

**OXFORD TOWNSHIP MEETING**  
**February 7, 2024**

The meeting of the Township Committee of Oxford Township was held on February 7, 2024 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 Mayor, Georgette Miller, Township Committee, Rich Wenner, Township Attorney, Matt Hall, Township Administrator, , Lee Geller Acting Municipal Clerk.

Mayor Norton opened the meeting at 6:31 PM.

**Meeting Minutes:**

January 17, 2024 – Committee Meeting Minutes

Mayor Norton moved to approve the January 17, 2023 Committee 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 Comment

**Presentations:**

**Ordinances: 1st Reading/ Public Hearing** – Ordinances for 1<sup>st</sup> Reading

**ORDINANCE 2024-02**  
**CALENDAR YEAR 2024**

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK**  
**(N.J.S.A. 40A: 4-45.14)**

**WHEREAS**, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year’s final appropriations, subject to certain exceptions; and,

**WHEREAS**, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

**WHEREAS**, the Township Council of the Township of Oxford in the County of Warren finds it advisable and necessary to increase its CY 2024 budget by up to 3.5% over the previous year’s final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

**WHEREAS**, the Township Council hereby determines that a 1.0 % increase in the budget for said year, amounting to \$13,507.93 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Township Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the Township Council of the Township of Oxford, in the County of Warren, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2024 budget year, the final appropriations of the Township of Oxford shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$47,277.76, and that the CY 2024 municipal budget for the Township of Oxford be approved and adopted in accordance with this ordinance; and,

**BE IT FURTHER ORDAINED**, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

**I HEREBY CERTIFY** the above to be a true copy of an Ordinance introduced by the Township Committee of the Township of Oxford at a duly convened meeting held on February 7, 2024 and adopted on March 6, 2024.

Mayor Norton moved to approve the 1<sup>st</sup> read of Ordinance 2024-02. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

**TOWNSHIP OF OXFORD  
ORDINANCE NO. 2024-03  
AN ORDINANCE AUTHORIZING AS A GENERAL  
IMPROVEMENT THE IMPROVEMENT TO THE SPRING MEADOWS ROAD FOR THE  
TOWNSHIP OF OXFORD AND APPROPRIATING \$100,000.00 THEREFOR FROM THE  
“CAPITAL FUND BALANCE” OF SAID TOWNSHIP**

**BE IT ORDAINED** by the Township Council of the Township of Oxford in Warren County,

New Jersey as follows:

**Section 1.** The Township of Oxford in Warren County (hereinafter referred to as “Municipality”) is hereby authorized the following Capital Improvements for the Township of Oxford:

1. Improvement to the Spring Meadows road

**Section 2.** The work and acquisitions, authorized by Section 1 of this Ordinance shall be undertaken as a general improvement, the entire cost of which shall be contributed and borne by the municipality as a general expense, and no part of said cost shall be specially assessed against any property. The estimated cost noted of such project shall not exceed \$100,000.00 unless this Ordinance is amended.

**Section 3.** It is hereby determined and stated that the undertaking of the aforesaid projects (hereinafter referred to as “purpose”) is not a current expense of the municipality; and that the total estimated cost of said purpose is \$100,000.00, the estimated cost for the projects having been noted in Section 1 above.

**Section 4.** The sum of \$100,000.00 is hereby appropriated for said purpose from the “Capital Fund Balance” of the municipality for said purpose as required by law and now available therefore under a budget or budgets of the municipality previously adopted.

**Section 5.** The Capital budget of the municipality is hereby amended to conform with the provisions of this Ordinance to the extent of any inconsistency herewith.

**Section 6.** This Ordinance shall take effect upon its passage and publication as provided by law.

**I HEREBY CERTIFY** the above to be a true copy of an Ordinance introduced by the Township Committee of the Township of Oxford at a duly convened meeting held on February 7, 2024 and adopted on March 6, 2024.

Georgette Miller moved to approve the 1<sup>st</sup> read of Ordinance 2024-03. Seconded by Mayor Norton and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

**ORDINANCE 2024-04**  
**AN ORDINANCE FIXING THE SALARY RANGES FOR CERTAIN OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF OXFORD**

Be It Ordained by the Mayor and Committee of the Township of Oxford, County of Warren State of New Jersey as follows, until a subsequent salary ordinance is adopted:

Section 1. The salary ranges per annum for the following officers and employees of the Township of Oxford shall be as follows:

<u>Title</u>	<u>Salaries</u>	
Mayor	4,000.00- 6,000.00	per year
Deputy Mayor	3,000.00- 5,000.00	per year
Committee Person	3,000.00- 5,000.00	per year
Township Clerk	30,000.00-80,000.00	per year
Registrar	3,000.00-6,000.00	per year
Election Official	200.00-500.00	per election
Township Administrator	20,000.00-45,000.00	per year
Deputy Clerk	16.00-20.00	per hour
Deputy Clerk (Stipend)	1,500.00-2,000.00	per year
Chief Financial Officer	20,000.00-45,000.00	per year
Finance Clerk	5,000.00-10,000.00	per year
Office Clerk	16.00-20.00	per hour
Collector	20,000.00-45,000.00	per year
Collector Assistant	3,000.00 -7,000.00	per year
Tax Assessor	14,000.00-25,000.00	per year
Public Workers Foreman	50,000.00-90,000.00	per year
Assistant Supervisor	16.00-30.00	per hour
Public Works Senior Laborer	16.00-35.00	per hour
Public Works Laborer	16.00-30.00	per hour
Public Works Temporary Laborer	16.00-24.00	per hour
Equipment Operators	16.00-35.00	per hour
Zoning Officer	2,000.00-5,000.00	per year
Land Use Bd. Secretary	5,000.00-20,000.00	per year
Board of Health Member	100.00-300.00	per year
Municipal Building Custodian	16.00-25.00	per hour
Emergency Management Coordinator	1,500.00-3,000.00	per year
Animal Control Officer	1,500.00-6,000.00	per year
Animal Control Deputy	30.00-60.00	per call-out
Animal Control Officer-Expenses	25.00-30.00	per month
Lake Director	16.00-35.00	per hour
Ass't Lake Director	16.00-30.00	per hour
Lifeguards	16.00-20.00	per hour
Concession Stand Operator	16.00-20.00	per hour
Security Officer	16.00-25.00	per hour
Recycling Coordinator	50.00-75.00	per month
Crossing Guard	16.00-20.00	per hour
Qualified Purchasing Agent	5,000-7,000	per year
Mileage Reimbursement	IRS Rate	per mile

Section 2. All salary ranges above shall be retroactive to January 1, 2024.

Section 3. Any ordinance of part of ordinance inconsistent herewith is hereby repealed.

**I HEREBY CERTIFY** the above to be a true copy of an Ordinance introduced by the Township Committee of the Township of Oxford at a duly convened meeting held on February 7, 2024 and adopted on March 6, 2024.

Georgette Miller moved to approve the 1<sup>st</sup> read of Ordinance 2024-04. Seconded by Mayor Norton and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

**ORDINANCE 2024-05**

**AN ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN AND STATE OF NEW JERSEY AMENDING CHAPTER 294, *STREETS, SIDEWALKS AND TREES*, TO ADD A NEW ARTICLE VI ENTITLED *MAILBOX DAMAGE***

**Section 1:**

**BE IT ORDAINED**, by the Township Committee of the Township of Oxford, County of Warren and State of New Jersey, that Chapter 294, *Streets, Sidewalks and Trees*, is hereby amended by the addition of a new Article VI entitled *Mailbox Damage*, as follows:

Article VI Mailbox Damage

294-34 Mailbox Damage Due to Snowplowing

- A. Posts, stanchions or other support for mailboxes may be located in the street right-of-way in accordance with United States Post Office guidelines. Mailboxes which do not meet the guidelines are not a permitted structure and remain in the right-of-way solely at the expense and liability of the owner of the mailbox and post. A post/mailbox shall never be located so as to create a hazard or an obstruction to passage of roadways, sidewalks, street maintenance vehicles, or snowplowing vehicles.
- B. Should the Township or its contractors strike and damage a post and/or mailbox properly placed in the right-of-way, and the Township is able to confirm this to the Township's satisfaction, the Township or its contractors shall replace and install the post and/or mailbox with a post and/or mailbox selected by the Township. Alternatively, the property owner shall have the option of replacing and installing the post and/or mailbox, and the Township shall reimburse the property owner for the cost thereof, not to exceed \$35, upon submission of satisfactory proof of payment from the property owner. The Township shall not replace and install the post and/or mailbox or reimburse the property owner for the cost thereof if the damage is caused by snow thrown onto the mailbox as part of the plowing process or if the property owner is unable to provide adequate proof of how the damage occurred. Notice of damage where reimbursement is permitted must be provided to the Township as soon as possible after it occurs. Requests for repairs or reimbursements for damage occurring the prior winter must be received by the Township no later than May 1 of each year.

**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.

**NOTICE**

**NOTICE IS HEREBY GIVEN** that the foregoing Ordinance was introduced and passed by the Township Committee on the first reading at a meeting of the Township Committee of the Township of Oxford, held February 7, 2024, and will be considered for a second reading and final passage at a regular meeting of the Township Committee to be held on March 6, 2024 at 7:00 p.m., at the Municipal Building, located at 11 Green Street, Oxford, NJ, at which time and place any persons desiring to be heard upon the same will be given the opportunity to be so heard.

Mayor Norton moved to approve the 1<sup>st</sup> read of Ordinance 2024-05. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

**Ordinances: 2<sup>nd</sup> Reading/Public Hearing** – Ordinance for 2<sup>nd</sup> Reading

**ORDINANCE No. 2024-01**

**AN ORDINANCE TO ESTABLISH CHAPTER 286 OF THE CODE OF THE TOWNSHIP OF OXFORD ENTITLED “STORMWATER POLLUTION PREVENTION” PURSUANT TO THE REQUIREMENTS OF THE TOWNSHIP’S 2023 NJDEP MS4 PERMIT**

WHEREAS, the Township of Oxford is required by the State of New Jersey Department of Environmental Protection (NJDEP) to administer certain stormwater management requirements within the Township, and

WHEREAS, the State of New Jersey pursuant to N.J.A.C. 7:14A. on December 22, 2022 issued a New Jersey Pollutant Discharge Elimination System (NJPDES) Permit to the Township of Oxford as an operator of a Municipal Separate Storm Sewer System (MS4) within the State, and

WHEREAS, said NJPDES Permit is a renewal of the Township’s previous NJPDES permit with said new permit having an effective date of January 1, 2023; and

WHEREAS, the Township of Oxford under said new permit is required to adopt certain ordinances to protect water resources within the Township;

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN COUNTY, STATE OF NEW JERSEY,**

**THAT THE CODE OF THE TOWNSHIP OF OXFORD IS HEREBY AMENDED TO ADD A NEW CHAPTER 286 ENTITLED “STORMWATER POLLUTION PREVENTION” AS FOLLOWS:**

**SECTION 1**

A new Chapter 286 entitled “Stormwater Pollution Prevention” is established as follows:

**ARTICLE I – Pet Waste**

§121-1. Purpose.

An ordinance to establish requirements for the proper disposal of pet solid waste in the Township of Oxford, so as to protect public health, safety and welfare, and to prescribe penalties for failure to comply.

§121-2. Definitions.

For the purpose of this ordinance, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

**IMMEDIATE**

Means that the pet solid waste is removed at once, without delay.

**OWNER/KEEPER**

Any person who shall possess, maintain, house or harbor any pet or otherwise have custody of any pet, whether or not the owner of such pet.

**PERSON**

Any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

**PET**

A domesticated animal (other than a disability assistance animal) kept for amusement or companionship.

**PET SOLID WASTE**

Waste matter expelled from the bowels of the pet; excrement

**PROPER DISPOSAL**

Placement in a designated waste receptacle, or other suitable container, and discarded in a refuse container which is regularly emptied by the municipality or some other refuse collector; or disposal into a system designed to convey domestic sewage for proper treatment and disposal.

§121-3. Requirement for Disposal:

All pet owners and keepers are required to immediately and properly dispose of their pet’s solid waste deposited on any property, public or private, not owned or possessed by that person.

§121-4. Exemptions:

Any owner or keeper who requires the use of a disability assistance animal shall be exempt from the provisions of this section while such animal is being used for that purpose.

**ARTICLE II – Wildlife Feeding**

§121-5. Purpose.

An ordinance to prohibit the feeding of unconfined wildlife in any public park or on any other property owned or operated by the Township of Oxford, so as to protect public health, safety and welfare, and to prescribe penalties for failure to comply.

§121-6. Definitions.

For the purpose of this ordinance, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

**FEED**

To give, place, expose, deposit, distribute or scatter any edible material with the intention of feeding, attracting or enticing wildlife. Feeding does not include baiting in the legal taking of fish and/or game.

**PERSON**

Any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

**WILDLIFE**

All animals that are neither human nor domesticated.

§121-7. Prohibited Conduct.

No person shall feed, in any public park or on any other property owned or operated by the Township of Oxford, any wildlife, excluding confined wildlife (for example, wildlife confined in zoos, parks or rehabilitation centers, or unconfined wildlife at environmental education centers, or feral cats as part of an approved Trap-Neuter-Release program).

**ARTICLE III – Litter Control.**

§121-8. Purpose.

An ordinance to establish requirements to control littering in the Township of Oxford, so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply.

§121-9. Definitions.

For the purpose of this ordinance, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number



include the plural number. The word "shall" is always mandatory and not merely directory.

#### LITTER

Any used or unconsumed substance or waste material which has been discarded, whether made of aluminum, glass, plastic, rubber, paper, or other natural or synthetic material, or any combination thereof, including, but not limited to, any bottle, jar or can, or any top, cap or detachable tab of any bottle, jar or can, any unlighted cigarette, cigar, match or any flaming or glowing material or any garbage, trash, refuse, debris, rubbish, grass clippings or other lawn or garden waste, newspapers, magazines, glass, metal, plastic or paper containers or other packaging or construction material, but does not include the waste of the primary processes of mining or other extraction processes, logging, sawmilling, farming or manufacturing.

#### LITTER RECEPTACLE

A container suitable for the depositing of litter.

#### PERSON

Any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

#### §121-10. Prohibited acts and regulated activities.

- A. It shall be unlawful for any person to throw, drop, discard or otherwise place any litter of any nature upon public or private property other than in a litter receptacle, or having done so, to allow such litter to remain.
- B. Whenever any litter is thrown or discarded or allowed to fall from a vehicle or boat in violation of this ordinance, the operator or owner, or both, of the motor vehicle or boat shall also be deemed to have violated this ordinance.

#### **ARTICLE IV – Improper Disposal of Waste.**

#### §121-11. Purpose.

An ordinance to prohibit the spilling, dumping, or disposal of materials other than stormwater to the municipal separate storm sewer system (MS4) operated by the **[insert name of municipality]**, so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply.

#### §121-12. Definitions.

For the purpose of this ordinance, the following terms, phrases, words, and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word “shall” is always mandatory and not merely directory.

#### MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

A conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains) that is owned or operated by **[insert name of municipality]** or other public body, and is designed and used for collecting and conveying stormwater. **NOTE:** In municipalities with combined sewer systems, add the following: “MS4s do not include combined sewer systems, which are sewer systems that are designed to carry

sanitary sewage at all times and to collect and transport stormwater from streets and other sources.”

#### PERSON

Any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

#### STORMWATER

Water resulting from precipitation (including rain and snow) that runs off the land’s surface, is transmitted to the subsurface, is captured by separate storm sewers or other sewerage or drainage facilities, or is conveyed by snow removal equipment.

#### §121-13. Prohibited Conduct:

The spilling, dumping, or disposal of materials other than stormwater to the municipal separate storm sewer system operated by the Township of Oxford is prohibited. The spilling, dumping, or disposal of materials other than stormwater in such a manner as to cause the discharge of pollutants to the municipal separate storm sewer system is also prohibited.

#### §121-14. Exceptions to Prohibition:

- A. Water line flushing and discharges from potable water sources
- B. Uncontaminated ground water (e.g., infiltration, crawl space or basement sump pumps, foundation or footing drains, rising ground waters)
- C. Air conditioning condensate (excluding contact and non-contact cooling water)
- D. Irrigation water (including landscape and lawn watering runoff)
- E. Flows from springs, riparian habitats and wetlands, water reservoir discharges and diverted stream flows
- F. Residential car washing water, and residential swimming pool discharges
- G. Sidewalk, driveway and street wash water
- H. Flows from firefighting activities
- I. Flows from rinsing of the following equipment with clean water:
  - (1) Beach maintenance equipment immediately following their use for their intended purposes; and
  - (2) Equipment used in the application of salt and de-icing materials immediately following salt and de-icing material applications. Prior to rinsing with clean water, all residual salt and de-icing materials must be removed from equipment and vehicles to the maximum extent practicable using dry cleaning methods (e.g., shoveling and sweeping). Recovered materials are to be returned to storage for reuse or properly discarded. Rinsing of equipment as noted in this situation is limited to exterior, undercarriage, and exposed parts and does not apply to engines or other enclosed machinery.

#### **ARTICLE V – Yard Waste Collection Program.**

#### §121-15. Purpose.

An ordinance to establish a yard waste collection and disposal program in the Township of Oxford, so

as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply.

§121-16. Definitions.

For the purpose of this ordinance, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

**CONTAINERIZED**

Means the placement of yard waste in a trash can, bucket, bag or other vessel, such as to prevent the yard waste from spilling or blowing out into the street and coming into contact with stormwater.

**PERSON**

Any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

**STREET**

Means any street, avenue, boulevard, road, parkway, viaduct, drive, or other way, which is an existing State, county, or municipal roadway, and includes the land between the street lines, whether improved or unimproved, and may comprise pavement, shoulders, gutters, curbs, sidewalks, parking areas, and other areas within the street lines.

**YARD WASTE**

Means leaves and grass clippings.

§121-17. Yard Waste Collection

Sweeping, raking, blowing or otherwise placing yard waste that is not containerized at the curb or along the street is only allowed during the seven (7) days prior to a scheduled and announced collection, and shall not be placed closer than 10 feet from any storm drain inlet. Placement of such yard waste at the curb or along the street at any other time or in any other manner is a violation of this ordinance. If such placement of yard waste occurs, the party responsible for placement of the yard waste must remove the yard waste from the street or said party shall be deemed in violation of this ordinance.

**ARTICLE VI – Private Storm Drain Inlet Retrofitting.**

§121-18. Purpose.

An ordinance requiring the retrofitting of existing storm drain inlets which are in direct contact with repaving, repairing, reconstruction, or resurfacing or alterations of facilities on private property, to prevent the discharge of solids and floatables (such as plastic bottles, cans, food wrappers and other litter) to the municipal separate storm sewer system(s) operated by the Township of Oxford so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply.

§121-19. Definitions.

For the purpose of this ordinance, the following terms, phrases, words, and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number

include the plural number. The word “shall” is always mandatory and not merely directory.

#### MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

A conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains) that is owned or operated by [insert name of municipality] or other public body, and is designed and used for collecting and conveying stormwater. **NOTE:** In municipalities with combined sewer systems, add the following: “MS4s do not include combined sewer systems, which are sewer systems that are designed to carry sanitary sewage at all times and to collect and transport stormwater from streets and other sources.”

#### PERSON

Any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

#### STORM DRAIN INLET

An opening in a storm drain used to collect stormwater runoff and includes, but is not limited to, a grate inlet, curb-opening inlet, slotted inlet, and combination inlet.

#### WATERS OF THE STATE

Means the ocean and its estuaries, all springs, streams and bodies of surface or ground water, whether natural or artificial, within the boundaries of the State of New Jersey or subject to its jurisdiction.

#### §121-20. Prohibited Conduct.

No person in control of private property (except a residential lot with one single family house) shall authorize the repaving, repairing (excluding the repair of individual potholes), resurfacing (including top coating or chip sealing with asphalt emulsion or a thin base of hot bitumen), reconstructing or altering any surface that is in direct contact with an existing storm drain inlet on that property unless the storm drain inlet either:

- A. Already meets the design standard below to control passage of solid and floatable materials; or
- B. Is retrofitted or replaced to meet the standard in Section 121-21 below prior to the completion of the project.

#### §121-21. Design Standard.

Storm drain inlets identified in Section 121-20 above shall comply with the following standard to control passage of solid and floatable materials through storm drain inlets. For purposes of this paragraph, “solid and floatable materials” means sediment, debris, trash, and other floating, suspended, or settleable solids. For exemptions to this standard see Section 121-21.C. below.

- A. Design engineers shall use either of the following grates whenever they use a grate in pavement or another ground surface to collect stormwater from that surface into a storm drain or surface water body under that grate:
  - (1) The New Jersey Department of Transportation (NJDOT) bicycle safe grate, which is described in Chapter 2.4 of the NJDOT Bicycle Compatible Roadways and Bikeways Planning and Design Guidelines (April 1996); or

- (2) A different grate, if each individual clear space in that grate has an area of no more than seven (7.0) square inches, or is no greater than 0.5 inches across the smallest dimension.

Examples of grates subject to this standard include grates in grate inlets, the grate portion (non-curb-opening portion) of combination inlets, grates on storm sewer manholes, ditch grates, trench grates, and grates of spacer bars in slotted drains.

Examples of ground surfaces include surfaces of roads (including bridges), driveways, parking areas, bikeways, plazas, sidewalks, lawns, fields, open channels, and stormwater basin floors.

- B. Whenever design engineers use a curb-opening inlet, the clear space in that curb opening (or each individual clear space, if the curb opening has two or more clear spaces) shall have an area of no more than seven (7.0) square inches, or be no greater than two (2.0) inches across the smallest dimension.

- C. This standard does not apply:

- (1) Where the municipal engineer agrees that this standard would cause inadequate hydraulic performance that could not practicably be overcome by using additional or larger storm drain inlets that meet these standards;
- (2) Where flows are conveyed through any device (e.g., end of pipe netting facility, manufactured treatment device, or a catch basin hood) that is designed, at a minimum, to prevent delivery of all solid and floatable materials that could not pass through one of the following:
  - (a) A rectangular space four and five-eighths inches long and one and one-half inches wide (this option does not apply for outfall netting facilities); or
  - (b) A bar screen having a bar spacing of 0.5 inches.
- (3) Where flows are conveyed through a trash rack that has parallel bars with one-inch (1”) spacing between the bars; or
- (4) Where the New Jersey Department of Environmental Protection determines, pursuant to the New Jersey Register of Historic Places Rules at N.J.A.C. 7:4-7.2(c), that action to meet this standard is an undertaking that constitutes an encroachment or will damage or destroy the New Jersey Register listed historic property.

## **ARTICLE VII – Illicit Connections**

### **§121-22. Purpose.**

An ordinance to prohibit illicit connections to the municipal separate storm sewer system(s) operated by the Township of Oxford, so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply.

### **§121-23. Definitions.**

For the purpose of this ordinance, the following terms, phrases, words, and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word “shall” is always mandatory and not merely directory. The

definitions below are the same as or based on corresponding definitions in the New Jersey Pollutant Discharge Elimination System (NJPDES) rules at N.J.A.C. 7:14A-1.2.

#### DOMESTIC SEWAGE

Waste and wastewater from humans or household operations.

#### ILLCIT CONNECTION

Any physical or non-physical connection that discharges domestic sewage, non-contact cooling water, process wastewater, or other industrial waste (other than stormwater) to the municipal separate storm sewer system operated by the [insert name of municipality], unless that discharge is authorized under a NJPDES permit other than the Tier A Municipal Stormwater General Permit (NJPDES Permit Number NJ0141852). Non-physical connections may include, but are not limited to, leaks, flows, or overflows into the municipal separate storm sewer system.

#### INDUSTRIAL WASTE

Non-domestic waste, including, but not limited to, those pollutants regulated under Section 307(a), (b), or (c) of the Federal Clean Water Act (33 U.S.C. §1317(a), (b), or (c)).

#### MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

A conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains) that is owned or operated by [insert name of municipality] or other public body, and is designed and used for collecting and conveying stormwater. **NOTE:** In municipalities with combined sewer systems, add the following: “MS4s do not include combined sewer systems, which are sewer systems that are designed to carry sanitary sewage at all times and to collect and transport stormwater from streets and other sources.”

#### NJPDES PERMIT

A permit issued by the New Jersey Department of Environmental Protection to implement the New Jersey Pollutant Discharge Elimination System (NJPDES) rules at N.J.A.C. 7:14A

#### NON-CONTACT COOLING WATER

Water used to reduce temperature for the purpose of cooling. Such waters do not come into direct contact with any raw material, intermediate product (other than heat) or finished product. Non-contact cooling water may however contain algacides, or biocides to control fouling of equipment such as heat exchangers, and/or corrosion inhibitors.

#### PERSON

Any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

#### PROCESS WASTEWATER

Any water which, during manufacturing or processing, comes into direct contact with or results from the production or use of any raw material, intermediate product, finished product, byproduct, or waste product. Process wastewater includes, but is not limited to, leachate and cooling water other than non-contact cooling water.

#### STORMWATER

Water resulting from precipitation (including rain and snow) that runs off the land's surface, is transmitted to the subsurface, is captured by separate storm sewers or other sewerage or drainage facilities, or is conveyed by snow removal equipment.

§121-24. Prohibited Conduct.

No person shall discharge or cause to be discharged through an illicit connection to the municipal separate storm sewer system operated by the Township of Oxford any domestic sewage, non-contact cooling water, process wastewater, or other industrial waste (other than stormwater).

**ARTICLE VIII – Privately Owned Salt Storage.**

§121-25. Purpose.

The purpose of this ordinance is to prevent stored salt and other solid de-icing materials from being exposed to stormwater.

This ordinance establishes requirements for the storage of salt and other solid de-icing materials on properties not owned or operated by the municipality (privately-owned), including residences, in the Township of Oxford to protect the environment, public health, safety and welfare, and to prescribe penalties for failure to comply.

§121-26. Definitions.

For the purpose of this ordinance, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When consistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word “shall” is always mandatory and not merely directory.

**DE-ICING MATERIALS**

Means any granular or solid material such as melting salt or any other granular solid that assists in the melting of snow.

**IMPERVIOUS SURFACE**

Means a surface that has been covered with a layer of material so that it is highly resistant to infiltration by water.

**STORM DRAIN INLET**

Means the point of entry into the storm sewer system.

**PERMANENT STRUCTURE**

Means a permanent building or permanent structure that is anchored to a permanent foundation with an impermeable floor, and that is completely roofed and walled (new structures require a door or other means of sealing the access way from wind driven rainfall).

A fabric frame structure is a permanent structure if it meets the following specifications:

1. Concrete blocks, jersey barriers or other similar material shall be placed around the interior of the structure to protect the side walls during loading and unloading of de-icing materials;
2. The design shall prevent stormwater run-on and run through, and the fabric cannot leak;
3. The structure shall be erected on an impermeable slab;

4. The structure cannot be open sided; and
5. The structure shall have a roll up door or other means of sealing the access way from wind driven rainfall.

## PERSON

Means any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

## RESIDENT

Means a person who resides on a residential property where de-icing material is stored.

### §121-27. Deicing Material Storage Requirements.

- A. Temporary outdoor storage of de-icing materials in accordance with the requirements below is allowed between October 15<sup>th</sup> and April 15<sup>th</sup>:
  - (1) Loose materials shall be placed on a flat, impervious surface in a manner that prevents stormwater run-through;
  - (2) Loose materials shall be placed at least 50 feet from surface water bodies, storm drain inlets, ditches and/or other stormwater conveyance channels;
  - (3) Loose materials shall be maintained in a cone-shaped storage pile. If loading or unloading activities alter the cone-shape during daily activities, tracked materials shall be swept back into the storage pile, and the storage pile shall be reshaped into a cone after use;
  - (4) Loose materials shall be covered as follows:
    - (a) The cover shall be waterproof, impermeable, and flexible;
    - (b) The cover shall extend to the base of the pile(s);
    - (c) The cover shall be free from holes or tears;
    - (d) The cover shall be secured and weighed down around the perimeter to prevent removal by wind; and
    - (e) Weight shall be placed on the cover(s) in such a way that minimizes the potential of exposure as materials shift and runoff flows down to the base of the pile.

Sandbags lashed together with rope or cable and placed uniformly over the flexible cover, or poly-cord nets provide a suitable method. Items that can potentially hold water (e.g., old tires) shall not be used.
  - (5) Containers must be sealed when not in use; and
  - (6) The site shall be free of all de-icing materials between April 16<sup>th</sup> and October 14<sup>th</sup>.
- B. De-icing materials should be stored in a permanent structure if a suitable storage structure is available. For storage of loose de-icing materials in a permanent structure, such storage may be permanent, and thus not restricted to October 15 -April 15.
- C. The property owner, or owner of the de-icing materials if different, shall designate a person(s) responsible for operations at the site where these materials are stored outdoors, and who shall document that weekly inspections are conducted to ensure that the conditions of this ordinance are met. Inspection records shall be kept on site and made available to the municipality upon request.



Residents who operate businesses from their homes that utilize de-icing materials are required to perform weekly inspections.

§121-28. Exemptions.

- A. Residents may store de-icing materials outside in a solid-walled, closed container that prevents precipitation from entering and exiting the container, and which prevents the de-icing materials from leaking or spilling out. Under these circumstances, weekly inspections are not necessary, but repair or replacement of damaged or inadequate containers shall occur within 2 weeks.
- B. If containerized (in bags or buckets) de-icing materials are stored within a permanent structure, they are not subject to the storage and inspection requirements in Section 121-27 above. Piles of de-icing materials are not exempt, even if stored in a permanent structure.
- C. This ordinance does not apply to facilities where the stormwater discharges from de-icing material storage activities are regulated under another NJPDES permit.

**ARTICLE IX – Tree Removal and Replacement.**

§121-29. Purpose.

An ordinance to establish requirements for tree removal and replacement and penalties for noncompliance in the Township of Oxford to protect the environment, public health, safety and welfare.

§121-29. Definitions.

For the purpose of this ordinance, the following terms, phrases, words, and their derivations shall have the meanings stated herein unless their use in the text of this ordinance clearly demonstrates a different meaning. When consistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The use of the word "shall" means the requirement is always mandatory and not merely directory.

**APPLICANT**

Means any “person”, as defined below, who applies for approval to remove trees regulated under this ordinance.

**DIAMETER AT BREAST HEIGHT (DBH)**

Means the diameter of the trunk of a tree generally measured at a point four and a half feet above ground level from the downhill side of the tree.

**TREE OF SIGNIFICANCE**

Means any tree that is recognized by the municipal governing body or local historical organization(s) as being of significance due to its size, unique value, age, rarity, or the aesthetic, botanical, ecological, and historical value.

**HOMEOWNER**

Means a person(s) who owns a residence.

**NUISANCE TREE**

Means any tree, or limb thereof, that has an infectious disease or insect; is dead or dying; obstructs the view of traffic signs or the free passage of pedestrians or vehicles; is causing obvious damage to

structures (such as building foundations, sidewalks, etc); or threatens public health, safety, and welfare.

#### PERSON

Means any individual, corporation, company, partnership, firm, association, political subdivision of this State and any state, interstate or Federal agency.

#### PLANTING STRIP

Means the part of a street right-of-way between the abutting property line and the curb or traveled portion of the street, exclusive of any sidewalk.

#### STREET TREE

Means a tree planted in the sidewalk or a planting strip in the public right-of-way.

#### TREE

Means a woody perennial plant, typically having a single stem or trunk growing to a considerable height and bearing lateral branches at some distance from the ground.

#### TREE REMOVAL

Means to kill or to cause irreparable damage that leads to the decline and/or death of a tree. This includes, but is not limited to, excessive pruning, application of substances that are toxic to the tree, and improper grading and/or soil compaction around the base of the tree that leads to the decline and/or death of a tree. Removal does not include responsible pruning and maintenance of a tree, or the application of tree treatments intended to manage invasive species.

### §121-30. Regulated Activities.

#### A. Tree Replacement Requirements

- (1) Within a five-year period, any person who removes one or more street tree(s) with a DBH of 2.5” or more, unless exempt under Section IV, shall be subject to the requirements of the Tree Replacement Requirements Table below.
- (2) For applicants, other than “Homeowners”:  
Within a five-year period, any person, other than a homeowner, who removes one or more tree(s) with a DBH of 6” or more per acre, unless exempt under Section IV, shall be subject to the requirements of the Tree Replacement Requirements Table below.
- (3) For “Homeowner” applicants:  
Within a five-year period, any person that removes more than three (3) trees per acre that fall into categories 1, 2, or 3, combined, or anyone (1) tree in categories 4 or 5 in the Tree Replacement Requirements table below, unless exempt under Section 121-31, shall be subject to the requirements of the Tree Replacement Requirements Table below.
- (4) Acceptable species of replacement trees are as follows:
  - (a) October Glory Maple
  - (b) Green Mountain Sugar Maple
  - (c) Princeton Sentry Ginkgo
  - (d) Sour Gum
  - (e) Swamp White Oak

- (f) Willow Oak
  - (g) Red Oak
  - (h) Sawleaf Zelkova
- (5) Replacement tree(s) shall meet the required actions in table below, and shall be planted within twelve (12) months of the date of removal of the original tree(s). Replacement tree(s) shall be monitored by the applicant for a period of two (2) years to ensure their survival and shall be replaced as needed within twelve (12) months. Trees planted in temporary containers or pots do not count towards tree replacement requirements.

**Tree Replacement Requirements Table:**

Category	Tree Removed (DBH)	Required Action
1	DBH of 2.5" (for street trees) or 6" (for other trees) to 12.99"	Replant 1 tree in accordance with Appendix A, with a minimum DBH of 1.5" for each tree removed
2	DBH of 13" to 22.99"	Replant 2 trees in accordance with Appendix A, with minimum DBHs of 1.5" for each tree removed
3	DBH of 23" to 32.99"	Replant 3 trees with minimum DBHs of 1.5" for each tree removed
4	DBH of 33" or greater	Replant 4 trees with minimum DBHs of 1.5" for each tree removed
5	Tree of Significance*	Replant 5 trees with minimum DBHs of 1.5" for each tree removed

\*Tree of Significance removals shall be approved by the Township Committee.

**B. Replacement Alternative.**

If the municipality determines that some or all required replacement trees cannot be planted on the property where the tree removal activity occurred, then the applicant shall do one of the following:

- (1) Plant replacement trees in a separate area(s) approved by the municipality.
- (2) Pay a fee (amount to be set by municipality) per tree removed. This fee shall be placed into a fund dedicated to tree planting.

**§121-31. Exemptions.**

All persons shall comply with the tree replacement standard outlined above, except in the following cases. Justification shall be provided, in writing, to the municipality by all persons claiming an exemption:

- A. Clearing, cutting, and/or removal of trees which is necessary to service, maintain, or ensure the continued safe use of a lawfully existing structure, right-of-way, field, park, and/or garden.

- B. Tree farms in active operation, nurseries, fruit orchards, and garden centers;
- C. Properties used for the practice of silviculture under an approved forest stewardship or woodland management plan;
- D. Any trees removed pursuant to a New Jersey Department of Environmental Protection (NJDEP) or U.S. Environmental Protection Agency (EPA) approved environmental clean-up, or NJDEP approved habitat enhancement plan;
- E. Approved game management practices, as recommended by the State of New Jersey Department of Environmental Protection, Division of Fish, Game and Wildlife;
- F. Nuisance trees may be removed with no fee or replacement requirement.

**SECTION 2**

All actions of the Township taken prior to the date of adoption hereof contemplated by this Ordinance are hereby ratified and approved.

**SECTION 3**

If any section, paragraph, subsection, clause or provision of this Ordinance shall be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any remaining part thereof.

**SECTION 4**

All Ordinances or parts of Ordinances of the Township of Oxford heretofore adopted that are inconsistent with any of the terms and provisions of this Ordinance are hereby repealed to the extent of such inconsistency.

**SECTION 5**

This Ordinance shall take effect immediately upon its final passage, approval and publication as provided by law.

I HEREBY CERTIFY the above to be a true copy of an Ordinance introduced by the Township Committee of the Township of Oxford at a duly convened meeting held on January 3, 2024\_\_\_\_\_ and adopted on February 7, 2024.

Mayor Norton moved to approve the 2nd read of Ordinance 2024-01. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

**Resolutions:**

**RESOLUTION 2024-28  
APPOINT  
TIFFANY TAGARELLI AS SUBSTITUTE MUNICIPAL PROSECUTOR FOR OXFORD  
TOWNSHIP**

**WHEREAS**, the position of Substitute Municipal Prosecutor is filled by a person providing a service; and

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

That Tiffany Tagarelli be appointed as Substitute Municipal Prosecutor for one (1) year term expiring December 31, 2024.

**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 Committee Meeting February 7, 2024.

**WITNESS**, my hand and seal of the Township of Oxford, on this 7<sup>th</sup> day of February 2024.

Mayor Norton moved to approve Resolution 2024-28. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

**RESOLUTION # 2024-29**  
**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 2, 2021 to MELLOW INVESTOR INC., 945 MCKINNEY ST, #18803, HOUSTON, TX 77002, in the amount of \$49.98 for taxes or other municipal liens assessed for the year 2020 in the name of JONES, MELISSA/LOPRINZI, TIMOTHY S as supposed owners, and in said assessment and sale were described as 25 HENRY STREET, Block 26 Lot 110, which sale was evidenced by Certificate #21-00015, and

**WHEREAS**, the Collector of Taxes of said taxing district of the Township of Oxford, do certify that on 1/31/2024 and before the right to redeem was cut off, as provided by law, TIMOTHY LOPRINZI claiming to have an interest in said lands, did redeem said lands claimed by MELLOW INVESTOR INC. by paying the Collector of Taxes of said taxing district of Oxford Township the amount of \$116.98 which is the amount necessary to redeem Tax Sale Certificate #21-00015.

**NOW THEREFORE BE IT RESOLVED**, on this 7<sup>th</sup> day of February, 2024 by the Township Committee of the Township of Oxford, County of Warren to authorize the Treasurer to issue a check payable to MELLOW INVESTOR INC., 945 MCKINNEY ST, #18803, HOUSTON, TX 77002 in the amount of **\$216.98** (This consists of \$116.98 Certificate Amount redeemed + \$100.00 Premium).

**BE IT FURTHER RESOLVED**, that the Tax Collector is authorized to cancel this lien on Block 26 Lot 110 from the tax office records.

**Certification:**

I, Lee Geller, Clerk of the Township of Oxford, County of Warren, State of New Jersey, do hereby certify that the foregoing Resolution is a true and exact copy of a Resolution adopted by the Township Committee of the

Township of Oxford on February 7, 2024.

Mayor Norton moved to approve Resolution 2024-29. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

**RESOLUTION # 2024-30**  
**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 21, 2022 to CHANGSHENG LU, 628 N. BUTRICK ST, WAUKEGAN, IL 60085, in the amount of \$937.83 for taxes or other municipal liens assessed for the year 2021 in the name of JONES, MELISSA/LOPRINZI, TIMOTHY S as supposed owners, and in said assessment and sale were described as 21 HENRY STREET, Block 26 Lot 108, which sale was evidenced by Certificate #22-00017, and

**WHEREAS,** the Collector of Taxes of said taxing district of the Township of Oxford, do certify that on 1/31/24 and before the right to redeem was cut off, as provided by law, TIMOTHY LOPRINZI claiming to have an interest in said lands, did redeem said lands claimed by CHANGSHENG LU by paying the Collector of Taxes of said taxing district of Oxford Township the amount of \$2,420.89 which is the amount necessary to redeem Tax Sale Certificate #22-00017.

**NOW THEREFORE BE IT RESOLVED,** on this 7<sup>th</sup> day of February, 2024 by the Township Committee of the Township of Oxford, County of Warren to authorize CFO to issue a check payable to CHANGSHENG LU, 628 N. BUTRICK ST, WAUKEGAN, IL 60085 in the amount of **\$4,520.89** (This consists of \$2,420.89 Certificate Amount redeemed + \$2,100.00 Premium).

**BE IT FURTHER RESOLVED,** that the Tax Collector is authorized to cancel this lien on Block 26 Lot 108 from the tax office records.

**Certification:**

I, Lee Geller, Clerk of the Township of Oxford, County of Warren, State of New Jersey, do hereby certify that the foregoing Resolution is a true and exact copy of a Resolution adopted by the Township Committee of the Township of Oxford on February 7, 2024.

Mayor Norton moved to approve Resolution 2024-30. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

**RESOLUTION # 2024-31**  
**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 21, 2022 to the TOWNSHIP OF OXFORD, 11 GREEN ST, OXFORD, NJ 07863, in the amount of \$163.16 for taxes or other municipal liens assessed for the year 2021 in the name of JONES, MELISSA/LOPRINZI, TIMOTHY S as supposed owners, and in said assessment and sale were described as 25 HENRY STREET, Block 26 Lot 110, which sale was evidenced by Certificate #22-00019 and

**WHEREAS,** the Collector of Taxes of said taxing district of the Township of Oxford, do certify that on 1/31/2024 and before the right to redeem was cut off, as provided by law, TIMOTHY LOPRINZI claiming to have an interest in said lands, did redeem said lands claimed by the TOWNSHIP OF OXFORD by paying the Collector of Taxes of said taxing district of Oxford Township the amount of \$495.44 which is the amount necessary to redeem Tax Sale Certificate #22-00019.

**NOW THEREFORE BE IT RESOLVED,** on this 7<sup>th</sup> day of February, 2024 by the Town Committee of the Township of Oxford, County of Warren authorizes the Mayor to sign Certificate #22-00019 for cancellation.

**BE IT FURTHER RESOLVED,** that the Tax Collector is authorized to cancel this lien on Block 26 Lot 110 from the tax office records.

**Certification:**

I, Lee Geller, Clerk of the Township of Oxford, County of Warren, State of New Jersey, do hereby certify that the foregoing Resolution is a true and exact copy of a Resolution adopted by the Township Committee of the Township of Oxford on February 7, 2024.

Mayor Norton moved to approve Resolution 2024-31. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

**RESOLUTION 2024-32**  
**TOWNSHIP OF OXFORD**  
**RESOLUTION AUTHORIZING EMERGENCY TEMPORARY APPROPRIATION IN THE AMOUNT OF**  
**\$150,000.00**

**WHEREAS,** an emergent condition has arisen in that the Township of Oxford is expected to enter in contracts, commitments or payments prior to the 2024 budget and no adequate provision has been made in the 2024 temporary budget for the aforesaid purposes, and

**WHEREAS,** N.J.S. 40A:4-20 provides for the creation of an emergency temporary appropriation for said purpose, and

**WHEREAS,** the total emergency temporary appropriation resolutions adopted in the year 2024 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this resolution total \$150,000,

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Township of Oxford, in the County of Warren, State of New Jersey, (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20:

1. Emergency temporary appropriations be and the same are hereby made in the amount of \$150,000.00
2. Said emergency temporary appropriations will be provided for in the 2024 budget.
3. That one certified copy of this resolution be filed with the Director, Division of Local Government Services.

### **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 reorganization meeting held on February 7, 2024.

Georgette Miller moved to approve Resolution 2024-32. Seconded by Mayor Norton and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

### **RESOLUTION 2024-33**

#### **RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES CONTRACT WITH DILIGENT INNOVATION PURSUANT TO N.J.S.A. 40A:11-5(1)(a)(i)**

**WHEREAS**, the Township of Oxford had a need to acquire professional engineering services relative to an Economic Impact Assessment for the proposed Northwest New Jersey Food Processing and Innovation Center (“Project”); and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), a contract for such services may be awarded without competitive bidding by reason that such services constitute "professional services" which are services rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship; and

**WHEREAS**, The Township of Oxford wishes to award a contract to Diligent Innovation pursuant to and payable from the grant award received from the Highlands Council November 28, 2023 at an aggregate of all invoices NOT TO EXCEED the sum of \$150,000.00; and

**WHEREAS**, the Township Committee finds it to be in the best interest of the Township of Oxford to authorize said work, which work is not subject to public bidding;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Oxford, County of Warren, State of New Jersey, that the Mayor and Acting Municipal Clerk are authorized to enter into a Contract with Diligent Innovation for an amount NOT TO EXCEED the sums set forth in the grant award and workplan attached hereto and made a part hereof.

**BE IT FURTHER RESOLVED** that the Acting Clerk is hereby authorized and directed to cause a notice to be published in the manner provided by law setting forth the nature, duration, service and amount of the Contract and that the resolution and Contract are on file in the Office of the Clerk and are available for public inspection.



**CERTIFICATION**

I, Lee Geller, Acting Municipal Clerk for the Township of Oxford do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Township Committee at their February 7, 2024 meeting.

Mayor Norton moved to approve Resolution 2024-33. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

**RESOLUTION 2024-34**

**RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES CONTRACT WITH FOOD LIVESTOCK PLANNING, INC. PURSUANT TO N.J.S.A. 40A:11-5(1)(a)(i)**

**WHEREAS**, the Township of Oxford had a need to acquire professional planning services relative to an Economic Impact Assessment for the proposed Northwest New Jersey Food Processing and Innovation Center (“Project”); and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), a contract for such services may be awarded without competitive bidding by reason that such services constitute "professional services" which are services rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship; and

**WHEREAS**, The Township of Oxford wishes to award a contract to Food Livestock Planning, Inc. pursuant to and payable from the grant award received from the Highlands Council November 28, 2023 at an aggregate of all invoices NOT TO EXCEED the sum of \$150,000.00; and

**WHEREAS**, the Township Committee finds it to be in the best interest of the Township of Oxford to authorize said work, which work is not subject to public bidding;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Oxford, County of Warren, State of New Jersey, that the Mayor and Acting Municipal Clerk are authorized to enter into a Contract with Food Livestock Planning, Inc. for an amount NOT TO EXCEED the sums set forth in the grant award and workplan attached hereto and made a part hereof.

**BE IT FURTHER RESOLVED** that the Acting Clerk is hereby authorized and directed to cause a notice to be published in the manner provided by law setting forth the nature, duration, service and amount of the Contract and that the resolution and Contract are on file in the Office of the Clerk and are available for public inspection.

**CERTIFICATION**

I, Lee Geller, Acting Municipal Clerk for the Township of Oxford do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Township Committee at their February 7, 2024 meeting.

Georgette Miller moved to approve Resolution 2024-34. Seconded by Mayor Norton and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

**RESOLUTION 2024-35**

**RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES CONTRACT WITH ECONOMIC MODELING, LLC D/B/A LIGHTCAST PURSUANT TO N.J.S.A. 40A:11-5(1)(a)(i)**

**WHEREAS**, the Township of Oxford had a need to acquire professional planning services relative to an Economic Impact Assessment for the proposed Northwest New Jersey Food Processing and Innovation Center (“Project”); and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), a contract for such services may be awarded without competitive bidding by reason that such services constitute "professional services" which are services rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship; and

**WHEREAS**, The Township of Oxford wishes to award a contract to Economic Modeling, LLC d/b/a Lightcast pursuant to and payable from the grant award received from the Highlands Council November 28, 2023 at an aggregate of all invoices NOT TO EXCEED the sum of \$150,000.00; and

**WHEREAS**, the Township Committee finds it to be in the best interest of the Township of Oxford to authorize said work, which work is not subject to public bidding;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Oxford, County of Warren, State of New Jersey, that the Mayor and Acting Municipal Clerk are authorized to enter into a Contract with Economic Modeling, LLC for an amount NOT TO EXCEED the sums set forth in the grant award and workplan attached hereto and made a part hereof.

**BE IT FURTHER RESOLVED** that the Acting Clerk is hereby authorized and directed to cause a notice to be published in the manner provided by law setting forth the nature, duration, service and amount of the Contract and that the resolution and Contract are on file in the Office of the Clerk and are available for public inspection.

**CERTIFICATION**

I, Lee Geller, Acting Municipal Clerk for the Township of Oxford do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Township Committee at their February 7, 2024 meeting.

Mayor Norton moved to approve Resolution 2024-35. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

**RESOLUTION 2024-36**

**RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES CONTRACT WITH PINTO CONSULTING TO N.J.S.A. 40A:11-5(1)(a)(i)**

**WHEREAS**, the Township of Oxford had a need to acquire professional planning and grant preparation services relative to an Economic Impact Assessment for the proposed Northwest New Jersey Food Processing and Innovation Center (“Project”); and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), a contract for such services may be awarded without competitive bidding by reason that such services constitute "professional services" which are services rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship; and

**WHEREAS**, The Township of Oxford wishes to award a contract to Pinto Consulting pursuant to and payable from the grant award received from the Highlands Council November 28, 2023 at an aggregate of all invoices NOT TO EXCEED the sum of \$150,000.00; and

**WHEREAS**, the Township Committee finds it to be in the best interest of the Township of Oxford to authorize said work, which work is not subject to public bidding;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Oxford, County of Warren, State of New Jersey, that the Mayor and Acting Municipal Clerk are authorized to enter into a Contract with Pinto Consulting. for an amount NOT TO EXCEED the sums set forth in the grant award and workplan attached hereto and made a part hereof.

**BE IT FURTHER RESOLVED** that the Acting Clerk is hereby authorized and directed to cause a notice to be published in the manner provided by law setting forth the nature, duration, service and amount of the Contract and that the resolution and Contract are on file in the Office of the Clerk and are available for public inspection.

#### **CERTIFICATION**

I, Lee Geller, Acting Municipal Clerk for the Township of Oxford do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Township Committee at their February 7, 2024 meeting.

Georgette Miller moved to approve Resolution 2024-36. Seconded by Mayor Norton and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

#### **RESOLUTION 2024-37**

##### **RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES CONTRACT WITH FLORIO, PERRUCCI, STEINHARDT, CAPPELLI & TIPTON, LLC PURSUANT TO N.J.S.A. 40A:11-5(1)(a)(i)**

**WHEREAS**, the Township of Oxford had a need to acquire professional legal services relative to an Economic Impact Assessment for the proposed Northwest New Jersey Food Processing and Innovation Center ("Project"); and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), a contract for such services may be awarded without competitive bidding by reason that such services constitute "professional services" which are services rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship; and

**WHEREAS**, The Township of Oxford wishes to award a contract to Florio, Perrucci, Steinhardt, Cappelli & Tipton, LLC pursuant to and payable from the grant award received from the Highlands Council November 28, 2023 at an aggregate of all invoices NOT TO EXCEED the sum of \$150,000.00; and

**WHEREAS**, the Township Committee finds it to be in the best interest of the Township of Oxford to authorize said work, which work is not subject to public bidding;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Oxford, County of Warren, State of New Jersey, that the Mayor and Acting Municipal Clerk are authorized to enter into a Contract with Florio, Perrucci, Steinhardt, Cappelli & Tipton, LLC for an amount NOT TO EXCEED the sums set forth in the grant award and workplan attached hereto and made a part hereof.

**BE IT FURTHER RESOLVED** that the Acting Clerk is hereby authorized and directed to cause a notice to be published in the manner provided by law setting forth the nature, duration, service and amount of the Contract and that the resolution and Contract are on file in the Office of the Clerk and are available for public inspection.

### **CERTIFICATION**

I, Lee Geller, Acting Municipal Clerk for the Township of Oxford do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Township Committee at their February 7, 2024 meeting.

Georgette Miller moved to approve Resolution 2024-37. Seconded by Mayor Norton and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

### **New Business:**

Mayor Norton stated that the resident of 341 Rt 31 wrote a letter asking if their Sewer and garbage service can be suspended due to a house fire in January which made their house unlivable. Will revisit the suspension in 3 months. Rich Wenner stated to make this Resolution 2024-38

### **RESOLUTION NO. 2024-38**

### **RESOLUTION OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING THE SUSPENSION OF SEWER AND GARBAGE FEES FOR 341 ROUTE 31 DUE TO UNINHABITABILITY OF STRUCTURE DUE TO FIRE DAMAGE**

**WHEREAS**, the Township Committee of the Township of Oxford, County of Warren, State of New Jersey operates, pursuant to NJSA 40A:26A-1, *et.seq.* a sewer utility by and through which the Township provides wastewater treatment services and charges the users of said system for the treatment of wastewater conveyed through the system; and

**WHEREAS**, the Township also operates a solid waste collection facility; and

**WHEREAS**, the property owner or 341 Route 31 has advised the Township that the structure is uninhabited due to fire damage and has requested the suspension of sewer and garbage fees until such time as the structure is inhabited; and

**WHEREAS**, the Township Committee has the authority to suspend garbage collection fees pursuant to §280-13.1 of the Town Code and also sewer service fees pursuant to §260-17(E).

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Oxford that the Township hereby authorizes the suspension of sewer and garbage service fees until such time as the property at 341 Route 31 is habitable.

### **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 February 7, 2024.

Mayor Norton moved to approve Resolution 2024-38. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

Mayor Norton stated that the 2 parcels the town owns known as Hissim and Quinzel properties didn't have an official lease. I would like to go bid for agriculture farming on these 2 properties. Rich Wenner stated to make this Resolution 2024-39.

### **RESOLUTION 2024-39**

#### **RESOLUTION OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN AND STATE OF NEW JERSEY AUTHORIZING THE ADVERTISEMENT FOR THE SOLICITATION OF BIDS FOR THE RIGHT TO LEASE PROPERTY NO LONGER NEEDED FOR PUBLIC USE**

**WHEREAS**, the Township of Oxford ("Township") is the owner of certain real property identified as Block 26, Lot 85 on the tax maps of the Township located on Mt. Pisgah Road and consisting of +/- 45 acres ("Parcel 1") and Block 26, Lot 86 on the tax maps of the Township located on 70 Mt. Pisgah Road and consisting of +/- 78 acres ("Parcel 2") (collectively, "The Parcels"); and

**WHEREAS**, Parcel 1 and Parcel 2 are unimproved farmland; and

**WHEREAS**, the governing body of the Township of Oxford determined that The Parcels are no longer needed for public use and that the interests of the public would best be served by leasing The Parcels at public auction pursuant to N.J.S.A. 40A:12-14 **to be used for agricultural and/or horticultural purposes only**; and

**WHEREAS**, the Township has determined that the term of the leases shall be for 5 years with a 1-year renewal; and

**WHEREAS**, the Township has determined to accept individual bids for Parcel 1 & 2 or a joint bid for The Parcels; and

#### **NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The governing body of the Township of Oxford does hereby find and declare that Block 26 Lot 85 and 86 are no longer needed for public use and authorizes the lease thereof upon the following terms and conditions.
  - a. All bidders shall submit a proposal to farm, **for agricultural and/or horticultural purposes only**, Parcel 1 and/or Parcel 2, individually or collectively.
  - b. The bidders shall identify whether any sub-leases will be entered into it, same being acceptable provided that the subleases are consistent with the limitation of **agricultural and/or horticultural purposes only**.
  - c. The bidders shall identify the amount to be paid to the Township on an annual basis, as well as the amount to be paid for the renewal term.
  - d. All lease payments shall be made:
    - i. First year lease payment to be paid in full, up front and upon the execution of the lease ;

- ii. Each succeeding year's lease payment shall be made within five (5) days of the succeeding year's commencement.
  - e. The Bidder must provide proof of insurance at customary limits naming the Township as an additional insured.
  - f. Each bidder shall identify the crop to be grown and any crop rotation schedule to be implemented.
  - g. The successful Bidder shall be required to execute a lease or leases with the Township.
2. This Resolution shall serve as the official advertisement as required by N.J.S.A. 40A:12-14 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 auction.
  3. The auction of this Property shall be conducted via sealed bid, which bids shall be opened at 06:30 p.m. on March 6, 2024, at the Township Municipal Building with an award or rejection of all bids occurring at the regular Committee Meeting.
  4. All persons wishing to bid on the Property must submit proposals by 12:00 pm on March 6, 2024, addressed to the Municipal Clerk of the Township at 11 Green Street, Oxford, New Jersey 07863 and reference Sealed Bid Proposal for Block 26, Lots 85 & 86.
  5. Upon the completion of the bidding, the highest bid may be accepted or all of the bids may be rejected by the Governing Body.

### **CERTIFICATION**

I, Lee Geller, Acting Clerk for the Township of Oxford, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their February 7, 2024 meeting.

Mayor Norton moved to approve Resolution 2024-39. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

Mayor Norton stated that our Acting Municipal Clerk Lee Geller her first-year appointment is coming up and she will an extension since she will not be able to take her State Clerks exam until April 17, 2024. Rich Wenner stated that we can appoint her to 1 year, but an extension needs to get approval from the DCA. Rich Wenner will put a letter together and send it out to the state.

Mayor Norton moved to send a letter to the DCA for Lee Geller extension of her appointment. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

Mayor Norton received an email from the elections board to request to split the 2 districts in the Municipal to 1 upstairs and 1 downstairs. Mayor Norton stated that we will not split the 2 districts and keep it the same in the Council Chambers. Mayor Norton asked Ms. Geller to send the elections board a email letting them know that we want to keep it as it has been for this year's elections.

Mayor Norton discussed the appointment of the Township Planner we carried over our planner form last year and did another RFP and have decided to appoint Van Cleef as our Township Planner. Ms. Geller will contact Hey & Gruel and let them know of the change in planner.

Mayor Norton moved to the immediate appointment of the Township Planner Van Cleef. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

Mayor Norton discussed 127 Pinehurst Drive. The resident is a new owner and never received the bill and was told that it was sent to the wrong address. The resident would like to have interest fees waived in the amount of \$40.75. Rich Wenner stated to mark this a Resolution 2024-40.

Mayor Norton moved to approve Resolution 2024-40 to waive interest fees of \$40.75. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent:

### **Old Business:**

45 Bush St. – Mayor Norton has not seen any changes with this property and would like to have another Habitability hearing for this Property. Rich Wenner will do his research and schedule the hearing for March 6, 2024 Committee Meeting.

Emergency Squad Property – Mayor Norton asked about the property in question for the Emergency Squad and that Mr. Finelli will have more information at our next meeting on February 21, 2024

Emergency Squad New Ambulance – Peggy Hissim states she would be asking 3 separate towns for the cost of the new ambulance. Peggy will put a hold on asking for funds from Oxford for the new ambulance being that she is getting a piece of land for a new building. May have an ambulance donated to them. Asked for them to add it on a future budget for a new ambulance.

Mayor Norton asked the status of the correction of the Zoning Map. Rich Wenner stated that he spoke to Mike Finelli and Richard Schneider and will work with our new planner to get this in motion. Should have an Ordinance for the next meeting on February 21, 2024

Highlander Hills address change – Peggy Hissim stated that they have finally come to an understanding of street names and numbers. Peggy will hand deliver the letter to each resident and they will have 90 days to make their changes. At our next meeting we need to have an ordinance for street signs.

### **Township Committee Reports and Correspondence.**

Mayor Norton

- attended the BEO meeting and there was no new news but he did discuss the new development with the school board.
- stated that the DPW painted the foyer and some offices in the Municipal building this past week.

**Township Administrator:**

Matt Hall

- Has an upcoming meeting with Highlander Hills/DEP about funds for Oxford
- Discussed the code 294-13 for the street signs
- Has a meeting next week with our CFO about the budget

**Township Engineer Report:** no report

**Township Attorney's Report:**

Rich Wenner

- Will have the Sweeney Ordinance at our next meeting on February 21, 2024
- Sent a letter to Crown Castle about the easement to the tower no response back as of yet – Will have SHRI Properties contact them.
- Cambridge West has been filed and must file a motion next week.

**Washington Police Department:**

Capt. Smith – No reports to share with the Committee at this time

**Motion To Pay Bills:**

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

**Public Comment:**

Sharon Keanon Oxford, NJ

- discussed the history of the property and is not happy with the street and address change. Will have Mr. Finelli check out the new units.

Peggy Hissim, Oxford, NJ

- asked about her budget increase of \$3,000

Katie Hoffman Oxford, NJ

- asked about Henry street and when it ill be paved it is in rough shape.
- Asked about the leasing of the Hissim and Quinzel Property

**Meeting Recap:**

Rich Wenner

- 341 Rt 31 – Resolution 2024-38



- Leasing of the Hissim and Quinzel Property
- 130 Buckley Ave Resolution form 2023
- DCA letter for Lee Geller
- 127 Pinehurst Resolution 2024-40
- Emergency Squad Land
- Valley View estates (highlander Hills) Ordinance

Matt Hall

- Meeting with Brownfield on Monday
- CFO budget meeting next week

**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 was a Lake Director/Personnel.

Mayor Norton moved to enter Executive Session at 7:20 PM. Seconded by Georgette Miller. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1. Motion passed.

Mayor Norton moved to return to Public Session at 7:32 PM. Seconded by Georgette Miller. No action was taken during the Executive Session.

Rich Wenner stated that we were in executive session for proximately 10 minutes for the Contract negotiations. No Action was taken during this time

**Adjourn:**

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

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Lee Geller, Acting Municipal Clerk