton will reach to the Fire department about parking.

Mayor Norton said that Tim Weiss Fire Chief has a new application for a Fire Fighter for approval. A motion was made by Gerald Norton to approve the application for a new Fire Fighter Mason Lynch and Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Township Administrator: Matt Hall stated he got a call from the County 911 Coordinator about maps and will discuss with Peggy Hissim. This is for Valley View estates now Highlander Hills. Hopefully we will have renumbering plan and street names soon to look over. Matt Hall states that this should not affect the mail delivery since they have a central location for mail.

Township Engineer Report: No report

Township Attorney's Report: Rich Wenner had no other items to discuss then what was already commented earlier.

Washington Police Department – LT. Smith provided a report for Special radar duty requested by Mayor Norton for specific roads in Oxford Township there was 31 motor vehicle stops. This special detail may happen again at towns request.

Motion To Pay Bills: Linda Koufodontes moved to pay all bills presented to and approved by the Committee. Seconded by Georgette Miller. Ayes: 2, Nays: 0, Abstain: 1, Absent: . Motion passed.

Public Comment:

William Grown – 56 Pequest Road – Mr. Grown purchased a vacant lot. He is planning on building a 3 bedroom house on this property in the next year, he is asked if sewer and garbage fees be waived. Rich Wenner stated that fees can be waived until Mr. Grown gets his Temporary CO. A motion was made by Gerald Norton to waive fees until a Temporary CO is given and Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Peggy Hissim – Emergency Squad – what do we do with our plastic recycles. stated that she saw plastic recycled benches at Warren Hills – the mayor said She should contact Landfill recycling coordinator for help in this.

Peggy Hissim –Emergency Squad is asking the town committee for the use of the lower level of the Municipal build for the emergency squad. Mayor Norton has some concerns. Peggy is asking for 2 rooms for storage and meeting room. Peggy Hissim said they would take over the schedule for the downstairs and fix it up and make it nice. The mayor state that he would discuss this with the committee members and get back to her but he has some reservations about the use of the downstairs.

Peggy Hissim – Ms. Hissim has some concerns with Apple Mountain land. Mayor Norton states that only a small section of the property is in Oxford. The mayor states someone is buying it and the liquor license is in Oxford.

Meeting Recap:

Executive Session – No Executive Session

Adjourn:

Mayor Norton moved to adjourn the meeting at 7:55 PM. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Lee Geller, Acting Municipal Clerk