

OXFORD TOWNSHIP MEETING
JULY 16, 2025

The meeting of the Township Committee of Oxford Township was held on July 16, 2025, 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 and the Star Ledger online publication
- Posting on the Township website and Facebook page

In attendance were Georgette Miller, Deputy Mayor, Linda Koufodontes, Township Committee, Wade Baldwin, Township Attorney, Matt Hall, Township Administrator, Bob Monaco, Township Engineer, Tim O’Brien, Township Planner, Lee Geller, Municipal Clerk

Deputy Miller opened the meeting at 6:30 PM.

Meeting Minutes:

July 2, 2025 – Executive Session Minutes

Linda Koufodontes moved to approve July 2, 2025, Executive Session Minutes. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1.

Presentation:

- No presentation

Public Comment on Agenda items: -

- No Public Comment

Ordinances: 1st Reading: No 1st Read Ordinances

Ordinances: 2nd Reading: No 2nd Read Ordinances

Resolution:

**RESOLUTION # 2025-92
A RESOLUTION FOR REDEMPTION OF TAX CERTIFICATE
As per N.J.S.A.54:5**

KNOW ALL PERSONS BY THESE PRESENTS THAT, WHEREAS, lands in the taxing district of Oxford Township, County of Warren, State of New Jersey, were sold on November 5, 2024 to RTLF-NJ II LLC, PO BOX 71054, CHICAGO, IL 60694-1054, in the amount of \$357.12 for taxes or other municipal liens assessed for the year 2023 in the name of US BANK TRUST NA C/O HUDSON HOMES as supposed owners, and in said assessment and sale were described as 349 ROUTE 31, Block 29 Lot 29, which sale was evidenced by Certificate #24-00022, and

WHEREAS, the Collector of Taxes of said taxing district of the Township of Oxford, do certify that on 7/2/2025 and before the right to redeem was cut off, as provided by law, AMERICAN REALTY ON BEHALF OF HUDSON HOMES did redeem said lands claimed by RTLF-NJ II LLC by paying the Collector of Taxes of said taxing district of Oxford Township the amount of \$2,812.36 which is the amount necessary to redeem Tax Sale Certificate #24-00022.

NOW THEREFORE BE IT RESOLVED, on this 16th day of July, 2025 by the Township Committee of the Township of Oxford, County of Warren to authorize the Treasurer to issue a check payable to RTLF-NJ II LLC, PO BOX 71054, CHICAGO, IL 60694-1054 in the amount of **\$4,112.36** (This consists of \$2,812.36 Certificate Amount redeemed + \$1,300.00 Premium).

BE IT FURTHER RESOLVED, that the Tax Collector is authorized to cancel this lien on Block 29 Lot 29 from the tax office records.

Certification:

I, Lee Geller, Clerk of the Township of Oxford, County of Warren, State of New Jersey, do hereby certify that the foregoing Resolution is a true and exact copy of a Resolution adopted by the Township Committee of the Township of Oxford on July 16, 2025.

Linda Koufodontes moved to approve Resolution 2025-92. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1. Motion Passed

RESOLUTION 2025-93

INCREASING BID THRESHOLD PURSUANT TO N.J.S.A. 40A:11-3A FROM \$44,000 TO \$53,000 AND CONTINUE THE APPOINTMENT OF ROSE WITT AS THE TOWNSHIP OF OXFORD QUALIFIED PURCHASING AGENT

WHEREAS, Governor Murphy has approved an adjustment to the Local Public Contracts Law giving local contracting unit the ability to increase their bid threshold to \$53,000.00 provided the Qualified Purchasing Agent has been appointed;

WHEREAS, Rose Witt was appointed Qualified Purchasing Agent on August 7, 2024 by Resolution 2024-98 and

WHEREAS, the Township desires to take advantage of the increased bid threshold which was enacted to increase bid threshold which was enacted to increase efficiency and adjust for changes in purchasing and business dynamics; and

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Township of Oxford. In the County of Warren, in the State of New Jersey hereby increases its bid threshold top \$53,000.00; and

BE IT FURTHER RESOLVED that the governing body hereby continues the appointment of Rose Witt as the Qualified Purchasing Agent to exercise the duties of the purchasing agent pursuant to N.J.S.A. 40A:11-2(30), with the specific relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit; and

BE IT FURTHER RESOLVED that in accordance with N.J.A.C. 5:34-5.2 the local unit Clerk is hereby authorized and directed to forward a certified copy of this resolution to the Director of the Division of Local Government Services

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 July 16, 2025.

Linda Koufodontes moved to approve Resolution 2025-93. Seconded by Georgette Miller and passed unanimously by roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 1. Motion Passed

New Business:

Georgette Miller

- Would like to extend our heartfelt appreciation for Scott Ruskin our own Township of Oxford resident who rescued over 200 people during the Texas Flooding. Township will celebrate his heroism at a later time as he is still working to save lives.

Old Business:

- No Old Business

Township Committee Reports and Correspondence:

Linda Koufodontes

- There was no meeting to report. The next BOE meeting is July 24, 2025.

Georgette Miller

- Lake
 - o Had some flooding from this last storm on Tuesday
 - o Dock did well
 - o WIFI went out waiting on new router
 - o Need to work on the Water Chestnut
 - o Lake as been steady and rentals are good.

Mayor Norton

- No Report

Township Administrator:

Matt Hall

- Working on the waiver for Life Jackets rental with the Lake Rental – needs to have it translated as well.

Township Engineer Report:

Bryce Good

- Wall St – Bid packet ready. Bid Opening is July 31, 2025.
- Port Colden we got DOT approval starting closeout paperwork
- 7 Axford Ave addressed some of the issues and UTRS Recommended a TCO
- Mine Hill GPR Survey completed the report stated that the issue was due to the Storm from July 2023

Township Planner's Report

Tim O'Brien

- Working on the consistency report for the next Land Use Board Meeting

Township Attorney's Report:

Wade Baldwin

- No Report

Washington Police Department:

Lt. Pappalardo

- Have done speed radar on Mine Hill Road and Pequest Rd
- Chief Jones is working on Back-to-School Items with the Oxford School staff
- August 5, 2025 National Night Out 6pm-9pm at Meadow Breeze Park

Motion To Pay Bills:

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

Public Comment:

William Suyker, Oxford, NJ

- Had a question about the property behind his house and the Mine Property stating that the land is owned by Warren County.

Meeting Recap:

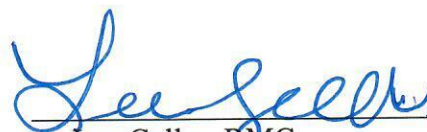
- Matt – Mine Property
- Tim – Mine Property and Review
- Bob – close out Port Colden, 7 Axford Ave, Mine Property
- Lee – Lake Grant

Executive Session:

- No Executive Session

Adjourn:

Linda Koufodontes moved to adjourn the meeting at 6:58 PM. Seconded by Georgette Miller
Ayes: 2, Nays: 0, Abstain: 0, Absent: 1. Motion passed.



Lee Geller, RMC
Township Clerk



List of Bills - (All Funds)

Meeting Date: 07/16/2025 For bills from 07/03/2025 to 07/14/2025

Vendor	Description	Payment	Check Total
CURRENT FUND			
374 - ARAE NETWORK SOLUTIONS, LLC	PO 17248 Blanket - Arae Network Solutions, LLC	2,279.13	2,279.13
1164 - Bay One Truck & Equipment Repair, Inc	PO 17420 Blanket - Bay One	1,387.22	1,387.22
1188 - Brightspeed	PO 17250 Blanket - Brightspeed - Oxford Twp	149.60	149.60
1213 - BRT Technologies, LLC	PO 17421	700.00	700.00
130 - COUNTY OF WARREN-TREASURER'S OFFICE	PO 17251 Blanket - WC Tax Bill 2025	394,856.20	394,856.20
1175 - Dingman's Dairy	PO 17375 Blanket - Dingman Dairy	875.82	875.82
1131 - Edmunds GovTech	PO 17422 Tax Billing Hosting	4,832.16	4,832.16
724 - Griffith-Llied Trucking, LLC	PO 17253 Blanket - Griffith Allied	771.43	771.43
656 - HOME DEPOT CREDIT SERVICES	PO 17254 Blanket - Home Depot	27.97	27.97
51 - JCP&L	PO 17256 Blanket - JCP&L Master Bill	3,504.25	3,504.25
51 - JCP&L	PO 17289 Blanket - JCPL Rt 31 & Wall	6.96	6.96
51 - JCP&L	PO 17346 Blanket - 12 Renners	27.17	27.17
239 - JIM FLYNN'S TRUCK REPAIR INC	PO 17424 Goose Hunt	97.00	97.00
1255 - JT Campbell	PO 17423 Lifeguard Training	2,150.00	2,150.00
908 - LAVERY SELVAGGI & COHEN PC	PO 17291 Blanket - Lavery, Selvaggi & Cohen, PC	540.00	540.00
949 - NJ ADVANCE MEDIA, LLC	PO 17264 Blanket - NJ Advance Media Clerk	428.40	428.40
62 - NJ AMERICAN WATER COMPANY	PO 17294 Blanket - NJ American Water	3,168.99	3,168.99
175 - Oxford Twp. Payroll Account	PO 17418 07-03-2025 Payroll	11,167.12	
	PO 17418 07-03-2025 Payroll	24,648.58	35,815.70
1276 - Portofino Builders, LLC	PO 17431 Port Colden repairs	3,249.47	3,249.47
1263 - Quigley and Son Pest Solutions, LLC	PO 17265 Blanket - Quigley and Son	125.00	125.00
165 - QUILL CORPORATION	PO 17267 Blanket - Quill office Supplies	509.03	509.03
1103 - Rocky's Hardware Inc	PO 17278 Blanket - Rocky's	425.52	425.52
1267 - RTLF-NJ II LLC	PO 17425 Tax Sale Cert.	4,112.36	4,112.36
332 - SMITH TRACTOR & EQUIPMENT INC	PO 17396 Blanket - Smith Tractor	38.27	38.27
905 - STEPHANIE SEIDEL-KOPESKI	PO 17426 Lake Supplies	59.94	59.94
272 - STEW'S TOWING, INC.	PO 17427 Blanket - Towing	225.00	225.00
1282 - Stewart McVay	PO 17428 Lake Event Refund	30.00	30.00
1258 - Suplee, Clooney & Compnay LLC	PO 17429 2024 Audit	17,400.00	17,400.00
89 - TILCON NEW YORK, INC.	PO 17430 Mill and Pave on Port Colden Rd	57,143.20	57,143.20
1279 - Total Lawn and Tree Service	PO 17392 Blanket - Total Lawn Lake	2,000.00	2,000.00
554 - TRACTOR SUPPLY CREDIT PLAN	PO 17271 Blanket - Tractor Supply	1,303.72	1,303.72
1239 - Van Cleef Engineering Associates LLC	PO 17275 Blanket - Van Cleef	515.00	515.00
264 - WEX BANK	PO 17301 Blanket - Wex Bank	428.09	428.09
129 - ZEP SALES & SERVICE	PO 17322 Blanket - Zep	558.71	558.71
SEWER OPERATING			
1188 - Brightspeed	PO 17249 Blanket - Brightspeed - Pump Station	41.25	41.25
1131 - Edmunds GovTech	PO 17422 Tax Billing Hosting	9,664.32	9,664.32
175 - Oxford Twp. Payroll Account	PO 17418 07-03-2025 Payroll	480.77	480.77
176 - WCPRMUA	PO 17339 Blanket - PRUMA - Sewer	317,303.25	317,303.25
ANIMAL - TRUST			
118 - NJ DEPT OF HEALTH & SR SERV	PO 17359 Blanket - Dog Lic	1.20	1.20
DEVELOPERS ESCROW			
908 - LAVERY SELVAGGI & COHEN PC	PO 17369 Blanket - Lavery Escrow	2,334.71	2,334.71
1209 - Universal Technical Resource Services, I	PO 17415 Escrow - 7 Axford Ave - Gonzalez	3,248.75	3,248.75
910 - VOGEL, CHAIT, COLLINS, AND SCHNEIDE	PO 17416 Blanket - 7 Axford Ave - Gonzalez	592.00	592.00
TOTAL			873,407.56

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-101-01-000-001	Cash - Treasurer			0.00	463,065.76
01-201-20-100-100	Governing Body - Salaries and Wages	3,004.34			
01-201-20-100-200	Administrative & Executive - Other Expen	937.43			
01-201-20-110-200	Computerization	2,279.13			
01-201-20-120-100	Municipal Clerk - Salaries and Wages	1,923.08			
01-201-20-130-100	Finance - Salaries and Wages	1,394.23			
01-201-20-135-200	Audit Services	17,400.00			
01-201-20-145-100	Tax Collector - Salaries and Wages	985.77			
01-201-20-145-200	Tax Collector - Other Expenses	4,832.16			
01-201-20-150-100	Tax Assessment - Salaries and Wages	1,505.61			

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-150-200	Tax Assessment - Other Expenses	700.00			
01-201-20-155-200	Legal - Other Expenses	540.00			
01-201-21-180-100	Planning Board - Salaries and Wages	571.44			
01-201-21-180-200	Planning Board - Other Expenses	515.00			
01-201-21-185-100	Zoning Costs - Salaries and Wages	625.00			
01-201-23-472-200	Social Security System (OASI)	2,512.64			
01-201-23-474-200	Unemployment Compensation	29.57			
01-201-25-265-273	Fire Hydrants	3,168.99			
01-201-26-290-100	Buildings and Grounds - Salaries and Wag	85.68			
01-201-26-290-200	Buildings and Grounds - Other Expenses	2,579.63			
01-201-26-292-100	Streets and Roads - Salaries and Wages	12,011.22			
01-201-26-292-200	Streets and Roads - Other Expenses	107.89			
01-201-26-315-200	Vehicle Maintenance - Other Expenses	1,650.49			
01-201-31-430-200	Electricity	3,538.38			
01-201-31-446-200	Natural Gas/Propane	428.09			
01-201-31-460-200	Gasoline	771.43			
01-299-55-000-067	County Taxes Payable			394,856.20	
01-300-55-000-079	Reserve for Third Party Liens			2,812.36	
01-300-55-000-081	Reserve for Tax Sale Premiums			1,300.00	
TOTALS FOR	CURRENT FUND	64,097.20	0.00	398,968.56	463,065.76
02-161-05-000-001	Interfund - Current			0.00	60,392.67
02-213-40-000-068	NJDOT-PORT COLDEN/WALL STREET			60,392.67	
TOTALS FOR	GRANT FUND	0.00	0.00	60,392.67	60,392.67
07-101-01-000-001	Cash - Treasurer			0.00	327,489.59
07-201-20-100-200	Other Expenses - Miscellaneous	9,705.57			
07-201-20-100-210	Other Expenses - Sewer Treatment Costs	317,303.25			
07-201-26-220-100	Salaries and Wages	480.77			
TOTALS FOR	SEWER OPERATING	327,489.59	0.00	0.00	327,489.59
12-101-01-000-001	Cash - Treasurer			0.00	1.20
12-865-60-000-01	Due State of New Jersey			1.20	
TOTALS FOR	ANIMAL - TRUST	0.00	0.00	1.20	1.20
21-161-05-000-001	INTERFUND - CURRENT			0.00	16,282.88
21-286-56-850-800	RESERVE FOR LAKE EXPENSES			16,282.88	
TOTALS FOR	OXFORD LAKE TRUST	0.00	0.00	16,282.88	16,282.88
22-101-01-000-001	CASH - DEVELOPER'S ESCROW ACCOUNT			0.00	6,175.46
22-225-55-050-000	ELIZABETHTOWN GAS (AGL)			255.00	
22-225-55-084-000	7 Axford			3,585.75	
22-225-55-088-000	SHRI Properties			162.21	
22-225-55-096-000	Asset Enhancement Project			2,172.50	
TOTALS FOR	DEVELOPERS ESCROW	0.00	0.00	6,175.46	6,175.46

Total to be paid from Fund 01 CURRENT FUND	463,065.76
Total to be paid from Fund 02 GRANT FUND	60,392.67
Total to be paid from Fund 07 SEWER OPERATING	327,489.59
Total to be paid from Fund 12 ANIMAL - TRUST	1.20
Total to be paid from Fund 21 OXFORD LAKE TRUST	16,282.88
Total to be paid from Fund 22 DEVELOPERS ESCROW	6,175.46

873,407.56