

OXFORD TOWNSHIP MEETING
May 1, 2024

The meeting of the Township Committee of Oxford Township was held on May 1, 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, Linda Koufodontes, Township Committee, Rich Wenner, Township Attorney, Matt Hall, Township Administrator, Mike Finelli, Township Engineer, Tim O’Brien, Township Planner, Lee Geller Acting Municipal Clerk,

Mayor Norton opened the meeting at 6:34 PM.

Meeting Minutes:

April 17, 2024 – Committee Meeting Minutes

Georgette Miller moved to approve the April 17, 2024, Committee Meeting Minutes. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

April 17, 2024 – Executive Session Minutes

Georgette Miller moved to approve the April 17, 2024, Executive Session Minutes. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

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.

Linda Koufodontes moved to enter Executive Session at 6:35 PM. Seconded by Georgette Miller. Ayes: 3, Nays: 0, Abstain: 0, Absent: Motion passed.

Georgette Miller moved to return to Public Session at 6:49 PM. Seconded by Linda Koufodontes
No action was taken during the Executive Session.

Rich Wenner stated that we were in executive session for proximately 10 minutes to discuss a potential litigation. No Action was taken during this time

Mayor Norton stated that we had a last minute add to discuss our zoning Map Ordinance.

Public Comment on Agenda items: - NO Comment

Ordinances: 1st Reading/ Public Hearing –

Ordinances: 2nd Reading/ Public Hearing

**TOWNSHIP OF OXFORD
COUNTY OF WARREN**

**ORDINANCE 2024-09
AN ORDINANCE AMENDING CHAPTER 340-26.A FENCES AND WALLS OF THE CODE OF
THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF NEW JERSEY**

WHEREAS, the Township of Oxford desires to amended the chapter 340-26 Fences and Walls to incorporate fence requirements for permitted uses under Chapter 340-18.3 Cannabis Overlay Zone pursuant to NJAC 17:30-10.3 requirements for fencing and walls.

WHEREAS, the Township of Oxford will permit fence and wall height in all yards to be a height of eight feet (8’) for permitted uses of Chapter 340-18.3 by adding exceptions to 340-26.A(2), 340-26.A(4) and 340-26.A(10).

NOW THEREFORE BE IT ORDAINED by the Mayor and Committee of the Township of Oxford, County of Warren, State of New Jersey, that Chapter 340-26 will be amended as follows:

A. Walls and fences.

(1) Walls and fences may be erected where required for privacy, screening, separation, security or to serve other necessary and reasonable functions.

(2) Design and materials shall be functional, they shall compliment the character of the size and type of building, and they shall be suited to the nature of the project and the proposed site architecture.

a. Exception: fences required for uses regulated pursuant to NJAC 17:30-10-3, design and materials shall comply with NJAC 17:30-10-3 requirements and are exempt from design and material requirements that conflict with NJAC 17:30-10-3.

(3) No fence or wall shall be so constructed or installed so as to constitute a hazard to traffic and safety.

(4) No fence in any front yard shall exceed a height of four feet as measured from the lowest elevation of

the finished grade or from the top of the retaining wall. In the case of corner lots, such restrictions shall apply to both street frontages. No fence shall exceed six feet in height inside rear yards. Fences shall have a 50% minimum transparency.

a. Exception: fences required for uses regulated pursuant to NJAC 17:30-10-3 shall be permitted to be eight feet (8') in height for all yards and transparency limits shall only apply if compliance with NJAC 17:30-10-3 can be achieved.

(5) Along State Highways Route 31, fences up to six feet high are permitted in the front or the back yard of single-family homes, whichever abuts the road.

(6) A dog run or privacy area may have fencing a maximum of seven feet in height, provided that such area or structure is located in rear yard areas only and is set back from any lot line in accordance with accessory setback requirements.

(7) A tennis court area, located in rear yard areas only, may be surrounded by a fence at least 15 feet high, said fence to be set back from any lot line the distance required for accessory buildings in the applicable district.

(8) Swimming pool requirements shall be adhered to as per BOCA regulations.

(9) Board-on-board fence shall be constructed with opposing boards separated by a rail/beam no more than four inches in width.

(10) All permitted fences shall be situated on a lot in such a manner that the finished side of such fence shall face adjacent properties. No fence shall be erected nor constructed of any material or in any manner which may be dangerous to persons or animals, except that these provisions shall not apply to farms and except further that fences permitted for commercial and industrial uses may be topped by a barbed wire protective barrier but should not exceed a total height of 10 feet.

A. Exception: fences required for uses regulated pursuant to NJAC 17:30-10-3 shall comply if compliance with NJAC 17:30-10-3 can be achieved, otherwise the regulated use would be exempt from (10).

BE IT FURTHER ORDAINED All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

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 the section, paragraph, subsection, clause, or provision so adjudged, and the remainder of this ordinance shall be deemed valid and effective.

This Ordinance shall take effect upon final passage and publication in accordance with New Jersey law.

Introduced: April 3, 2024

Adopted: May 1, 2024

NOTICE

NOTICE IS HEREBY GIVEN that the foregoing Ordinance was introduced and passed on the first reading by the Township Committee of Oxford, County of Warren, State of New Jersey on April 3, 2024, at the Oxford Township Municipal Building located at 11 Green Street, Oxford, New Jersey. The Ordinance will be considered for second and final reading at a meeting of the Township Committee **May 1, 2024** or as soon thereafter as the matter may be reached and considered, at the Oxford Township Municipal Building located at 11 Green Street, Oxford, New Jersey. At that time, the public is invited to ask questions, raise objections, or provide public comment with regard to the proposed adoption of this Ordinance.

Mayor Norton opened up Public Comment.

NO public comments

Georgette Miller moved to approve Ordinance 2024-09 Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Ordinance 2024-10 & Ordinance 2024-11 - Carried over to our next meeting on May 15, 2024

Georgette Miller moved to carry over Ordinance 2024-10 & 2024-11 Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Resolutions:

RESOLUTION 2024-61
**RESOLUTION REQUESTING APPROVAL FOR AN INCREASE
IN THE CHANGE FUND FOR THE OXFORD FURNACE LAKE**

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Change Fund for the Oxford Furnace Lake of the Township of Oxford; and

WHEREAS, it is the desire of the Committee to increase the petty cash fund for the Oxford Furnace Lake \$350.00,

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

1. Meredith Ferris, Oxford Furnace Lake, be and is hereby appointed custodian of the Change Fund and is authorized and permitted to establish a Change Fund in the amount not to exceed \$350.00 pursuant to the provision of N.J.S.A. 40A:5-21.

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 May 1, 2024.

Georgette Miller moved to approve Resolution 2024-61 Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

RESOLUTION #2024-62
A RESOLUTION TO REFUND OVERPAYMENT OF PROPERTY TAXES

WHEREAS, according to the Tax Collector’s records, there is an overpayment of \$2,316.69 on 2023 4th Quarter Taxes paid on property located at 21 HENRY ST, also known as Block 26 Lot 108, and in the name of JONES, MELISSA/LOPRINZI, TIMOTHY S; and

WHEREAS, CORELOGIC over paid the 3rd quarter and TIMOTHY LOPRINZI and CORELOGIC had both paid the 4th Quarter 2023 property taxes, resulting in the overpayment; and

WHEREAS, the Tax Collector has received a written request from TIMOTHY LOPRINZI that the overpayment be refunded to them.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey, to hereby authorize the Tax Collector and Treasurer to refund the amount of \$2,316.69 payable to:

TIMOTHY LOPRINZI
21 HENRY STREET
OXFORD, NJ 07863

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 May 1, 2024.

Georgette Miller moved to approve Resolution 2024-62 Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Resolution 2024.63

TOWNSHIP OF OXFORD

RESOLUTION TO AMEND BUDGET

WHEREAS, the local municipal budget for the year 2024 was introduced and approved on the 20th of March, 2024 and
 WHEREAS, the public hearing on said budget has been held as advertised, and
 WHEREAS, it is desired to amend said approved budget, now
 THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Oxford, County of Warren, that the following amendments to the approved budget of 2024 be made:

<u>RECORDED VOTE</u> (INSERT LAST NAMES)	(Aves ((Nays ((Abstained ((Absent ((
	(((((
	(((((
	(((((
			<u>FROM</u>		<u>TO</u>
Anticipated Revenues:					
1. Surplus Anticipated			495,000.00		329,753.16
Total Surplus Anticipated			495,000.00		329,753.16
Summary of Revenues:					
3. Miscellaneous Revenues					
Total Section A: Local Revenues			0.00		0.00
Total Section D: Interlocal Agreements			0.00		0.00
Total Section F: Public and Private Revenues			0.00		0.00
Total Section G: Special Items of General Revenue			0.00		0.00
Total Miscellaneous Revenues			0.00		0.00
Subtotal General Revenues			1,936,876.79		1,771,629.95
6. Amount to Be Raised By Taxes for Support of Municipal Budget					0.00
a) Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes			1,020,463.00		1,185,709.84
Total Amount to be Raised by Ataxes for Support of Municipal Budget			0.00		0.00
7. Total General Revenues			2,957,339.79		2,957,339.79

BE IT FURTHER RESOLVED, that two certified copies of this resolution be filed forthwith in the Office of the Director of Local Government Services for her certification of the local municipal budget so amended.

Public hearing on this amendment will be held on May 15th at 6:30 p.m. at the municipal building located at 11 Green Street, Oxford, NJ 07863

It is hereby certified that this is a true copy of a resolution amending the budget, was introduced by the governing body on the 1 day of May, 2024.

Certified by me

5/11

, 2024

Lee Green
Municipal Clerk



Mayor Norton stated that earlier we introduced a Zero Budget but due to circumstances out of our control. We will need to amend our budget and it will increase by 16.5%. There will be an increase for 2025 as well. The average increase for a single home is about \$350.00. This also does not included the school tax increase.

Georgette Miller moved to approve Resolution 2024-63 Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

RESOLUTION 2024-64
RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES CONTRACT WITH GAELS GROUP PURSUANT TO N.J.S.A. 40A:11-5(1)(a)(i)

WHEREAS, the Resolution 2024-34 awarded contract to Northwest New Jersey Food Processing and Innovation Center ('project) for Professional Services

WHEREAS, the correct vendor for the project is Gaels Group

WHEREAS, this resolution corrects the award of the contract from Northwest New Jersey Food Processing and Innovation Center to Gaels Group

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 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 May 1, 2024 meeting.

Georgette Miller moved to approve Resolution 2024-64 Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

RESOLUTION NO. 2024-65

RESOLUTION OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING THE WAIVER OF INTEREST ON SEWER BILL OTHERWISE DUE AND OWING FOR 93 PINEHURST DRIVE

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 there is due and owing for wastewater collection services interest in the amount of: Sewer : \$580.46; and

WHEREAS, said amount accrued due to no fault of the current owner and the Township Committee desires to waive the payment of same.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Oxford that the Township hereby authorizes that the interest accrued as identified above be and hereby is waived.

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 May 1, 2024.

Mayor Norton moved to approve Resolution 2024-65 Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

New Business:

Proclamation Older Americans Month

Georgette Miller read the Proclamation.

Older Americans Month 2024

A Proclamation

Whereas, May is Older Americans Month, a time for us to recognize and honor the Township of Oxford older adults and their immense influence on every facet of American society; and

Whereas, through their wealth of life experience and wisdom, older adults guide our younger generations and carry forward abundant cultural and historical knowledge; and

Whereas, older Americans improve our communities through intergenerational relationships, community service, civic engagement, and many other activities; and

Whereas, communities benefit when people of all ages, abilities, and backgrounds have the opportunity to participate and live independently; and

Whereas, The Township of Oxford must ensure that older Americans have the resources and support needed to stay involved in their communities — reflecting our commitment to inclusivity and connectedness; and

Now, therefore, Mayor Gerald Norton of the Township of Oxford do hereby proclaim May 2024 as Older Americans Month. This year's theme, "Powered by Connection," emphasizes the profound impact of meaningful interactions and social connection on the well-being and health of older adults in our community.

Mayor Gerald Norton call upon all residents to join me in recognizing the contributions of our older citizens and promoting programs and activities that foster connection, inclusion, and support for older adults.

Georgette Miller moved to approve Older Americans Month Proclamation Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Mayor Norton stated that he would like the Fire Department Chief and Emergency Squad Chief to return to our next meeting in order to discuss our budget.

Old Business:

Surfs Up Contract – Georgette Miller stated that the owner is contacting the state for his business registration certificate.

Great Blue Contract – 4 month treatment plan for Oxford Lake for a 2 acres of the swimming area.

Georgette Miller moved to approve Great Blue Contract for the lake Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Solitude – Georgette Miller stated that Solitude would be for the treatment at the Lake for water chestnut 2 treatments cost will be around \$1928.00. Still waiting for their contract. There is no other company that will treat the water chestnut. Table to next meeting

Mayor Norton discussed the Ordinance for zoning. There are 2 areas on the map that were drafting errors on the last map and we need to correct those mistakes. The areas are TC4 and R10 zones. We will need to send for 1st reading and then send to the Land Use Board for discussion and then notice the areas before 2nd reading/public comment.

Township Committee Reports and Correspondence.

Georgette Miller

- Sand was delivered to the lake, we bought 2 new grills to be rented.
- Cintas set up the first aid supplies
- Lifeguard training will be May 12 & 18, 2024. We will be using Raritan Valley Community college pool for training. Will do the lake part of the training at the lake,

Mayor Norton moved to approve Contract for Raritan Valley College for Lifeguards training Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

- Spoke to Matt Hall about the boat race at our lake and we don't think it is a good fit with what the company is requiring from us to run the races
- Lopatcong Tricky Tray is asking for 3 lake passes for thee event
- The lake will be hosting there first event on June 27, 2024 6pm-9pm with Catherine McCall. Meredith and I spoke to our Delightful bakery in town and we are going to promote her business and she will provide sweet treats for the event. I am asking can this event be a BYOB of we make 21 and older. Rich Wenner will check into this and get back to the committee.
- The lake will have their first lake testing tomorrow Meredith will be on-site for this
- We have 7 new employees to hire.

RESOLUTION 2024-66

ROUND 2 HIRING 5/1/2024							
No.	Employee Name		Years in Service @ OFL	2022 Rate	2023 Rate	2024 Rate	Job Title
24	Dylan	Roberts	2nd Year	N/A	\$13.50	\$14.00	Concession
25	Isabelle	Lowry	1st Year	N/A	N/A	\$13.85	Concession / Grounds Keeper
26	Cody	Miller	2nd Year	N/A	\$15.00	\$15.50	ALT: Grounds / Concessions
27	Connor	Ferris	1st Year	N/A	N/A	\$14.25	ALT: Grounds
28	William	Breeden	1st Year	N/A	N/A	\$13.85	Grounds
29	Ayden	Isabelle	1st Year	N/A	N/A	\$13.85	Grounds
30	Cora	Geller	1st Year	N/A	N/A	\$14.00	ALT: Ticket Booth / Concessions

Mayor Norotn moved to approve all employees and abstain for W. Breeder Resolution 2024-66 to hire of the listed of Lake employees stated Seconded by Georgette Miller and abstained for C. Miller approved all employees and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Linda Koufodontes – the BOE Meeting was last week more crowded then normal. The Archery team is again #1 in New Jersey for about the last 17 years. The gym teacher is retiring at the end of the year. The school will be increasing their budget by 2% by law which will increase taxes. They will not rehire 4 teachers and 4 paraprofessionals for next school year. Next meeting BOE meeting May 16, 2024.

Township Administrator:

Matt Hall

- Our risk management team and our lake director will need to set up PEOSHA training for the lake employees.
- Life Gard training will work on the Certificate of insurance.
- JCPL contacted me about construction in the town.
- Division Fire safety working on the fine for the fire alarm system.

Township Engineer Report:

Mike Finelli

- Pedestrian Bridge we received verbal approval and will be going out for bid soon.
- Wall St DOT grant will be submitted end of June
- Port Colden still working on it. Phase 1 curbing and then phase 2 paving

- Dam inspection got the quote from our diver and Peggy has offered for us to use there boat during the inspection.

Township Attorney's Report:

Rich Wenner

- Nothing to report at this time

Washington Police Department:

Lt. Smith

- Chief Jones and Mr. Nitolo spoke about the parking issues at the school. Lou DPW supervisor will fix the ruts in the back parking lot so the teachers and park their cars there. Also asked if we could lift the parking restriction on the one side on church street during pick up for 1 hour to utilize both sides but be mindful if there is an emergency that the parents park as close to the curb as possible so the emergency vehicles can get thru. We can try this on a trial basis.

Mayor Norton moved to approve moved to approves opposite side of the street parking on Church St. from 2;30pm – 3;30pm Monday thru Friday only. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Motion To Pay Bills:

Georgette Miller moved to pay all bills presented and approved by the Committee. Seconded by Linda Koufodontes Ayes: 3, Nays: 0, Abstain: 0, Absent 1: Motion passed.

Public Comment:

James Vernon, Oxford, NJ

- Asked our Deputy Mayor about the treatment at the lake.
- Baseball fields asked why they are not being used. That is an OYA question.
- Wells at Dutch hill contaminated with arsenic. Asking about NJ American water

Sharon Keanon, Oxford, NJ

- That she had an arsenic issue with her water
- Inquired about the zoning map

Kevin McGrath, Oxford NJ

- Inquired about Ordinance 2024-10- will email him the ordinance.

Meeting Recap:

Matt Hall – will get Peggy Hissim the letter for Highlander Hills.
Rich Wenner – Look into the BYOB for the lake event and Executive session.
Mike Finelli – Pedestrian bridge notice, Wall St. grant, Dam inspection

Adjourn:

Mayor Norton moved to adjourn the meeting at 7:49 PM. Seconded by Linda Koufodontes
Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Lee Geller, Acting Municipal Clerk