

**REORGANIZATION MEETING
JANUARY 6, 2010**

The reorganization meeting of the Township Committee of Oxford Township was held on January 6, 2010 in the Oxford Township Municipal Building, 11 Green Street, Oxford, New Jersey.

In attendance were Bonnie Riley, William Bray, and Sheila L. Oberly.

The Clerk, Sheila L. Oberly at 7:00 PM announced that the meeting has been properly advertised in compliance with the OPMA of 1975 and called the meeting to order.

The flag salute was recited.

Sheila L. Oberly, Township Clerk swore in Donald Niece to a three-year term on the Oxford Township Committee, expiring December 31, 2012.

The Clerk called for nominations for Mayor. On motion by Mr. Bray and seconded by Mr. Niece, to appoint Donald Niece as Mayor of Oxford Township for the year 2010. Mrs. Riley abstained.

Mayor Niece called for nominations for Deputy Mayor. On motion by Mr. Niece seconded by Mr. Bray and passed unanimously on roll call vote to appoint Bonnie Riley as Deputy Mayor.

**ONE-YEAR APPOINTMENTS BY THE MAYOR
JANUARY 6, 2010**

Township CFO/Treasurer	Dawn Stanchina*
Tax and Sewer Collector:	Karen Lance**
Tax Assessor	Richard Motyka***
Zoning Officer:	Michael Finelli
Municipal Court Administrator	Jerilynn Harris
Municipal Deputy Court Administrator	Vera Hart

*** Four-year Appointment-01/01/2008 to 12/31/2011**

**** Four-year Appointment-01/01/2009 to 12/31/2012**

*****Four-year Appointment-07/01/2008 to 06/30/2012**

APPOINTMENTS TO THE LAND USE BOARD

Class I Member:	Donald Niece
Class II Member:	Rick Calabrese
Class III Member	William Bray
Class IV Member:	Robert Nyland
Class IV Member	Alex Lazorisak
Class IV Member	Vacant
Alternate Member I:	Vacant
Alternate Member II	Vacant
Municipal Coordinator to Office On Aging:	Peter Yurick
Animal Control Officer:	Gary and Betty Wysocki

COMMITTEES WITHIN THE TOWNSHIP COMMITTEE:

Finance Committee:	Township Committee
Affirmative Action Liaison:	Bonnie Riley
Roads, Streets, Garbage and Street Lighting:	Donald Niece
Public Safety and Police Liaison:	William Bray
Welfare:	Bonnie Riley
Recreation:	Donald Niece
Liaison to EFR:	Donald Niece
Liaison to PCFA:	Bonnie Riley
Liaison to PRMUA	Donald Niece
Liaison to Board of Education:	Bonnie Riley
Liaison to Board of Chosen Freeholders:	Donald Niece

On motion by Mr. Bray, seconded by Mrs. Riley and passed unanimously on roll call vote to make the above appointments as discussed.

**REAPPOINTMENT OF MUNICIPAL CLERK
SHEILA L. OBERLY**

WHEREAS, Sheila L. Oberly has served in the capacity of Municipal Clerk since her original appointment date of January 1, 2007, for a three (3) year term as authorized by N.J.S.A.40A:9-133(c) as specified, and

WHEREAS, Ms. Oberly is a Registered Municipal Clerk as required by N.J.S.A.40A:9-133.2; and

WHEREAS, by virtue of the foregoing Ms. Oberly is eligible to be reappointed as Municipal Clerk for an additional three (3) year term as authorized by N.J.S.A. 40A:9-133;

NOW, THEREFORE BE IT RESOLVED on this 6TH day of January 2010 that Sheila L. Oberly is hereby reappointed Municipal Clerk of the Township of Oxford for a three (3) year term effective January 1, 2010.

On motion by Mr. Niece, seconded by Mr. Bray and passed unanimously on roll call vote to appoint Sheila L. Oberly, to a three-year term as Municipal Clerk/Registrar.

RESOLUTION 2010-01

**RESOLUTION OF THE TOWNSHIP COMMITTEE
OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN
AND STATE OF NEW JERSEY DESIGNATING
REGULAR MEETING DATES / TIMES**

WHEREAS Section 13 of the Open Public Meetings Act, Chapter 231, P.L. 1975, requires that at least once a year, not later than January 10th of such year, this public body shall post and mail to newspapers designated by said body, a schedule of the location, time and date of such work sessions and regular meetings of said body during the succeeding year;

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

TOWNSHIP COMMITTEE MEETINGS of the Township of Oxford shall be held at 7:00 PM on the first and third Wednesday of the month at the Oxford Township Municipal Building, 11 Green Street, Oxford, New Jersey.
The dates of such regular meetings are as follows for the year 2010.

<u>MONTH</u>	<u>REGULAR MEETINGS</u>	
January	6 th	20 th
February	3 rd	17 th
March	3 rd	17 th
April	7 th	21 st
May	5 th	19 th
June	2 nd	16 th
July	7 th	21 st
August	4 th	18 th
September	1 st	15 th
October	6 th	20 th
November	3 rd *	
December	1 st	15 th

The Monthly Board of Health Meetings will immediately follow the first and/or third Wednesday meeting each month.

*The regular monthly meeting of November has been rescheduled to allow the Township Committee to attend the League of Municipalities Conference.

RESOLUTION - 2010-02

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF OXFORD, COUNTY OF WARREN AND
STATE OF NEW JERSEY DESIGNATING NEWSPAPER TO
RECEIVE NOTICES OF MEETINGS**

WHEREAS Section 3 (d) of the Open Public Meeting Act, Chapter 231, P.L. 1975, requires that certain notices of meetings shall be submitted to two (2) newspapers of the Township; and

WHEREAS the second newspaper designated by this body must be one, which has the greatest likelihood of informing the public within the jurisdictional boundaries of this body, of such meetings:

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

(1) That **The EXPRESS TIMES**, Easton, Pennsylvania is hereby designated as the official newspaper of the Township, to receive all notices of meetings as required under the Open Public Meetings Act.

(2) The **STAR GAZETTE**, Hackettstown, N.J. is designated as the second newspaper as required under the Open Public Meetings Act.

RESOLUTION-2010-03

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF OXFORD, COUNTY OF WARREN AND
STATE OF NEW JERSEY DESIGNATING DEPOSITORY
FOR TOWNSHIP FUNDS**

WHEREAS the laws of the State of New Jersey require that depositories be named for the Township Funds by the governing body of each and every municipality within the boundaries of the State; and

WHEREAS it is the desire of the members of the Township Committee of the Township of Oxford, to comply with all of the requirements of the law on this subject:

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Oxford, County of Warren and State of New Jersey, that the following be named depositories for the **TOWNSHIP OF OXFORD**, for the year January 1, 2010 to December 31, 2010.

1. Skylands Community Bank – Oxford, New Jersey
2. First Bank of Hope – Great Meadows, New Jersey
3. PNC – Washington, New Jersey
4. Valley National Bank – Belvidere, New Jersey
5. Wachovia Bank – Washington, New Jersey

RESOLUTION – 2010-04

**RESOLUTION FIXING TAX AND SEWER COLLECTION
DATES AND INTEREST RATES**

BE IT RESOLVED, that taxes shall be collected quarterly, the dates being February 1, May 1, August 1 and November 1, and that the interest rate of 8% per annum up to the first \$1,500.00 of delinquency, and 18% per annum over \$1,500.00 of delinquency, be collected after the respective due dates. There will be a ten (10) day grace period after which unpaid taxes will be charged interest from the due date. If a delinquency is over \$10,000.00 at year-end, an additional 6% flat penalty will be included.

BE IT RESOLVED, that sewer charges shall be collected quarterly, the dates being January 1, April 1, July 1, and October 1, with a thirty (30) day grace period. The interest rate of 8% per annum up to the first \$1,500.00 of delinquency, and 18% per annum over \$1,500.00 of delinquency be collected after the respective due dates. If a delinquency is over \$10,000.00 at year-end, an additional 6% flat penalty will be included.

On motion by Mr. Bray, seconded by Mrs. Riley and passed unanimously on roll all vote to approve **Resolution 2010-01**, **Resolution 2010-02**, **Resolution 2010-03** and **Resolution 2010-04**.

Mr. Niece proposed that we change the Township attorney. Mr. Niece said he has received a proposal from Kevin Benbrook asking for a fixed amount retainer of \$36,000 per year, (\$3,000 per month) and \$165.00 per hour for any litigation. Mr. Niece said he reviewed Mr. Lavery's bills for 2009, and the Township paid him a total of \$34,000 to December 16, 2009. Mr. Lavery in the past charged \$125.00 per hour for any work done for the township and \$125.00 per hour for any litigation.

Mrs. Riley stated that she received a proposal from Mr. Lavery for 2010 asking for \$3,000 per month and \$125.00 per hour for litigation. Mrs. Riley appointed out that the litigation fee would be \$40.00 cheaper per hour.

Mr. Bray said "He is inclined to support the attorney that the Mayor feels that he wants in place so that he can effectively administer the Township in 2010".

Mrs. Riley said that she thinks this appointment was very poorly handled and that the Township should have put this out to bid.

RESOLUTION 2010-05

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR TOWNSHIP ATTORNEY

WHEREAS, the Township of Oxford has a need to acquire legal services from Benbrook & Benbrook (Kevin P. Benbrook) as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township of Oxford has determined and certified in writing that the value of the services will exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is one (1) year (January 1, 2010 through December 31, 2010); and

WHEREAS, Benbrook & Benbrook (Kevin P. Benbrook) has submitted a proposal indicating they will provide the legal services for the amount of \$3,000.00 per month, \$165.00 per hour for litigation with additional fees for other services as indicated therein; and

WHEREAS, has completed and submitted a Business Entity Disclosure Certification which certifies that Benbrook & Benbrook (Kevin P. Benbrook) has not made any reportable contributions to a political or candidate committee in the Township of Oxford in the previous one year, and that the contract will prohibit Benbrook & Benbrook (Kevin

P. Benbrook) from making any reportable contributions through the term of the contract, and

WHEREAS, the Township is in receipt of a certification of availability of funds from the Chief Financial Officer.

NOW THEREFORE, BE IT RESOLVED that the Township of Oxford authorizes the Mayor to enter into a contract with Benbrook & Benbrook (Kevin P. Benbrook) as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that this contract is awarded without competitive bidding as a “Professional Service” under provisions of the Local Public Contracts Law as provided by N.J.S.A. 40A:11-5 because it requires a service performed by a person authorized by law to practice a recognized profession and it is not possible to obtain competitive bids; and

BE IT FURTHER RESOLVED that a copy of this resolution shall be published as required by law within 10 days of passage.

On motion by Mr. Niece and seconded by Mr. Bray to adopt **Resolution 2010-05**. Mrs. Riley voted No.

RESOLUTION 2010-06

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR TOWNSHIP ENGINEER

WHEREAS, the Township of Oxford has a need to acquire engineering services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township of Oxford has determined and certified in writing that the value of the services will exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is one (1) year (January 1, 2010 through December 31, 2010); and

WHEREAS, Finelli Consulting (Michael Finelli) has submitted a proposal indicating they will provide the engineering services as agreed to under separate contract; and

WHEREAS, Finelli Consulting has completed and submitted a Business Entity Disclosure Certification which certifies that Finelli Consulting has not made any

reportable contributions to a political or candidate committee in the Township of Oxford in the previous one year, and that the contract will prohibit Finelli Consulting from making any reportable contributions through the term of the contract, and

WHEREAS, the Township is in receipt of a certification of availability of funds from the Chief Financial Officer.

NOW THEREFORE, BE IT RESOLVED that the Township of Oxford authorizes the Mayor to enter into a contract with Finelli Consulting as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that this contract is awarded without competitive bidding as a “Professional Service” under provisions of the Local Public Contracts Law as provided by N.J.S.A. 40A:11-5 because it requires a service performed by a person authorized by law to practice a recognized profession and it is not possible to obtain competitive bids; and.

BE IT FURTHER RESOLVED that a copy of this resolution shall be published as required by law within 10 days of passage.

On motion by Mr. Bray, seconded by Mrs. Riley and passed unanimously on roll call vote to adopt **Resolution 2010-06**.

Resolution 2010-07 Labor Attorney is being held until after Executive Session.

RESOLUTION 2010-08

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR BOND COUNSEL

WHEREAS, the Township of Oxford has a need to acquire bond counsel as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township of Oxford has determined and certified in writing that the value of the services will exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is one (1) year (January 1, 2010 through December 31, 2010); and

WHEREAS, Gibbons, LLC. has submitted a proposal indicating they will provide the engineering services as agreed to under separate contract; and

WHEREAS, Gibbons, LLC. has completed and submitted a Business Entity Disclosure Certification which certifies that Gibbons, LLC. has not made any reportable contributions to a political or candidate committee in the Township of Oxford in the previous one year, and that the contract will prohibit Gibbons, LLC. from making any reportable contributions through the term of the contract, and

WHEREAS, the Township is in receipt of a certification of availability of funds from the Chief Financial Officer.

NOW THEREFORE, BE IT RESOLVED that the Township of Oxford authorizes the Mayor to enter into a contract with Gibbons, LLC. as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that this contract is awarded without competitive bidding as a “Professional Service” under provisions of the Local Public Contracts Law as provided by N.J.S.A. 40A:11-5 because it requires a service performed by a person authorized by law to practice a recognized profession and it is not possible to obtain competitive bids; and.

BE IT FURTHER RESOLVED that a copy of this resolution shall be published as required by law within 10 days of passage.

RESOLUTION 2010-09

**AUTHORIZING THE AWARD OF A
NON-FAIR AND OPEN CONTRACT FOR TOWNSHIP AUDITOR**

WHEREAS, the Township of Oxford has a need to acquire professional services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township of Oxford has determined and certified in writing that the value of the services will exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is one year (January 1, 2010 though December 31, 2010); and

WHEREAS, William Colantano, Jr. has submitted a proposal indicating his office will provide the professional services as agreed to under separate contract; and

WHEREAS, William Colantano, Jr. has completed and submitted a Business Entity Disclosure Certification which certifies that William Colantano, Jr. has not made

any reportable contributions to a political or candidate committee in the Township of Oxford in the previous one year, and that the contract will prohibit William Colantano, Jr. from making any reportable contributions through the term of the contract, and

WHEREAS, the Township is in receipt of a certification of availability of funds from the Chief Financial Officer.

NOW THEREFORE, BE IT RESOLVED that the Township of Oxford authorizes the Mayor to enter into a contract with William Colantano, Jr. as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that this contract is awarded without competitive bidding as a “Professional Service” under provisions of the Local Public Contracts Law as provided by N.J.S.A. 40A:11-5 because it requires a service performed by a person authorized by law to practice a recognized profession and it is not possible to obtain competitive bids; and.

BE IT FURTHER RESOLVED that a copy of this resolution shall be published as required by law within 10 days of passage.

RESOLUTION 2010-10

**AUTHORIZING THE AWARD OF A
NON-FAIR AND OPEN CONTRACT FOR
TOWNSHIP PROSECUTOR**

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

1. Brett Morrow is hereby retained as Municipal Prosecutor of the Township of Oxford for one year (January 1, 2010 through December 31, 2010).
2. This retainer is awarded without competitive bidding as a “Professional Service” under provisions of the Local Public Contracts Law as provided by NJSA 40A:11-5 because it requires service performed by a person authorized by law to practice a recognized profession and it is not possible to obtain competitive bids.
3. A copy of this resolution shall be published as required by law within 10 days of passage.

RESOLUTION 2010-11

**AUTHORIZING THE AWARD OF A
NON-FAIR AND OPEN CONTRACT FOR
TOWNSHIP PUBLIC DEFENDER**

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

1. Scott Wilhelm is hereby retained as Municipal Public Defender of the Township of Oxford for one year (January 1, 2010 through December 31, 2010).
2. This retainer is awarded without competitive bidding as a “Professional Service” under provisions of the Local Public Contracts Law as provided by NJSA 40A:11-5 because it requires service performed by a person authorized by law to practice a recognized profession and it is not possible to obtain competitive bids.
3. A copy of this resolution shall be published as required by law within 10 days of passage.

RESOLUTION 2010-12

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF OXFORD, COUNTY OF WARREN AND
STATE OF NEW JERSEY DESIGNATING CHARGES FOR
NOTICES TO THE NEWS MEDIA AND INDIVIDUALS**

WHEREAS Section 14 of the Open Public Meeting Act, Chapter 231, P.L. 1975, permits the public body to fix a reasonable sum to be charged to persons who request that notice of meetings, as required under the Act, be mailed to them individually; and

WHEREAS said Section further permits the public body to provide such notice free of charge to the news media who request same:

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

1. Each person who requests that individual notice as required under the Act, be mailed to him, shall pay annually to the Township of Oxford, the sum of \$20.00 to cover the costs thereof.
2. Requests for such individual notice made by news media, shall be granted without cost.

3. The sum herein designated is subject to change upon the adoption of a superseding Resolution by the governing body.
- 4.

RESOLUTION 2010-13

**CANCELLATION OF PROPERTY TAX REFUNDS
OR DELINQUENCIES OF LESS THAN \$5.00.**

WHEREAS, the State of New Jersey allows a Municipal Employee to process the cancellation of any property tax refund or delinquencies of less than \$5.00; and

WHEREAS, the Municipal Employee allowed to process the cancellation shall be the Tax Collector.

NOW, THEREFORE, BE IT RESOLVED, that the Oxford Township Committee hereby authorizes the Tax Collector to process the cancellation of any property tax refund or delinquency of less than \$5.00.

On motion by Mr. Niece, seconded by Mr. Bray and passed unanimously on roll call vote to adopt **Resolution 2010-08** to **Resolution 2010-13**.

Resolution 2010-14 is being held upon further discussion.

RESOLUTION 2010-15

TOWNSHIP OF OXFORD TAX ASSESSOR

WHEREAS, the Township Committee of the Township of Oxford has been informed by the Tax Assessor of the Township of Oxford that from time-to-time, changes in property use occur in the Township so that such properties become subject to roll-back taxes pursuant to the Farmland Assessment Act of 1964; and

WHEREAS, the Tax Assessor of Oxford Township has requested the Township Committee authorize him to file petitions, notices and other documents regarding the assessing of such roll-back taxes with the Warren County Board of Taxation; and

WHEREAS, the filing of these documents regarding rollback taxes by the Tax Assessor of the Township of Oxford is important to the tax assessment process of the Township and the Tax Assessor has already filed petitions and other documents regarding such rollback taxes with the Warren County Board of Taxation;

NOW, THEREFORE, BE IT RESOLVED, by the Committee of Oxford Township that the Tax assessor of the Township of Oxford be, and he is hereby authorized to file petitions, notices and other documents regarding the assessing of roll-back taxes;

BE IT FURTHER RESOLVED that this Township Committee hereby confirms and approved of the actions of the Tax Assessor to date in filing such documents regarding roll-back taxes with the Warren County Board of Taxation.

RESOLUTION 2010-16

TOWNSHIP OF OXFORD TAX ASSESSOR

WHEREAS, the Township Committee of the Township of Oxford has been informed by the Tax Assessor that from time to time errors are made in computing the tax assessment covering certain property located within the Township of Oxford, and

WHEREAS, the Tax Assessor has requested that the Township Committee authorize him to file corrections of such errors with the Warren County Board of Taxation, and

WHEREAS, the Tax Assessor is called upon to defend tax appeals filed with the Warren County Board of Taxation and to agree to stipulations of appeals,

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Oxford, County of Warren, State of New Jersey, that the Tax Assessor of the Township of Oxford be and is hereby authorized to file corrective appeals with the Warren County Board of Taxation concerning those properties wherein errors have been made, to represent the Township of Oxford in defense of appeals filed with said Board and to sign stipulations of appeals on behalf of the Township of Oxford, which he feels are proper and in the best interests of the Township of Oxford.

BE IT FURTHER RESOLVED that the Tax Assessor sends copies of such corrected assessment to the individuals involved.

RESOLUTION 2010-17

**A RESOLUTION FIXING THE SALARIES OF 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 and State of New Jersey, as follows, until a subsequent salary resolution is adopted

Section I. The salaries for the following officers and employees for the Township of Oxford shall be as follows:

<u>Title</u>	<u>Salary</u>
Mayor	5,054.62 per year
Deputy Mayor	3,821.85 per year
Committee Person	3,821.85 per year
Township Clerk	56,787.50 per year
Election Official	265.86 per election
Deputy Clerk	13.11 per hour
Office Clerk	13.11 per hour
CFO	27,118.61 per year
Collector	27,384.48 per year
Tax Assessor	15,420.38 per year
Public Works Foreman	29.77 per hour
Public Works Senior Laborer	19.72 per hour
Public Works Laborer	13.42 per hour
Public Works Temporary Laborer	10.00 per hour
Equipment Operator	23.46 per hour
Zoning Officer	3384.72 per year
Land Use Board Secretary	21.89 per hour
Board of Health Member	123.28 per year
Municipal Building Custodian	15.48 per hour
Emergency Management Coor.	1,692.36 per year
Animal Control Officer	1,849.29 per year
Animal Control Deputy	1,849.29 per year
Animal Control Officer's Expenses	28.19 per month
Lake Director	100.00 per day
Assistant Lake Director	75.00 per day
Lifeguards (3 Yrs.)	8.54 per hour
Lifeguards (2 Yrs.)	8.37 per hour
Lifeguards (1 Yr.)	7.99 per hour
Lake Custodian	9.02 per hour
Concession Stand Operator	9.51 per hour
Concession Stand Helper	8.17 per hour
Recycling Coordinator	65.35 per month
Police Director	1,200.00 per year
Police Secretary	15.09 per hour
Police Matron	20.65 per hour
Crossing Guard (3 Yrs. Plus)	9.54 per hour

Crossing Guard (2 Yrs.)	8.67 per hour
Crossing Guard	minimum wage
Special Meetings	132.93 per meeting
DARE	1,500.00 per year
Mileage Reimbursement	.55 per mile

Police are to paid according to signed current police contract.

Section II All salaries above shall be retroactive to January 1, 2010.

Section III Any resolution or part of resolution inconsistent herewith is hereby repealed.

RESOLUTION 2010-18

DESIGNATING THE PUBLIC AGENCY COMPLIANCE OFFICER

WHEREAS, in accordance with N.J.A.C. 17:27-3.2 each public agency shall designate an individual to serve as its Public Agency Compliance Officer or P.A.C.O; and

NOW, THEREFORE, BE IT RESOLVED that the governing body of The Township of Oxford, (hereinafter "Public Agency") in the County of Warren and State of New Jersey, hereby designates Sheila L. Oberly, R.M.C., as its Public Agency Compliance Officer;

BE IT FURTHER RESOLVED, that the Township Clerk forward a certified copy of this resolution to the New Jersey Department of Treasury, Division of Contracts Compliance and Equal Employment Opportunity in Public Contracts.

RESOLUTION-2010-19

TEMPORARY TOWNSHIP BUDGET

WHEREAS, it is necessary for the Township of Oxford, in the County of Warren and State of New Jersey to meet commitments and make payment of claims prior to the adoption of the 2010 Municipal Budget, and

WHEREAS, Title 40A:4-19 of the New Jersey Statutes Annotated provides that temporary appropriations can be made to provide for the budget. Said appropriations shall not exceed 26.25% of the total of the appropriations for all purposes in the budget for the preceding fiscal year excluding interest and debt redemption charges, capital improvement fund and public assistance, and

WHEREAS, the appropriations for all purposes in the 2010 budget excluding interest and debt redemption charges and capital improvement fund is the sum of \$2,348,210.45

WHEREAS, 26.25% of the above sum is \$616,405.24

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Oxford, in the County of Warren and State of New Jersey, that the following temporary budget be adopted as provided for in the aforesaid Title 40A:4-19; and

NOW, THEREFORE, BE IT RESOLVED that a copy of the aforementioned adopted temporary budget resolution be transmitted to the Chief Financial Officer for his records:

OXFORD TOWNSHIP 2010 TEMPORARY BUDGET

Governing Body - S &W	\$ 3,334.00
Municipal Clerk - S&W	14,438.00
Election O/E	525.00
Admin & Executive O/E	6,330.00
Computerization	3,938.00
Revitalization Planning	2,625.00
Finance S&W	5,250.00
Finance O/E	394.00
Audit Services	5,250.00
Assessor S&W	3,806.25
Assessor O/E	473.00
Collector S&W	3,491.00
Collector O/E	788.00
Legal O/E	17,850.00
Municipal Prosecutor S&W	998.00
Buildings and Ground S&W	1,444.00
Court O/E	13,808.00
Public Defender S&W	600.00
Engineering S&W	0.00
Engineering O/E	9,450.00
Buildings & Grounds O/E	5,250.00
Land Use Board S&W	4,200.00

Land Use Board - Legal	1,969.00
Land Use Board - Misc.	1,050.00
Zoning S&W	840.00
Zoning O/E	53.00
Group Health Insurance	46,279.00
Other Insurance	10,974.00
Worker's Compensation Insurance	14,488.00
Unemployment Insurance	263.00
Police S&W	103,924.00
Police O/E	5,250.00
Emergency Management S&W	433.00
Emergency Management O/E	26.00
Acquisition of Turn Out Gear	1,313.00
Roads S&W	47,775.00
Roads O/E	14,700.00
Garbage S&W	13,913.00
Landfill/Solid Waste Disposal	3,938.00
Vehicle Maintenance	5,775.00
Board of Health O/E	132.00
Recreation S&W	10,500.00
Recreation O/E	4,463.00
Celebration of Public Events	788.00
Social Security	17,063.00
Street Lighting	13,125.00
Utilities/Phone	3,938.00
Utilities/Gasoline	10,500.00
Recycling O/E	263.00
Truck Rental Payments	20,000.00
Fire Prevention	132.00
Animal Control O/E	656.00
Animal Control S/W	919.00
Public Employees Retirement System	7,671.00
Municipal Alliance	315.00
Prior Year's Bills	0.00
Police & Firemen's Retirement System	10,164.00
Utilities/Electric	6,563.00
Utilities/ Hydrants	6,563.00
Utilities/Gas	3,544.00

RESOLUTION-2010-20

TEMPORARY SEWER BUDGET

WHEREAS, it is necessary for the Township of Oxford, in the County of Warren and State of New Jersey to meet commitments and make payment of claims prior to the adoption of the 2010 Municipal Budget, and

WHEREAS, Title 40A:4-19 of the New Jersey Statutes Annotated provides that temporary appropriations can be made to provide for the budget. Said appropriations shall not exceed 26.25% of the total of the appropriations for all purposes in the budget for the preceding fiscal year excluding interest and debt redemption charges, capital improvement fund and public assistance, and

WHEREAS, the appropriations for all purposes in the 2010 budget excluding interest and debt redemption charges and capital improvement fund is the sum of \$831,575.54, and

WHEREAS, 26.25% of the above sum is \$218,288.58;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Oxford, in the County of Warren and State of New Jersey, that the following temporary budget be adopted as provided for in the aforesaid Title 40A:4-19; and

NOW, THEREFORE, BE IT RESOLVED that a copy of the aforementioned adopted temporary budget resolution be transmitted to the Chief Financial Officer for his records:

2010 TEMPORARY BUDGET

SEWER UTILITY

Sewer Treatment Costs	\$ 157,756.00
Salaries and Wages	10,500.00
Miscellaneous Other Expenses	21,000.00
Social Security	814.00
Unemployment Insurance	26.00
Capital Outlay	13,125.00

	=====
Debt Service:	
Payment of Bond Principal	\$ 8,866.00
Interest on Bonds	11,797.00

	=====

RESOLUTION 2010-21

**REFUNDING TAXES
ON BLOCK 21, LOT 13.01
GRANTED A DISABLED VETERAN TAX EXEMPTION**

WHEREAS, Wayne Short, the owner of Block 21, Lot 13.01 had been granted a Disabled Veteran Tax Exemption on November 4th, 2009 which was accepted by the Mayor and Township Committee of the Township of Oxford based on the approval of the Oxford Township Tax Assessor; and

WHEREAS, Mr. Short's mortgage company, Huntington Mortgage Group had already sent his 4th quarter taxes for payment and was unable to pull them back from their tax servicing agency, First American in time; and

WHEREAS, The Oxford Township Tax Collector received same funds in the amount of \$2,898.75 as a part of a bulk payment amount received on November 9th, 2009 which could not be returned, and we have received a request in writing from Huntington to return the funds directly to the homeowner:

NOW, THEREFORE BE IT RESOLVED on this 6th day of January 2010 by the Mayor and Township Committee of the Township of Oxford that these same funds be returned to Wayne Short in the amount of \$2,898.75 via a check made out by the Chief Financial Officer.

RESOLUTION 2010-22

RESOLUTION FOR THE IMPLEMENTATION GRANT COMPONENT

WHEREAS, the Township Committee of the Township of Oxford, County of Warren, and the Township Committee of the Township of Washington, have agreed to apply for SHARE (Sharing Available Resources Efficiently) assistance through the State of New Jersey SHARE Program to assist with the implementation of a new shared service; and

WHEREAS, the Township of Warren has agreed to be the lead agency in this endeavor; and

WHEREAS, the Township Committee of the Township of Washington, County of Warren, is acknowledging and accepting the responsibility of being as applicant for this grant on behalf of the Township of Washington and the Township of Oxford, County of Warren; and

WHEREAS, the State of New Jersey has made SHARE assistance available to assist local units study, develop and implement new shared and regional services; and

WHEREAS, the purpose of this grant is to promote shared services between our communities through sharing of the Township of Oxford and the Township of Washington police services.

WHEREAS, the Township of Oxford agrees to execute a Shared Services Agreement in order to implement a shared services agreement between the Township of Oxford and the Township of Washington police services.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Oxford, County of Warren does hereby join with the Township of Washington, County of Warren, in applying for a grant for the purposes of sharing the Township of Oxford and the Township of Washington police services.

On motion by Mr. Bray, seconded by Mrs. Riley to adopt **Resolution 2010-15** to **Resolution 2010-22**

RECYCLING AND GARBAGE PICKUPS
OXFORD TOWNSHIP 2010

WEST OF 31 SOUTH – EVERY MONDAY
EAST OF 31 NORTH – EVERY TUESDAY

Except holidays then pick up will be the next day (See Below)

HOLIDAY GARBAGE PICKUP CHANGES

Martin Luther King’s Birthday 01/19 & 01/20, President’s Day-02/16 & 02/17, Memorial Day-06/01 & 06/02, Fourth of July, 07/06 & 07/07, Labor Day-09/07 & 09/08, Columbus Day-10/12 & 10/13, Christmas Day 12/28 & 12/29, New Years Day 01/04 & 01/05, 2011

Pickup will be Tuesday and Wednesday

RECYCLING PICKUP SCHEDULE

Garbage is picked up on Monday, your recycling will be on the 4th Thursday of each month.

Garbage pick-up on Tuesday your recycling will be picked up on the 2nd Thursday of each month.

January 28, 2010
February 25, 2010

January 14, 2010
February 11, 2010

March 25, 2010
April 22, 2010
May 27, 2010
June 24, 2010
July 22, 2010
August 26, 2010
September 23, 2010
October 28, 2010
November 24, 2010*
December 23, 2010

March 11, 2010
April 08, 2010
May 13, 2010
June 10, 2010
July 08, 2010
August 12, 2010
September 09, 2010
October 14, 2010
November 10, 2010*
December 09, 2010

*** Date Changed to Wednesday Pick-up**

Commingled, Glass, Plastic, Tin and Aluminum Cans to be put in containers for pick-up by curbside
Newspaper, Cardboard, Magazines and Junk Mail to be bundled and tied for pick-up by curbside

Questions on Recyclables or Garbage, call DPW Supervisor, Lou Accetturo – 453-3303

WARREN COUNTY RECYCLING DROP –OFF CENTER

****Warren County Landfill Recycling Center**

500 Mt. Pisgah Avenue

Oxford, New Jersey

Hours: Monday – Friday 7:00 AM – 2:30 PM, Saturday 7:00AM – 11:00 AM

Questions: (908) 453-2174 Ex. 235

****Free to all Warren County Residents**

2010 CLEAN-UP DATES

Leaves

April 21, 2010
November 17, 2010

Brush

April 07, 2010
October 27, 2010

Metals*

April 5-17, 2010
October 4-16, 2010

Two vouchers per household will be provided to take direct to Warren County landfill for no charge

Non-Burnable*

**April 5-17, 2010
October 4-16, 2010**

Two vouchers per household will be provided to take direct to Warren County landfill for no charge

2010 Christmas Tree Pick-up

January

4-23, 2011

***Senior Citizens and Handicapped-please call 453-3303 to arrange for pick-up.**

Please Note:

Clean up is for Oxford Residents Only

Must Show Proof of Residency

No Commercial Waste

On motion by Mr. Bray, seconded by Mrs. Riley and passed unanimously on roll call vote to approve the 2010 Recycling, Garbage and Clean-up schedules.

Mrs. Riley stated that the Oxford Police retro pay for the years 2008 and 2009 totaled \$36,331.76 and has been paid. Mr. Bray said that even with the additional retro pay, the Oxford Police budget came in just under the amount budgeted.

Mr. Bray distributed a copy of an ordinance to regulate roll-off, dumpsters, pods and etc. Mr. Benbrook will review and report back at the Committee meeting to be held on February 17, 2010.

PUBLIC COMMENT

Keith Gibbons asked Mr. Bray questions in reference to **Resolution 2010-05** Township Attorney. He asked Mr. Bray if he had any meetings or any correspondences with Kevin Benbrook. Mr. Bray answered that he did not talk to him but is familiar with Robert Benbrook, his father, and familiar with him representing other municipalities as Township Attorney. He stated he spoke to Mr. Niece and felt comfortable with those discussions and knowledge to support Mr. Niece's nomination of Kevin Benbrook for Township Attorney.

Billie Marie Tate, Oxford Crossing Guard asked Mr. Bray whom the crossing guards will be reporting to as of February 1, 2010. Mr. Bray answered, the crossing guards are Oxford Township employees but under the supervision of the Washington Township Police Department. Mr. Bray said he would notify the crossing guards with the name and number of the contact person at the Washington Police Department, to call with any problems or questions.

Lorraine May asked what the net worth of the police department is at this time. Mr. Lazorisak answered, he estimated approximately \$10,000.00. Mr. Bray stated that representatives from the Washington Township Police Department are going to review the items that Oxford Police Department uses to see if anything can be of use to the merged department.

Peggy Hissim asked if the Township could donate (39-10), the police car to The Oxford Emergency Squad, for them to tear apart for training. Mr. Niece said after the Committee determines that Washington Township doesn't want it, the Township will make that decision but as per the agreement with Washington Township, they get the right of first refusal.

Public Comment Closed.

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: The Oxford Police Department and the police merger.

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. Niece and seconded by Mr. Bray and passed unanimously on roll call vote to enter into Executive Session at 8:20PM.

On motion by Mr. Bray, seconded by Mrs. Riley and passed unanimously on roll call vote to enter into open session at 9:10 PM. No Official Action was taken.

RESOLUTION 2010-07

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR LABOR ATTORNEY

WHEREAS, the Township of Oxford has a need to acquire professional services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township of Oxford has determined and certified in writing that the value of the services will exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is one year (January 1, 2010 though December 31, 2010); and

WHEREAS, Courter, Kobert & Cohen, P.C. (Howard Vex) has submitted a proposal indicating they will provide the professional services as agreed to under separate contract; and

WHEREAS, Courter, Kobert & Cohen, P.C. (Howard Vex) has completed and submitted a Business Entity Disclosure Certification which certifies that Courter, Kobert & Cohen, P.C. (Howard Vex) has not made any reportable contributions to a political or candidate committee in the Township of Oxford in the previous one year, and that the contract will prohibit Courter, Kobert & Cohen, P.C. (Howard Vex) from making any reportable contributions through the term of the contract, and

WHEREAS, the Township is in receipt of a certification of availability of funds from the Chief Financial Officer.

NOW THEREFORE, BE IT RESOLVED that the Township of Oxford authorizes the Mayor to enter into a contract with Courter, Kobert & Cohen, P.C. (Howard Vex) as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that this contract is awarded without competitive bidding as a “Professional Service” under provisions of the Local Public Contracts Law as provided by N.J.S.A. 40A:11-5 because it requires a service performed by a person authorized by law to practice a recognized profession and it is not possible to obtain competitive bids; and.

BE IT FURTHER RESOLVED that a copy of this resolution shall be published as required by law within 10 days of passage.

On motion by Mr. Niece, seconded by Mr. Bray and passed unanimously on roll call vote to adopt **Resolution 2010-07.**

On motion by Mr. Bray, seconded by Mrs. Riley to pay all the bills listed on the February 17, 2010 Bill List.

On motion by Mr. Bray, seconded by Mr. Niece and passed unanimously on roll call vote to adjourn at 9:15 PM.

Sheila L. Oberly, RMC, CMR