

**TOWNSHIP MEETING  
AUGUST 5, 2009**

The regular scheduled meeting of the Mayor and Committee of the Township of Oxford was held on August 5, 2009 in the Township Municipal Building, 11 Green Street, Oxford, New Jersey.

Mayor Lazorisak announced that the meeting had been properly advertised in compliance with the OPMA of 1975 and called the meeting to order at 5:07 PM.

In attendance were Alex Lazorisak, Bonnie Riley, William Bray, (arrived 5:15 pm), Howard Vex and Sheila L. Oberly.

On motion by Mr. Lazorisak and seconded by Mrs. Riley to enter into Executive Session. Motion was rescinded by Mr. Lazorisak and seconded by Mrs. Riley.

**RESOLUTION 2009-65**

**GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT**

**WHEREAS**, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

**WHEREAS**, the Annual Report of Audit for the year 2008 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

**WHEREAS**, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

**WHEREAS**, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

**WHEREAS**, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

**WHEREAS**, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

**WHEREAS**, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

**WHEREAS**, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

**NOW, THEREFORE BE IT RESOLVED**, That the Oxford Township Committee of the Township of Oxford, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

On motion by Mr. Lazorisak and seconded by Mrs. Riley to adopt **Resolution 2009-65**.

**RESOLUTION 2009-66**

**REFUNDING TAX SALE CERTIFICATE #498  
THAT WAS REDEEMED**

**WHEREAS**, the property owned by Donald Dezelic, also known as Block 33.02, Lot 22, located at 24 Olde Forge had unpaid 2007 sewer service charges and was sold at a Tax Sale held on July 21, 2008 by the Oxford Township Tax Collector; and

**WHEREAS**, Frank Gallagher was the successful bidder of the above stated property; and the amount of the Tax Sale consisted of sewer service charges, interests and other costs, and totaled \$781.44 and is represented by Tax Sale Certificate #498; and

**WHEREAS**, Indymac Bank paid \$987.08 on July 20, 2009 to the Oxford Township Tax Collector to satisfy the outstanding Tax Sale Certificate;

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Township Committee of the Township of Oxford on this 5<sup>th</sup> day of August 2009 that the Chief Financial Officer be authorized to draw a check payable to Frank Gallagher in the amount of \$987.08 for the redemption of Tax Sale Certificate #498 and forward such check to the Tax Collector for further processing.

**RESOLUTION 2009-67**

**REFUNDING TAX SALE CERTIFICATE #540  
THAT WAS REDEEMED**

**WHEREAS**, the property owned by John C Occhipinti, also known as Block 38, Lot 14, located at 7 Axford Ave had unpaid 2008 taxes and sewer service charges and was sold at a Tax Sale held on April 6, 2009 by the Oxford Township Tax Collector; and

**WHEREAS**, there were no bidders for this parcel, it was struck off to the Township of Oxford; and such certificate was later assigned to John LaFlamme of 9 Lisa Ct, Oxford, NJ 07863 at a meeting of the governing body held on June 3, 2009; and

**WHEREAS**, Kathryn Occhipinti paid \$9,489.03 on July 27, 2009 to the Oxford Township Tax Collector to satisfy the outstanding Tax Sale Certificate;

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Township Committee of the Township of Oxford on this 5<sup>th</sup> day of August 2009 that the Chief Financial Officer be authorized to draw a check payable to John LaFlamme in the amount of \$9,489.03 for the redemption of Tax Sale Certificate #540 and forward such check to the Tax Collector for further processing.

On motion by Mrs. Riley and seconded by Mr. Lazorisak to adopt **Resolution 2009-66 and Resolution 2009-67.**

**RESOLUTION 2009-68**

**EXTEND THIRD QUARTER 2009  
PROPERTY TAX PAYMENT GRACE PERIOD**

**WHEREAS**, the Warren County Board of Taxation did not strike the 2008 Oxford Township property tax rate until July 27, 2009 resulting in the delay of billing Oxford Township taxpayers last half of 2009 and first half of 2010 property taxes; and

**WHEREAS**, bills needed to be printed, stuffed, and mailed to homeowners and financial institutions as soon as possible and were so sent on July 30, 2009; and

**WHEREAS**, NJSA 54:4-64, Delivery of Tax Bills, provides that bills must be mailed or delivered no less than 25 days prior to the end of the grace period:

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Township Committee of the Township of Oxford on this 5<sup>th</sup> day of August 2009 that the Tax Collector be authorized to set the deadline of the extended third quarter 2009 tax payment grace period to August 24, 2009.

On motion by Mr. Lazorisak and seconded by Mrs. Riley, to adopt **Resolution 2009-68**.

The Warren County Garden Club asked for permission to use the Oxford Township Municipal Building on September 24, 2009 from 1:30 – 3:30 PM. The Committee voted to table this request.

**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.

1. The public shall be excluded from the discussion of any action upon the hereinafter-specific subject matter.
2. The general nature of the subject matter to be discussed is: one contractual matter- (police merger), and one potential litigation- (Lawsuit).

It is anticipated at this time that the above stated subject matter will be made public at the conclusion of the litigation. The motion carried with the following roll call vote.

On motion by Mr. Lazorisak, seconded by Mrs. Riley and passed unanimously on roll call vote to enter Executive Session at 5:15 PM.

On motion by Mr. Lazorisak, seconded by Mrs. Riley and passed unanimously on roll call vote, to enter into open session at 6:30 PM. No Official action was taken.

Mayor Lazorisak asked everyone to stand for the flag salute.

On motion by Mr. Bray, seconded by Mrs. Riley and passed unanimously on roll call vote to pass **Resolution 2009-17 Salary Resolution.**

Bill Colantano reviewed the 2009 audit report with the Committee and distributed paperwork explaining the recommendations that was included in the audit. Mr. Lazorisak suggested that Mr. Colantano and Dawn Stanchina (CFO) set up a meeting to review all the recommendations listed and correct them for 2009.

The Committee discussed the Warren County Garden Club's request to use the meeting room on September 24<sup>th</sup>. Mrs. Riley suggested that the Township should require that all outside organizations submit a certificate of liability and a small fee to cover the cost of use of the building. Mr. Lazorisak stated that there should be something in writing stating the rules and regulations. Mr. Bray also suggested that a deposit be submitted with the request. Mr. Lazorisak said he would work on rules to follow for all outside organizations to follow.

On motion by Mr. Lazorisak, seconded by Mr. Bray and passed unanimously on roll call vote to turn down the Warren County Garden Club's request at this time.

Mrs. Riley explained that Sharon Cooper, Brown & Brown Insurance called her to notify her that the Oxford Furnace Summer Festival's Liability Insurance should be covered under the Township's liability policy. This insurance would not increase the Township's insurance premium.

On motion by Mrs. Riley, seconded by Mr. Bray and passed unanimously on roll call vote to cover Oxford Furnace Summer Festival's liability insurance under the Township's insurance plan.

On motion by Mrs. Riley, seconded by Mr. Lazorisak and passed unanimously on roll call vote to pass the one-day social affairs permit for the Oxford Township Fire Department to be used at the Oxford Furnace Summer Festival.

Mrs. Riley stated that the Oxford Emergency Squad would be holding a Cardboard Boat Regatta and Flea Market, to be held at the Oxford Furnace Lake on September 12<sup>th</sup> from 8:00 AM to 4:00 PM.

On motion by Mrs. Riley, seconded by Mr. Lazorisak and passed unanimously on roll call vote to advertise for two crossing guards for the 2009-2010 school year.

Mrs. Riley said she has received grass-cutting ordinances from Independence, Phillipsburg and Pohatcong Townships, showing fees to be charged to the homeowner/mortgage company/bank to mow grass for a bankruptcy, foreclosure or other properties that weeds and vegetation is high. She will call Mr. Lavery to write an ordinance to be introduced on first reading at the September 16<sup>th</sup> meeting Authorizing the Department of Public Works or bid out the job to mow such properties.

Mrs. Riley stated that there has been a second illegal dumping outside the DPW garage and the Oxford police were notified. Mr. Lazorisak made a recommendation that the police director follow up with the Lt. Lilly.

The Township Committee received a letter from Warren County Freeholders in regard to share services, charging a fee to be paid for equipment and operator by the Township. Mr. Lazorisak will speak to other Mayors for their feedback and will call County Administrator/Freeholder Clerk, Steve Marvin.

Mr. Lazorisak said that the Committee has received a proposal from Robert Venitelli, CES for investigation and Phase I assessment at 50 Wall Street for the amount of \$2,500.00. Mr. Lazorisak said he spoke to Mr. Finelli and the proposal amount is very reasonable.

On motion by Mr. Bray, seconded by Mrs. Riley and passed unanimously on roll call vote to authorize the Mayor to sign the proposal.

Mr. Bray asked about the grate issue on Henderson Street. Mrs. Riley said that the grate is all rebuilt and it will be blacktopped on the next warm day, which will complete the project. The second one in front of the school will be completed before school begins on September 3, 2009.

Mr. Bray said he is looking into getting a better rate on the employee Health Insurance Plan for the Township. He has spoke to three individuals, one that has saved money for the Oxford school, another individual referred to him by Sharon Cooper of Brown and Brown and a third person referred to him to speak to.

Mr. Bray said that he has calls into Trenton about stimulus money available to be used toward the water main extension on Lower Denmark Road and also he has not heard back from NJ American Water with their revised figures.

Mr. Lazorisak stated that he would open the meeting to public comment but at this time since there is an investigation going on involving the Oxford Police Department, the Committee will not discuss or answer any questions regarding the investigation.

**PUBLIC COMMENT:**

Diane Hooper asked about the police coverage for the Township since there are only three officers working. Mr. Bray answered her by explaining that the other officers are working over-time to cover the officer's shift.

Mr. Riethmueller asked about the "Goose Hunt" in September. The Committee discussed the dates and times to schedule the hunt. The Committee decided to hold the goose hunt on September 15<sup>th</sup> – September 30<sup>th</sup> from dawn to noon. At the August 19<sup>th</sup>, township meeting, a "Goose Hunt" resolution will be put on the agenda.

Asia Calabrese asked about the police contract. Mr. Lazorisak stated that the contract was finalized tonight and is being written up and action will probably be taken at the next Township meeting.

Mr. Lazorisak said he had a meeting with Chief McDonald of Washington Township this past week to go over the merger agreement and has forwarded it on to Mr. Lavery for attorney review. Also, Mr. Lazorisak said that the Committee is talking to Belvidere in regards to a merger with that police department. He said the Committee is looking at all options at this point.

Bruce Doyle of the Oxford Fire Department stated that the fire department is suffering from the economic situation and is working hard to meet their budget. He requested to the Township to receive the money that was appropriated in the 2009 budget. Mrs. Riley stated that she sent a letter to the fire department explaining that the Committee needed a financial statement for 2008 showing all income and expenses and a signed voucher with the dollar figure requested.

Public Comment closed at 8:00 PM.

Mrs. Riley said that she received a call from Habitat for Humanity asking for preferably free land to build houses. She stated that Washington Township and Harmony has donated land by foreclosing on land and selling it to them for one dollar. The Committee will discuss this with Mr. Lavery, Township Attorney.

On motion by Mr. Bray, seconded by Mrs. Riley and passed unanimously on roll call vote to pay all bills listed on the August 5, 2009 Bill List.

On motion by Mr. Lazorisak, seconded by Mr. Bray to adjourn the meeting at 8:18 PM.

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Sheila L. Oberly, RMC