

**OXFORD TOWNSHIP MEETING**  
**March 6, 2024**

The meeting of the Township Committee of Oxford Township was held on March 6, 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, Linda Koufodontes, Township Committee, Rich Wenner, Township Attorney, Matt Hall, Township Administrator, Bryce Good, Township Engineer, Lee Geller Acting Municipal Clerk.

Mayor Norton opened the meeting at 6:30 PM.

**Meeting Minutes:**

February 21, 2024 – Committee Meeting Minutes

Mayor Norton moved to approve the February 21, 2024 Committee Meeting Minutes. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

**Public Comment on Agenda items: -**

Sharon Keanon Oxford, NJ

- She asked about the ordinance 2024-06 and the changes

**Presentations:**

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

ORDINANCE NO. 2024-06

**ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF  
NEW JERSEY RENAMING CERTAIN STREETS WITHIN THE TOWNSHIP,  
PURSUANT TO N.J.S.A. 40:67-1(k)**

**WHEREAS**, the Township of Oxford wishes to rename certain streets within the municipality located along Axford Avenue, near the Highlander Hills Estates; and

**WHEREAS**, the subject streets are currently referred to as Valley View Estates; and

**WHEREAS**, the Township Committee of the Township of Oxford wishes to amend rename these streets, located along Axford Avenue within the Township to Front Street, Back Street, and New Street; and

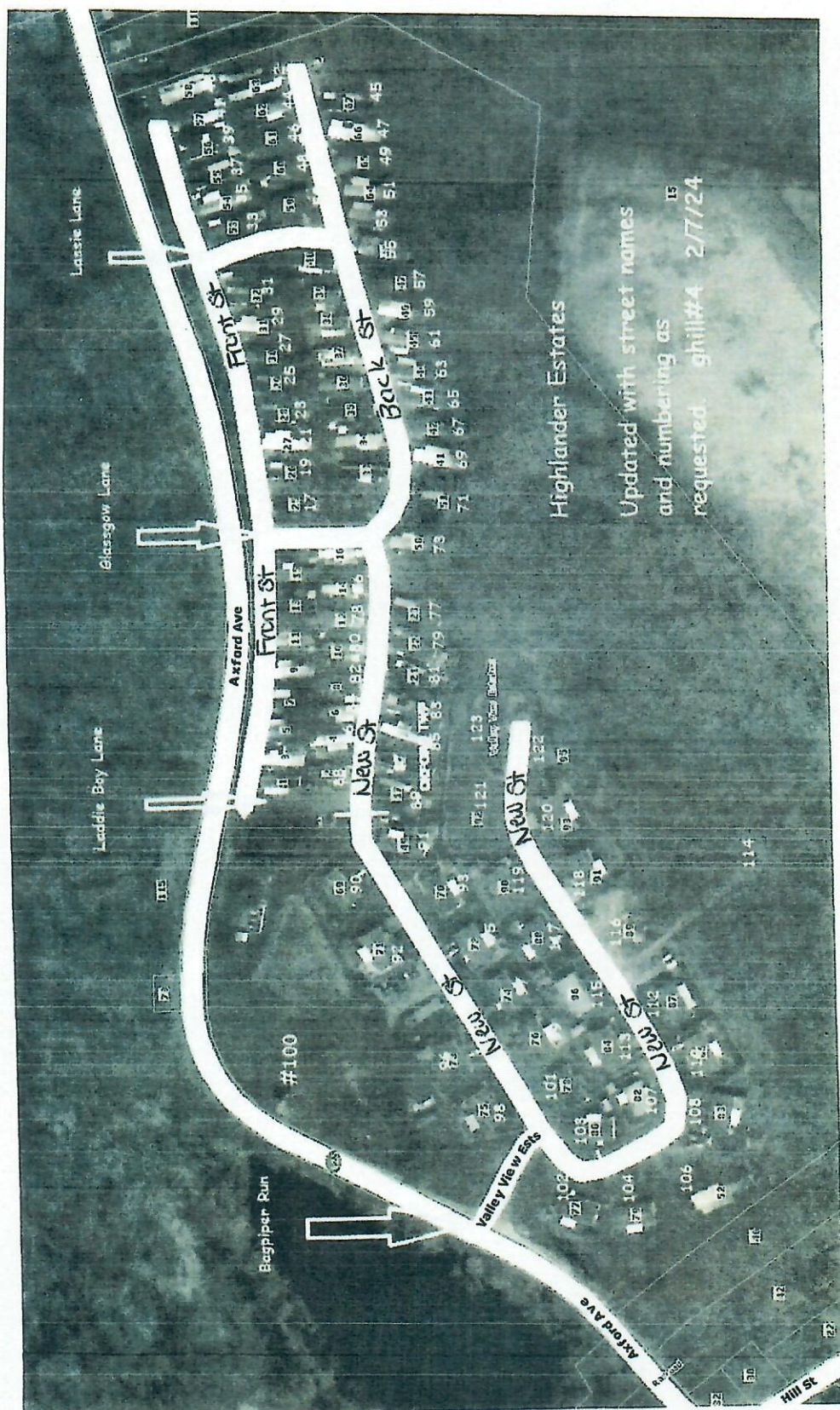
**WHEREAS**, as a matter of public safety, the Township Committee believes it is in the best interest of the residents of the Township to rename these roads, so that drivers and emergency responders may more easily identify the exact location in need of aid in the Highlander Hill Estates community; and

**WHEREAS**, pursuant to N.J.S.A. 40:67-1(k) the governing body has the power and authority to provide for the naming and the changing of the names of streets and highways as well as the erection of signs thereon.

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Oxford, County of Warren, State of New Jersey that the subject streets, collectively referred to as Valley View Estates as follows:

1. The road closest to Axford Avenue shall be renamed as Front Street;
2. The road farthest away from Axford Avenue shall be renamed as Back Street;
3. The road used as an entrance into the community shall be renamed as New Street, which shall extend to the farthest point from Axford Avenue, and connecting to the newly-renamed Back Street.
4. For clarity purposes, Exhibit A, attached hereto and made part hereof, reflects the changes to the street names.
5. This Ordinance shall take effect ninety (90) days from the date of final adoption and publication.







## 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 3/6, 2024, and will be considered for a second reading and final passage at a regular meeting of the Township Committee to be held on 4/3, 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 stated that this Ordinance is to change names in Valley View Estates/Highlander Hills adding Front Steet, Back St, New St.

Linda Koufodontes moved to approve the 1st read of Ordinance 2024-06. Seconded by Mayor Norton 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 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 Opened up public comment. No comments from the public

Mayor Norton moved to approve the 2nd<sup>l</sup> read of Ordinance 2024-02. Seconded by Linda Koufodontes 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.

Mayor Norton Opened up public comment. No comments from the public

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

Mayor Norton stated that this is a bill for last year and the contractor discovered it was not paid when then job was completed.

**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:

Title	Salaries	
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.

Mayor Norton Opened up public comment. No comments from the public

Linda Koufodontes moved to approve the 2<sup>nd</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 Opened up public comment. No comments from the public

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

Mayor Norton stated the change is adding damaged mailboxes for reimbursement.

## **Resolutions:**

### **RESOLUTION 2024 - 43**

**RESOLUTION OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN,  
STATE OF NEW JERSEY AUTHORIZING A FOURTH QUARTER TAX REFUND  
TO WILLIAM AHERN PURSUANT TO N.J.S.A. 54:4-3.30 ET SEQ., AND N.J.A.C. 18:28-1.1  
ET SEQ.**

**WHEREAS**, N.J.S.A. 54:4-3.30(a) provides for the property tax exemption, upon proper claim, by New Jersey residents declared to be 100% disabled veterans; and

**WHEREAS**, Township of Oxford ("Township") resident, William Ahern ("Mr. Ahern"), currently resides at 4 Robeson Ridge, Oxford, New Jersey, Block 33.02 Lot 29; and

**WHEREAS**, Mr. Ahern was deemed a 100% disabled veteran in 2023 and is currently tax exempt for the year 2024; and

**WHEREAS**, Mr. Ahern previously paid his 2023 fourth quarter taxes in the amount of \$2,651.14; and

**WHEREAS**, Mr. Ahern applied for a tax exemption on October 3, 2023 and was subsequently approved for such exemption; and

**WHEREAS**, Township desires to authorize the refund of Mr. Ahren's 2023 fourth quarter tax payment.

**NOW THEREFORE BE IT RESOLVED**, that the Township is hereby authorized to refund Mr. William Ahern in the amount of two thousand, six hundred and fifty one dollars and fourteen cents (\$2,651.14) for his 2023 fourth quarter property taxes.

#### **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 March 6, 2024 meeting.

Mayor Norton moved to approve Resolution 2024-43 Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

#### **R2024-44**

#### **RESOLUTION APPOINTING DEPUTY CLERK FOR THE TOWNSHIP OF OXFORD**

**WHEREAS**, a vacancy exists in the part-time stipend position of Deputy Clerk for the Township of Oxford; and

**WHEREAS**, the Township Committee of the Township of Oxford, County of Warren, State of New Jersey wishes to appoint Amber Brady with a stipend of \$1500.00 per annum; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Oxford, County of Warren, State of New Jersey that Amber Brady be hereby appointed to the position of Deputy Clerk for the Township of Oxford.

#### **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 March 6, 2024 meeting.

Linda Koufodontes moved to approve Resolution 2024-44 Seconded by Mayor Norton and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.



**R2024-45**  
**RESOLUTION APPOINTING MEREDITH FERRIS AS LAKE DIRECTOR FOR THE**  
**TOWNSHIP OF OXFORD**

**WHEREAS**, a vacancy exists in the seasonal position of Lake Director for Furnace Lake in the Township of Oxford; and

**WHEREAS**, the Township Committee of the Township of Oxford, County of Warren, State of New Jersey wishes to appoint Meredith Ferris as seasonal Lake Director at an hourly rate of \$30.00 per hour effective March 1<sup>ST</sup>, 2024 and continuing until September 2<sup>ND</sup>, 2024; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Oxford, County of Warren, State of New Jersey that Meredith Ferris be hereby appointed to the position of seasonal Lake Director for Furnace Lake in the Township of Oxford.

**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 March 6, 2024 meeting.

Linda Koufodontes moved to approve Resolution 2024-45 Seconded by Mayor Norton and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

**R2024-46**  
**RESOLUTION APPOINTING STEPHANIE KOPESKI ASSISTANT LAKE DIRECTOR**  
**FOR THE TOWNSHIP OF OXFORD**

**WHEREAS**, a vacancy exists in the seasonal position of Assistant Lake Director for Furnace Lake in the Township of Oxford; and

**WHEREAS**, the Township Committee of the Township of Oxford, County of Warren, State of New Jersey wishes to appoint Stephanie Kopeski as seasonal Assistant Lake Director at an hourly rate of \$20.00 per hour effective May 1<sup>ST</sup>, 2024 and continuing until September 2<sup>ND</sup>, 2024; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Oxford, County of Warren, State of New Jersey that Stephanie Kopeski be hereby appointed to the position of seasonal Assistant Lake Director for Furnace Lake in the Township of Oxford.

**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 March 6, 2024 meeting.

Mayor Norton moved to approve Resolution 2024-46 Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

**New Business:**

Hearing for 45 Bush St. – Rich Wenner stated owner did not show up. Since the Hearing Letter was sent there has been signification changes to the property the owner removed the roof and windows. This property has had a previously ordered Demotion order that was removed after the owner made the changes needed. Would like to carry this over for 30 days and revisit the hearing on April 3, 2024.

Mayor Norton moved to carry over the Hearing for 45 Bush St. to April 3, 2024 Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

Surf's Up Contract: Rich Wenner stated that this is a contract for Watercrafts at the lake for the summer season. We need to make some changes to the contract and the contractor needs to provide insurance, business license, and payment schedule. Rich Wenner will amend the contract.

Mayor Norton moved to approve Surf's Up Contracts with amendments. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

Suplee & Clooney & Co – Matt Hall explained that this is a engagement letter form the auditors for 2022 & 2023.

Vacate Alley – This is for discussion only - Mayor Norton stated that he received an email from a resident that owns 2 lots and the lots are separated by an alley and that there is a resident that uses the alley and she is concerned for her children and her property. The town does not maintain the alley. Linda Koufodontes stated that the interfering with he property should be stopped. Mayor Norton will send pictures everyone and will send Mike Finelli & Bryce Good the meets and bonds.

**Old Business:** no old business discussed

**Township Committee Reports and Correspondence.**

Linda Koufodontes

- The next BEO Meeting is on 3/20/24 and will have a report at our next meeting

Mayor Norton

- Budget – we are finalizing the budget and will have 1 more look at is and will schedule a meeting with CFO/Matt Hall and myself next week. The mayor was happy to announce that this is our 4<sup>th</sup> year for no increase but next year may be challenging if we don't close on some of the towns properties.
- PCFA we have been formed the host and there is an impact fees we are now collecting starting at \$140,000 this year and will go up to \$280,000 over the next few years.



### **Township Administrator:**

Matt Hall

- Working with Highlands on invoices for grant fund
- Will be scheduling with Mike Finelli and DOT change of Juridical area for the bridge
- Will be working on next week revenues for 2025

### **Township Engineer Report:**

Bryce Good

- 1 acre of the coachlight property will be surveyed in the next week
- Brockerhoff said that they cannot be at our next meeting but will be here on April 3, 2024. They did state that a bond will speed things up. Mayor Norton is not happy that they are not going to be here at our next meeting.
- Pedestrian Bridge we are still waiting on DOT approval. Mayor asked for the contact information
- Application for Wall St due at the end of April. Meeting with Georgette Miller. Donna Becker is working on the application.
- 2024 Port Colden Survey & map completed and sent to DOT

### **Township Attorney's Report:**

Rich Wenner

- Sweeney Ave working with Finellis office on the lots and is doing the research the town owns a few lots.
- Will be meeting with the town Planner tomorrow about the zoning ordinance
- Cambridge West action has been sent certified and the banks refused the service. Sent copies. Multiple banks involved. Mayor asked time frame and was stated May/June with is aggressive.
- Spoke with Mike Finelli and Richard Schnieder about projects in town.

### **Washington Police Department:**

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

### **Motion To Pay Bills:**

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

**Public Comment:**

Leslie Ward, Oxford NJ

- State that the property behind him when there is bad weather the water runs down thru his property and on to the street and it freezes at the end of my driveway.

Sharon Keanon Oxford, NJ

- Wanted clarification on when the 2<sup>nd</sup> reading happens for Ordinance 204-06 that is when the letters will be sent out and have 90 days to make change.

**Meeting Recap:**

Matt Hall

- Meeting with CFO next week
- Finelli and DOT

Bryce Good

- Contact DOT
- Bush Ave
- Sweeney Ave
- Paper Alley
- Will need the address of Mr. Ward water issue

Rich Wenner

- Sweeney Ave

**Executive Session:** no executive session

**Adjourn:**

Linda Koufodontes moved to adjourn the meeting at 7:10 PM. Seconded by Mayor Norton  
Ayes: 2, Nays: 0, Abstain: 0, Absent: 1. Motion passed.

  
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Lee Geller, Acting Municipal Clerk





# **List of Bills - (All Funds)** Meeting Date: 03/06/2024 For bills from 02/22/2024 to 03/04/2024

Vendor	Description	Payment	Check	Total
<b>CURRENT FUND</b>				
374 - ARAE NETWORK SOLUTIONS, LLC	PO 16639 Virtual Office	2,006.38		2,006.38
21 - CGM AUTO PARTS	PO 16650 11/27/23	2,038.68		2,038.68
988 - CINTAS FIRE	PO 16641 Alarm Monitoring	107.06		107.06
897 - COMCAST	PO 16642 Green St	149.82		149.82
1131 - Edmunds GovTech	PO 16643 2024 MSI Software Support	4,126.50		4,126.50
529 - ELIZABETHTOWN GAS	PO 16644 Mt Pisgah Ave	2,302.85		2,302.85
183 - GENERAL CODE PUBLISHERS	PO 16645 Code Analysis Composition	1,505.00		1,505.00
656 - HOME DEPOT CREDIT SERVICES	PO 16646 2/22/24	192.17		192.17
51 - JCP&L	PO 16647 Master Bill	3,380.19		3,380.19
1155 - Jersey Mail Systems	PO 16648 Copier	194.07		194.07
949 - NJ ADVANCE MEDIA, LLC	PO 16652 R 2024-41	1,504.48		1,504.48
140 - NJ STATE HEALTH BENEFITS	PO 16638 March health bill	13,428.14		13,428.14
1237 - Northwest NJ Food Processing & Innovatio	PO 16651 PR/Marketing/Website/Consulting & Dev	16,250.00		16,250.00
175 - Oxford Twp. Payroll Account	PO 16637 03012024 payroll	44,301.30		44,301.30
160 - PITNEY BOWES - PURCHASE POWER	PO 16653 Postage	10.95		10.95
165 - QUILL CORPORATION	PO 16654 Folders - Marriage Lic	35.98		35.98
216 - ReadyRefresh BY NESTLE	PO 16655 Water Service	49.33		49.33
705 - TOWNSHIP OF WASHINGTON	PO 16659 1st Qtr 2024	171,035.87		171,035.87
1029 - UniFIRST	PO 16661 First Aid Supplies	79.14		79.14
1209 - Universal Technical Resource Services, I	PO 16656 Land Use Board	2,945.00		2,945.00
92 - VERIZON	PO 16657 2/16/24 thru 3/15/24	82.86		82.86
910 - VOGEL, CHAIT, COLLINS, AND SCHNEIDE	PO 16658 Valley Wellness	624.00		624.00
1052 - WILLIAM J. SUYKER	PO 16660 Trees Removal	3,800.00		3,800.00
<b>SEWER OPERATING</b>				
1188 - Brightspeed	PO 16640 Pump Station	41.03		41.03
1012 - MICHAEL BRADY	PO 16649 March 2024	200.00		200.00
175 - Oxford Twp. Payroll Account	PO 16637 03012024 payroll	433.17		433.17
<b>DEVELOPERS ESCROW</b>				
1209 - Universal Technical Resource Services, I	PO 16656 Land Use Board	3,387.50		3,387.50
910 - VOGEL, CHAIT, COLLINS, AND SCHNEIDE	PO 16658 Valley Wellness	512.00		512.00
TOTAL				274,723.47

## Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-101-01-000-001	Cash - Treasurer			0.00	253,899.77
01-201-20-100-100	Governing Body - Salaries and Wages	3,004.34			
01-201-20-100-200	Administrative & Executive - Other Expen	3,250.48			
01-201-20-110-200	Computerization	2,006.38			
01-201-20-120-100	Municipal Clerk - Salaries and Wages	1,634.62			
01-201-20-130-100	Finance - Salaries and Wages	1,394.23			
01-201-20-145-100	Tax Collector - Salaries and Wages	1,233.17			
01-201-20-145-200	Tax Collector - Other Expenses	4,126.50			
01-201-20-150-100	Tax Assessment - Salaries and Wages	1,505.61			
01-201-20-165-200	Engineering Services - Other Expenses	2,880.00			
01-201-21-180-100	Planning Board - Salaries and Wages	571.44			
01-201-21-180-200	Planning Board - Other Expenses	65.00			
01-201-21-180-263	Planning Board - Legal Services	624.00			
01-201-23-230-200	Employee Group Health Insurance	13,428.14			
01-201-23-472-200	Social Security System (OASI)	2,977.91			
01-201-23-474-200	Unemployment Compensation	39.85			
01-201-25-240-100	Police - Salaries and Wages	242.08			
01-201-25-240-200	Police - Other Expenses	171,035.87			
01-201-26-290-100	Buildings and Grounds - Salaries and Wag	180.88			
01-201-26-290-200	Buildings and Grounds - Other Expenses	427.70			
01-201-26-292-100	Streets and Roads - Salaries and Wages	16,609.44			
01-201-26-292-200	Streets and Roads - Other Expenses	3,800.00			
01-201-26-315-200	Vehicle Maintenance - Other Expenses	872.20			
01-201-31-430-200	Electricity	3,380.19			
01-201-31-440-200	Telephone	232.68			
01-201-31-446-200	Natural Gas/Propane	2,302.85			
01-203-26-292-100	(2023) Streets and Roads - Salaries and Wages		14,907.73		

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-203-26-315-200	(2023) Vehicle Maintenance - Other Expenses		1,166.48		
TOTALS FOR	CURRENT FUND	237,825.56	16,074.21	0.00	253,899.77
02-161-05-000-001	Interfund - Current			0.00	16,250.00
02-213-40-000-053	Highland Council-Food Processing			16,250.00	
TOTALS FOR	GRANT FUND	0.00	0.00	16,250.00	16,250.00
07-101-01-000-001	Cash - Treasurer			0.00	674.20
07-201-20-100-200	Other Expenses - Miscellaneous	241.03			
07-201-26-220-100	Salaries and Wages	433.17			
TOTALS FOR	SEWER OPERATING	674.20	0.00	0.00	674.20
22-101-01-000-001	CASH - DEVELOPER'S ESCROW ACCOUNT			0.00	3,899.50
22-225-55-050-000	ELIZABETHTOWN GAS (AGL)			315.00	
22-225-55-080-000	OTI B33 Lot 4.02 4.02 14			325.00	
22-225-55-088-000	SHRI Properties			260.00	
22-225-55-089-000	Valley Wellness Escrow			2,999.50	
TOTALS FOR	DEVELOPERS ESCROW	0.00	0.00	3,899.50	3,899.50

Total to be paid from Fund 01 CURRENT FUND	253,899.77
Total to be paid from Fund 02 GRANT FUND	16,250.00
Total to be paid from Fund 07 SEWER OPERATING	674.20
Total to be paid from Fund 22 DEVELOPERS ESCROW	3,899.50
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	274,723.47



# **List of Bills - (0110101000001) Cash - Treasurer** **CURRENT FUND**

Meeting Date: 03/06/2024 For bills from 03/05/2024 to 03/05/2024

check#	Vendor	Description	Payment	Check Total
15964	518 - MUNICIPAL CLERKS' ASSOCIATION OF NJ	PO 16662 Clerks Conference April 23-26, 2024	425.00	425.00
	TOTAL			425.00

## **Summary By Account**

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-101-01-000-001	Cash - Treasurer			0.00	425.00
01-201-20-100-200	Administrative & Executive - Other Expen	425.00			
TOTALS FOR	CURRENT FUND	425.00	0.00	0.00	425.00

Total to be paid from Fund 01 CURRENT FUND

425.00

425.00

**List of Bills - (0110101000001) Cash - Treasurer  
CURRENT FUND**

Meeting Date: 03/06/2024 For bills from 03/07/2024 to 03/07/2024

check#	Vendor	Description	Payment	Check Total
15965	1240 - William Ahern	PO 16663 Refund of 4th Qtr Taxes - Tax Exemption	2,651.14	2,651.14
TOTAL				2,651.14

## Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-101-01-000-001	Cash - Treasurer				
01-201-20-145-200	Tax Collector - Other Expenses	327.35		0.00	2,651.14
01-203-20-145-200	(2023) Tax Collector - Other Expenses		2,323.79		
TOTALS FOR	CURRENT FUND	327.35	2,323.79	0.00	2,651.14

Total to be paid from Fund 01 CURRENT FUND

2,651.14

2,651.14