

**OXFORD TOWNSHIP MEETING  
SEPTEMBER 3, 2025**

The meeting of the Township Committee of Oxford Township was held on August 20, 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 Gerald Norton, Mayor, Georgette Miller, Deputy Mayor, Linda Koufodontes, Township Committee, Rich Wenner, Township Attorney, Bryce Good, Township Engineer, Tim O'Brien, Township Planner, Lee Geller, Municipal Clerk

Mayor Norton opened the meeting at 6:30 PM.

**Meeting Minutes:**

August 20, 2025 – Meeting Minutes

Georgette Miller moved to approve August 20, 2025, Meeting Minutes. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

August 20, 2025 – Executive Session Minutes

Georgette Miller moved to approve August 20, 2025, Executive Session Minutes. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

**Presentation:**

- No presentation

**Public Comment on Agenda items: -**

- No Public Comment

**Ordinances: 1<sup>st</sup> Reading:**

**ORDINANCE 2025-13**

**ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF NEW  
JERSEY DECLARING CERTAIN REAL PROPERTY OWNED BY THE TOWNSHIP NO  
LONGER NEED FOR PUBLIC USE AND AUTHORIZING SAME  
FOR SALE TO ADJACENT PROPERTY OWNERS IN ACCORDANCE  
WITH NJSA 40A:12-13(B)((5))**

Rich Wenner stated that we need to change the date of BID from October 8, 2025 to October 14, 2025

Georgette Miller moved to approve Ordinance -13 amending the date of BID. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion Passed

### **ORDINANCE 2025-13**

#### **ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF NEW JERSEY DECLARING CERTAIN REAL PROPERTY OWNED BY THE TOWNSHIP NO LONGER NEED FOR PUBLIC USE AND AUTHORIZING SAME FOR SALE TO ADJACENT PROPERTY OWNERS IN ACCORDANCE WITH NJSA 40A:12-13(B)((5)**

**WHEREAS**, the Township is the owner of Block 3, Lot 34, which lot is a non-conforming lot; and

**WHEREAS**, the property is not needed for public use and the Township desires to authorize the sale of same, in accordance with NJSA 40A:12-13(b)(5), to the highest bidder of adjacent property owners that own property contiguous to the property; and

**WHEREAS**, the Township has determined the minimum required to be \$5,000.00.

**NOW THEREFORE BE IT ORDAINED** by the Township Committee of the Township of Oxford that:

1. Block 3, Lot 34 is no longer needed for public use
2. The property shall first be offered for purchase to the adjacent property owners of Block 3, Lot 34 with the minimum bid price of \$5,000.00
3. Sealed bids shall be submitted to the Municipal Clerk no later than October 14, 2025 at 10am, at which time bids shall be opened and read.

### **NOTICE**

**NOTICE** is hereby given that the foregoing Ordinance was introduced to pass on first reading at a regular meeting of the Township Committee of the Township of Oxford held on September 3, 2025, at 6:30 PM and ordered published in accordance with the law. Said Ordinance will be considered for final reading and adoption at a regular meeting of the Township Committee to be held on October 1, 2025, at 6:30 PM, or as soon thereafter as the Township Committee may hear this Ordinance at the Municipal Building, 11 Green Street, Oxford, New Jersey, at which time all persons interested may appear for or against the passage of said Ordinance.

Georgette Miller moved to approve Ordinance 2025-13 as amended. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion Passed



**Ordinances: 2<sup>nd</sup> Reading:**

**ORDINANCE NO. 2025-12**

**ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF NEW JERSEY, TO VACATE AN UNNAMED ALLEY IN BLOCK 2 NOT NEEDED FOR A PUBLIC PURPOSE**

**WHEREAS** there is a “paper street” in Block 2 which the Township Committee believes that it is not needed for a public purpose; and

**WHEREAS** the Municipal Engineer of the Township of Oxford has reviewed the proposed vacation and finds that same is consistent with the public interest, and that it is in the best interest of the municipality; and

**WHEREAS**, it appears that the interests of the public will be served by this vacation, since the vacation will lead to the improvement of the property in the surrounding areas without any detriment to the interests of the public.

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

**Section 1:**

The following described lands are hereby vacated and all the public rights, interests and title arising from the dedication or shown on any map filed or otherwise or any reference to same in any deed or instrument, recorded or otherwise, are hereby vacated, relinquished and extinguished. Those lands constituting of the following are hereby vacated and described as follows:

**See Exhibit A, attached hereto.**

**Section 2:**

**Severability.** The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

**Section 3:**

**Repealer.** Any ordinance or parts thereof in conflict with the provisions of this Ordinance are hereby repealed as to their inconsistencies only.

**Section 4:**

**Effective Date.** This Ordinance shall take effect upon final passage and publication as provided by law.

## **CERTIFICATON**

I, Lee Geller, Acting Municipal Clerk of the Township of Oxford, County of Warren and State of New Jersey, **DO HEREBY CERTIFY** that this is a true and correct copy of an Ordinance adopted by the Township Committee of the Township of Oxford, at their regular meeting held on September 3, 2025.

## **NOTICE**

**NOTICE** is hereby given that the foregoing Ordinance was introduced to pass on first reading at a regular meeting of the Township Committee of the Township of Oxford held on August 6, 2025, at 6:30 PM and ordered published in accordance with the law. Said Ordinance will be considered for final reading and adoption at a regular meeting of the Township Committee to be held on September 3, 2025, at 6:30 PM, or as soon thereafter as the Township Committee may hear this Ordinance at the Municipal Building, 11 Green Street, Oxford, New Jersey, at which time all persons interested may appear for or against the passage of said Ordinance.

Mayor Norton opened Public Comment: No public comment

Georgette Miller moved to approve Ordinance 2025-12. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion Passed

### **Resolution:**

#### **TOWNSHIP OF OXFORD WARREN COUNTY, NEW JERSEY RESOLUTION #2025-104**

#### **RESOLUTION IMPOSING A HALLOWEEN CURFEW AND ESTABLISHING OBSERVANCE OF TRICK-OR-TREAT WITHIN THE TOWNSHIP OF OXFORD**

The Township committee discussed in detail the hours of Trick or Treating. The resolution will be amended for hours of 5pm-7pm to 4pm-7pm. Also updated the curfew dates.

Georgette Miller moved to approve Resolution 2025-104 amending Trick or Treating hours and dates of curfew. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion Passed

#### **TOWNSHIP OF OXFORD WARREN COUNTY, NEW JERSEY RESOLUTION #2025-104**

#### **RESOLUTION IMPOSING A HALLOWEEN CURFEW AND ESTABLISHING OBSERVANCE OF TRICK-OR-TREAT WITHIN THE TOWNSHIP OF OXFORD**



**WHEREAS**, Halloween Night and several nights before and after have historically been nights when acts of criminal mischief and vandalism have increased throughout the Township; and

**WHEREAS**, the Township of Oxford desires to take some action to help reduce the likelihood of such incidents by establishing a **suggested curfew** to assist parents and lawful guardians of minor children; and

**WHEREAS**, said curfew is viewed as an important part of maintaining the peace and order of the community and all persons are strongly urged to cooperate with the Washington Township Police Department by abiding by the curfew; and

**WHEREAS**, the door to door solicitation of treats is a tradition enjoyed by many as well as an annoyance and inconvenience to others and, therefore, needs to be regulated to provide for the safety, health, and welfare of all persons within the community.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Oxford, County of Warren has established a suggested curfew for all persons seventeen (17) years of age or younger of 9:00 pm Wednesday, October 29, 2025 until 6:00 am Monday, November 3, 2025. The curfew shall be extended for school sponsored events to one (1) hour after the conclusion of the event.

**BE IT FURTHER RESOLVED** that Trick-or-Treat Night shall be observed within the Township of Oxford on **Friday, October 31, 2025 from 4:00 pm to 7:00 pm.**

Adopted: September 3, 2025

**Certification:**

I, Lee Geller, Clerk of the Township of Oxford, Warren County do hereby certify that the foregoing resolution is a true and exact copy adopted by the Township Committee of the Township of Oxford on September 3, 2025.

Georgette Miller moved to approve Resolution 2025-104 as amended. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion Passed

**New Business:**

- No new business

**Old Business:**

Georgette Miller

- Water Chestnut treatment. We received 2 quotes out of 4 companies we contacted.
  1. Solitude Lake Management quote was for \$18,000 to hydro rack the water chestnut.
  2. Lake Management Sciences said not to hydro rack and treat the whole lake. Quote is \$2,200.00 for 2025, \$16,331.00 for 2026 and a permit fee of \$225.00

## RESOLUTION 2025-106

### RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF OXFORD, WARREN COUNTY, NEW JERSEY AUTHORIZING THE AWARD OF A CONTRACT FOR WEED MANAGEMENT SERVICES FOR THE OXFORD FURNACE LAKE

**WHEREAS**, the Township Committee has a need to retain weed management services for the Oxford Furnace Lake("Project"); and

**WHEREAS**, quotes were solicited and obtained for the Project; and

**WHEREAS**, Lake Management Sciences, LLC submitted a quote in the amount of:

1. \$2,200.00                      2025
2. \$16,331.00-                      2026; and

**WHEREAS**, the value of these services will be \$NOT TO EXCEED \$20,000.00 for the years 2025 and 2026; and

**WHEREAS**, the Township Committee finds it to be in the best interest of the Township to authorize said work, which is not subject to public bidding.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Oxford, County of Warren, State of New Jersey, that the Mayor and Municipal Clerk are authorized to enter into a Contract with lake Management Sciences, LLC. as described therein, subject to the certification of funds, **NOT TO EXCEED** \$20,000.00 without further authorization from the Council.

#### CERTIFICATION

I, Lee Geller, Acting Municipal Clerk of the Township of Oxford, County of Warren and State of New Jersey do hereby certify the foregoing to be true and correct copy of a Resolution adopted by the Township Committee at a meeting held on September 3, 2025.

Georgette Miller moved to approve Resolution 2025-106 for Lake Management Science subject to the conditions of the quote and certified funds from the CFO. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion Passed

#### Township Committee Reports and Correspondence:

Linda Koufodontes

- The BOE meeting was on August 21, 2025, nothing new to report, they ratified a contract for 2 years. School has started.
- Parking is still an issue the Washington Township Police is recommending that there is no parking on Kent Street during drop off and pick up. Rich Wenner will draft an ordinance for this with no parking on Kent St during the hours of 7:30am-9:30am and 2pm to 4pm Monday thru Friday.



Georgette Miller

- Lake
  - o Lake is closed. Not a busy last weekend with the weather.
  - o Inflatables have been removed from the lake.
  - o Our last event is tomorrow night with Catherine McCall.
  - o Staff will be finishing the cleaning of the lake by next week.
  - o Garden State Lab sent us a letter for special pricing discount for the lake for 2026 this offer will expire September 25, 2025. Will call to find out the price.

**Township Administrator:**

- No Report

**Township Engineer Report:**

Bryce Good

- 133 Jonestown Rd sewer connection
  - o County shut it down today.
  - o Construction is to resume tomorrow. Finelli's office to check I on the connect as well as Lou from DPW.
- Wall St – Sidewalk project
  - o Heard from JCPL and they will not move the poles
  - o We have a second option see design I provided. This will change the project, and we will need to go out to rebid if we choose this plan.
  - o Will let Portofino Builders we will get back to them on the award.
  - o Set up a meeting with the Wall St Business to discuss the new plans and get feed back.

**Township Planner's Report**

- No Report

**Township Attorney's Report:**

Rich Wenner

- 40 Chestnut there is an appeal set for September 30, 2025, for the construction violation for unsafe building.
- We are set for our habitability hearing on September 17, 2025

**Washington Police Department:**

Capt. Smith

- No Report

**Motion To Pay Bills:**

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

**Public Comment:**

- No Public

**Meeting Recap:**

- Rich – Ordinance for Parking, Habitability hearing on Sept. 17, 2025
- Bryce – Wall St. Sidewalk Portofino Update and meeting for the businesses.

**Executive Session:**

- No Executive Session

**Adjourn:**

Linda Koufodontes moved to adjourn the meeting at 7:28 PM. Seconded by Georgette Miller  
Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.



Lee Geller, RMC  
Township Clerk





# **List of Bills - (All Funds)** Meeting Date: 09/03/2025 For bills from 08/21/2025 to 09/02/2025

Vendor	Description	Payment	Check Total
<b>CURRENT FUND</b>			
374 - ARAE NETWORK SOLUTIONS, LLC	PO 17248 Blanket - Arae Network Solutions, LLC	1,904.13	1,904.13
897 - COMCAST	PO 17307 Blanket - 11 Green St	152.46	152.46
1175 - Dingman's Dairy	PO 17375 Blanket - Dingman Dairy	54.24	54.24
529 - ELIZABETHTOWN GAS	PO 17286 Blanket - 153 Mt. Pisgah	46.89	46.89
529 - ELIZABETHTOWN GAS	PO 17287 Blanket - ELiz Gas - 11 Green St	57.43	57.43
529 - ELIZABETHTOWN GAS	PO 17288 Blanket - Eliz Gas - Vista Rossi	97.36	97.36
75 - FRANK RYMON & SONS	PO 17344 Blanket - Frank Rymon	513.66	513.66
1047 - GARDEN STATE LABORATORIES, INC	PO 17335 Blanket - Garden State Lab - Lake	430.00	430.00
1068 - GOVERNMENT FORMS & SUPPLIES	PO 17450 Blanket - Seal Stamp	53.20	53.20
724 - Griffith-Llled Trucking, LLC	PO 17253 Blanket - Griffith Allied	542.48	542.48
1287 - Harrahs	PO 17447 Blanket - Harrah's NJLM Conference NOV 2	812.00	812.00
1124 - John Kirkhum	PO 17257 Blanket - John Kirkhum	185.00	185.00
113 - KATHRYN BECKER	PO 17258 Blanket - Kathryn Becker	185.00	185.00
743 - MONTAGE ENTERPRISES, INC.	PO 17387 Blanket - Montage Enterprises	515.30	515.30
525 - NJ STATE LEAGUE OF MUNICIPALITIES	PO 17448 Blanket - NJLM Conference NOV. 2025	240.00	240.00
175 - Oxford Twp. Payroll Account	PO 17471 08-29-2025 Payroll	21,234.08	
	PO 17471 08-29-2025 Payroll	10,166.15	31,400.23
228 - OXFORD VOLUNTEER FIRE DEPT.	PO 17466 2025	17,500.00	17,500.00
160 - PITNEY BOWES BANK INC- PURCHASE POWER	PO 17333 Blanket - Pitney Bowes Power Purchase	532.94	532.94
1292 - PMI Turn Key NJ - Cambridge East	PO 17467 Reimbursement 2024 Street Lights Cambrid	1,809.24	1,809.24
1275 - Primo Brands	PO 17309 Blanket - Ready ReFresh	22.98	22.98
1111 - Prudential DCRP	PO 17419 07-03-2025 Payroll	202.59	
	PO 17452 8-15-25 payroll dcrp	491.61	
	PO 17472 08/29/2025 payroll	186.55	880.75
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	741.02	741.02
717 - RK OCCUPATIONAL & ENVIRON ANALYSIS	PO 17470 Right to Know Survey	725.20	725.20
289 - STATE OF NEW JERSEY	PO 17468 12/2024 end of year	172.57	172.57
695 - TOWNSHIP OF MANSFIELD	PO 17321 Blanket - Mansfield Shared Service Court	12,469.25	12,469.25
705 - TOWNSHIP OF WASHINGTON	PO 17273 Blanket - Wash, Twp Police Contract	174,431.58	174,431.58
92 - VERIZON	PO 17276 Blanket - Verizon	95.86	95.86
<b>SEWER OPERATING</b>			
541 - MGL PRINTING SOLUTIONS	PO 17465 Envelops	333.00	333.00
1012 - MICHAEL BRADY	PO 17260 Blanket - Michael Brady	200.00	200.00
175 - Oxford Twp. Payroll Account	PO 17471 08-29-2025 Payroll	480.77	480.77
160 - PITNEY BOWES BANK INC- PURCHASE POWER	PO 17333 Blanket - Pitney Bowes Power Purchase	241.48	241.48
165 - QUILL CORPORATION	PO 17267 Blanket - Quill office Supplies	167.80	167.80
90 - USA BLUEBOOK	PO 17469 Clamp	309.16	309.16
<b>ANIMAL - TRUST</b>			
1120 - Common Sense for Animals	PO 17464 July and Bat hold	302.00	302.00
TOTAL			248,729.98

## Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-101-01-000-001	Cash - Treasurer			0.00	236,045.38
01-201-20-100-100	Governing Body - Salaries and Wages	1,346.15			
01-201-20-100-200	Administrative & Executive - Other Expen	1,705.70			
01-201-20-110-200	Computerization	1,904.13			
01-201-20-120-100	Municipal Clerk - Salaries and Wages	2,211.54			
01-201-20-130-100	Finance - Salaries and Wages	1,394.23			
01-201-20-130-200	Finance - Other Expenses	241.47			
01-201-20-145-100	Tax Collector - Salaries and Wages	1,083.77			
01-201-20-145-200	Tax Collector - Other Expenses	153.03			
01-201-21-180-100	Planning Board - Salaries and Wages	571.44			
01-201-23-230-200	Employee Group Health Insurance	370.00			
01-201-23-472-200	Social Security System (OASI)	2,263.96			
01-201-23-474-200	Unemployment Compensation	22.41			
01-201-25-240-200	Police - Other Expenses	174,431.58			
01-201-25-260-200	Aid to Volunteer Fire Company	17,500.00			
01-201-26-290-100	Buildings and Grounds - Salaries and Wag	95.20			
01-201-26-290-200	Buildings and Grounds - Other Expenses	1,642.82			

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-26-292-100	Streets and Roads - Salaries and Wages	12,245.38			
01-201-26-292-200	Streets and Roads - Other Expenses	22.98			
01-201-26-315-200	Vehicle Maintenance - Other Expenses	515.30			
01-201-31-435-200	Street Lighting	1,809.24			
01-201-31-440-200	Telephone	248.32			
01-201-31-446-200	Natural Gas/Propane	201.68			
01-201-31-460-200	Gasoline	542.48			
01-201-36-472-200	DCRP	880.75			
01-201-43-490-200	Municipal Court - Other Expenses	12,469.25			
01-203-23-474-200	(2024) Unemployment Compensation		172.57		
<b>TOTALS FOR</b>	<b>CURRENT FUND</b>	<b>235,872.81</b>	<b>172.57</b>	<b>0.00</b>	<b>236,045.38</b>
07-101-01-000-001	Cash - Treasurer				
07-201-20-100-200	Other Expenses - Miscellaneous	1,251.44		0.00	1,732.21
07-201-26-220-100	Salaries and Wages	480.77			
<b>TOTALS FOR</b>	<b>SEWER OPERATING</b>	<b>1,732.21</b>	<b>0.00</b>	<b>0.00</b>	<b>1,732.21</b>
12-101-01-000-001	Cash - Treasurer				
12-299-56-840-100	Reserve for Animal Control Expenses			0.00	302.00
				302.00	
<b>TOTALS FOR</b>	<b>ANIMAL - TRUST</b>	<b>0.00</b>	<b>0.00</b>	<b>302.00</b>	<b>302.00</b>
21-161-05-000-001	INTERFUND - CURRENT				
21-286-56-850-800	RESERVE FOR LAKE EXPENSES			0.00	10,650.39
				10,650.39	
<b>TOTALS FOR</b>	<b>OXFORD LAKE TRUST</b>	<b>0.00</b>	<b>0.00</b>	<b>10,650.39</b>	<b>10,650.39</b>
Total to be paid from Fund 01 CURRENT FUND		236,045.38			
Total to be paid from Fund 07 SEWER OPERATING		1,732.21			
Total to be paid from Fund 12 ANIMAL - TRUST		302.00			
Total to be paid from Fund 21 OXFORD LAKE TRUST		10,650.39			
		<b>248,729.98</b>			