

OXFORD TOWNSHIP MEETING
September 20, 2023

The meeting of the Township Committee of Oxford Township was held on September 20, 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, Georgette Miller and Linda Koufodontes, Township Committee, Matthew Hall, Township Administrator, Rich Wenner Township Attorney, Michael Finelli Township Engineer, Lee Geller Acting Municipal Clerk.

Mayor Norton opened the meeting at 7:00 PM.

Meeting Minutes: August 16 2023 Executive Meeting Minutes – Georgette Miller moved to approve the August 16, 2023 Executive Meeting Minutes. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 1, Absent: 0.

September 6, 2023 Meeting Minutes - Georgette Miller moved to approve the August 16, 2023 Executive Meeting Minutes. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 1, Absent: 0.

Public Comment on Agenda items: - No Comment

Presentations:

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

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

R 2023-83

RESOLUTION SETTING CERTAIN SALARIES FOR THE TOWNSHIP OF OXFORD TAX CLERK

WHEREAS the salary ordinance for 2023 was previously adopted; and

WHEREAS a need arose to increase hourly compensation for the tax collector clerk Amber Brady from the current rate of \$15.00 to \$20.00; and

WHEREAS, the Governing Body approved this action at the meeting of July 19, 2023 by unanimous vote; and

WHEREAS, the need to memorialize this action is represented by this resolution

NOW THEREFORE BE IT RESOLVED those the following salary increases be implemented retroactively effective September 20, 2023 following passage of this resolution:

EMPLOYEE

Amber Brady

RATE

\$20.00 /HR

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 September 20, 2023.

Georgette Miller moved to approve Resolution 2023-83. Seconded by Linda and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

R 2023-84

RESOLUTION APPOINTING HECTOR HERRERA AS A QPA FOR THE TOWNSHIP OF OXFORD

WHEREAS the current QPA, Rose Witt, is retiring effective 10/15/2023; and
WHEREAS a township has a need to hire another QPA; and
WHEREAS, Hector Herrera possesses all requires licenses to perform the duties of the QPA; and
WHEREAS, Township Governing Body desires to hire Mr. Herrera as the Township QPA effective 10/16/2023; and
WHEREAS the salary set for this position is set at \$6,000.00 annually

NOW THEREFORE BE IT RESOLVED those the governing body of the Township of Oxford approves appointing Hector Herrera as a QPA for the Township of Oxford as of 10/16/2023 with an annual salary of \$6,000.00

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 September 20, 2023.

Georgette Miller moved to approve Resolution 2023-84. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

**RESOLUTIONS 2023-85
TOWNSHIP OF OXFORD**

RESOLUTION AUTHORIZING PAYMENTS TO STEPHEN MALIA AND CODY MILLER FOR REFERRAL ANOTHER EMPLOYEE TO BE HIRED FOR OPERATIONS OF THE LAKE DEPARTMENT DURING THE SUMMER OF 2023

WHEREAS the Township of Oxford desired to have the Lake Operations for the summer of 2023 season fully operational; and
WHEREAS the labor shortage was noticeable; and

WHEREAS, to provide an incentive for a referral program the Township desires to provide a \$250.00 incentive for each employee referred; and

WHEREAS Cody Miller referred two employee and Stephen Malia referred one employees

NOW THEREFORE BE IT RESOVED, the Township Council authorizes the following payments:

Cody Miller \$250.00

Stephen Malia \$250.00

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 September 20, 2023.

Georgette Miller moved to approve with correction Resolution 2023-85. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

TOWNSHIP OF OXFORD RESOLUTION 2023-86

SUPPORTING THE ESTABLISHMENT AND OPERATION OF A FACILITY FOR CLASS 1 CANNABIS CULTIVATOR AND CLASS 2 CANNABIS MANUFACTURER OPERATIONS BY PURA NJ LLC ON BLOCK 24 LOT 20 IN THE TOWNSHIP OF OXFORD

WHEREAS, on November 3, 2020, the Marijuana Legalization Amendment was approved by voters in New Jersey, which legalized the possession and use of cannabis for residents twenty-one years of age or older; and

WHEREAS, on February 22, 2021, Governor Phil Murphy signed into law the New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act (“CREAMM Act”), which established the personal-use cannabis program in the State of New Jersey; and

WHEREAS, the Township of Oxford supports the safe and appropriate siting of cannabis businesses where such facilities are permitted pursuant to Ordinance 2021-10, to the extent consistent with applicable state and local statutes, rules, regulations, and ordinances; and

WHEREAS, Ordinance 2021-10 permits the operation of Class 1 Cannabis Cultivator and Class 2 Cannabis Manufacturer licensees within the Township of Oxford; and

WHEREAS, Ordinance 2021-10 does not limit the number of Class 1 Cannabis Cultivator and Class 2 Cannabis Manufacturer licensees within the Township of Oxford; and

WHEREAS, certain property exists within the Township of Oxford that is suitable to be developed with facilities for the construction and operation of a Class 1 Cannabis Cultivator and Class 2 Cannabis Manufacturer facility, as well as any other related or ancillary use (to the extent permitted by state law); and

WHEREAS, the Mayor and Committee of the Township of Oxford hereby join the CREAMM Act's initiative, and support and endorse Pura NJ LLC's application for state licensure by the State of New Jersey Cannabis Regulatory Commission ("CRC") to operate a facility for Class 1 Cannabis Cultivator and Class 2 Manufacturer operations on premises located at Block 24 Lot 20 within the Township of Oxford.

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

1. The Township of Oxford finds that it is important to provide for and protect the health and welfare of the citizens of the Township of Oxford, County of Warren, State of New Jersey, consistent with the CREAMM Act, N.J.S.A. § 24:6I-31 et seq.

2. As such, the Township of Oxford hereby supports the initiative taken by Pura NJ LLC to operate a facility for Class 1 Cannabis Cultivator and Class 2 Cannabis Manufacturer operations (to the extent permitted by state law) within the Township of Oxford's boundaries, particularly at Block 24 Lot 20 subject to, and in accordance with, all applicable ordinances.

3. The Township of Oxford has authorized the operation of Class 1 Cannabis Cultivator and Class 2 Cannabis Manufacturer licensees within the Township, and the Township of Oxford does not limit the number of licensed cannabis businesses that may operate within the Township—and therefore, the issuance of a Class 1 license and/or Class 2 license to Pura NJ LLC will not exceed any limit imposed by the Township of Oxford on the number of licensed cannabis businesses

CERTIFICATION:

I, Lee Geller, Acting Municipal Clerk of the Township of Oxford, County of Warren and State of New Jersey, **DO HEREBY CERTIFY** that this is a true and correct copy of a Resolution adopted by the Township Committee of the Township of Oxford, at their meeting held on September 20, 2023.

WITNESS, my hand and seal of the Township of Oxford on this 20th day of September, 2023.

Georgette Miller moved to approve Resolution 2023-86. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

New Business:

Mr. Finelli – Spoke about the letter the township received about Covanta and discussed in detail about the letter. That Covanta is applying for 2 permits to demo the property.

Mayor Norton

- Discussed the townwide system and that 6 people signed up for it. We contacted another company that has an app that can be connected to our website and much easier to use. At our next meeting we will start the process to cancel contract of the old program and start process for the new system

- The DPW Supervisor contacted me to request to hire a part time employee. The person is a retired county worker.

RESOLUTION 2023-87

WHEREAS, due to the resignation of an employee who served on the Department of Public works, it is desirable to assess the necessity to fill the position; and

WHEREAS, the Mayor, Committee and DPW Supervisor discussed the issue of replacing the part time employee with a part time employee

WHEREAS, the DPW Supervisor reviewed resumes and has interviewed candidates for the part-time position; and

WHEREAS, the DPW Supervisor has determined that Walter Sosville be hired as part-time DPW Laborer;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Oxford, County of Warren, and State of New Jersey that Water Sosville is hired as part-time DPW Laborer with the following conditions:

- 1) The hourly rate for the position shall be \$17.00/hour. Part time hours as needed
- 2) The position does not include health benefits, days off with pay, nor any such other benefits as offered to permanent full-time employees.
- 3) Employment will be effective as of September 22, 2023.

CERTIFICATION:

I, Lee Geller Acting Municipal Clerk of the Township of Oxford, County of Warren and State of New Jersey, **DO HEREBY CERTIFY** that this is a true and correct copy of a Resolution adopted by the Township Committee of the Township of Oxford, at their meeting held on September 20, 2023.

WITNESS, my hand and seal of the Township of Oxford on this 20th day of September 2023.

Georgette Miller moved to approve Resolution 2023-87. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Old Business:

Mike Finelli

- Met with the gas company and they see the issue and understands the issue on Mine Hill Road but not sure what the hire ups will do about it. Matt will reach out to the gas company about the issue.

Matt Hall

- Boat – EMS. Matt spoke to our CFO and there is no way we can help them out being it is not our property it is the property of the Squad.

Georgette Miller

- Notice that the Mine Hill Rd property has been clean up more but the dumpster and equipment are still there.

Mike Finelli

- Pequest Rd. Mike met with the gas company they agreed to patch the southern end only one side. The Northern side the gas company will not pave but Mr. Finelli made suggestion to ask the contractor to pave the other side as well as they will be there to do the southern side. The gas company was ok with it as long as the town reaches out to the paving company. The paving company will give us a bid for that side. Will need to go out for a Bid proposal.

Township Committee Reports and Correspondence.

Linda Koufodontes

- Attended the last BOE meeting and Mr. Nittolo stated thing are going well since school has started. They had a meeting tonight but Linda will be at the next meeting on October 12, 2023

Georgette Miller

- The library had their Line Dancing fundraiser last Friday and 9 people showed up. Not sure how they did.
- The Boy Scouts camped out at the lake last weekend.

Mayor Norton

- Stated that the new dock looks great and a there is a great picture on Facebook of a young boy who caught a cat fish. Mayor Norton says enjoy it.
- DPW preparing for winter and maintenance of their vehicles to get thru this winter season
- Will meet with the Pequest Fields contractor tomorrow to show us the new design they are proposing for the townhomes and apartments

Township Administrator:

Matt Hall

- Covanta Grant – Rich and I got a call from Highlands to propose to us the facility for agricultural used for a slaughter house. IT will be great for the area. The Highlands and the county are all for the grant study.

Township Engineer Report:

Micheal Finelli

- 2024 DOT grants we should here back form them in the next 2 months on applications
- Mt. Pisgah finished final DOT testing for Final reimbursement.
- DOT – Kent Street Bridge - \$80,000 grant approved thank you for all support letters.

Township Attorney’s Report:

Rich Wenner

- Oram Lane – Trial is set for October 17, 2023 in the afternoon requestion to be moved to the morning.
- OTI – will discuss in executive session
- Cambridge West/Pequest Fields – Still moving forward with Restrictions.

Washington Police Department:

Lt. Smith

- Stated that Chief Jones sent DOT a letter about the lane and shoulder issue on the bridge on route 31.

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

Public Comment:

Peggy Niece – Stated that she sent a letter to the town about Roosters in her area and that they are up all hours of the night making noises. Asked about or Ordinance to be changed to include Roosters.

Carol O’Halloran – Thanked the town for the progress with the Orams lane issue and said that the owners came back after the last court date and added a mattress to the container. At the top of the road who owes the property. I see that it has been weed wacked. Mayor Norton said the property is bank owned and that the town has been cutting the grass.

Meeting Recap:

Rich Wenner

- Apple Mountain
- Will follow up with Todd about Roosters

Matt Hall

- Follow up with the gas company
- Highland’s proposal
- Will meet with CFO & Tax Assessor about COAH Fees

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 personal at the lake & Contract discussion.

Mayor Norton moved to enter Executive Session at 7:43PM. Seconded by Georgette Miller. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Mayor Norton moved to return to Public Session at 8:04 PM. Seconded by Georgette Miller. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

No action was taken during Executive Session.

Rich Wenner states that we were in our Executive session for approximately 15 minutes to discussed 1 matter pending Litigation of Sewer Charges, 2 contracts OTI & Leasing of property. No Action was taken

An action will be taken on a personel issue. Rich Wenner made a motion to have the Townships Acting Cerk to send a letter to Mr. Patient that the town is not renewing his lake director contract and theat he needs to return, keys, POS system, Password, Etc. Seconded by Georgette Miller. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Adjourn: Mayor Norton moved to adjourn the meeting at 8:06PM. Seconded by Georgette Miller Ayes: 2, Nays: 0, Abstain: 0, Absent: 1. Motion passed.

Lee Geller, Acting Municipal Clerk