

OXFORD TOWNSHIP MEETING AUGUST 19, 2026

The meeting of the Township Committee of Oxford Township was held on August 19, 2026, 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 Daily Record and the Star Ledger online publication
- Posting on the Township website and Facebook page

In attendance were Mayor Norton, Georgette Miller, Deputy Mayor, Linda Koufodontes, Township Committee, Rich Wenner, Township Attorney, Matt Hall, Township Administrator, Lee Geller, Municipal Clerk

Mayor Norton opened the meeting at 6:30pm

MEETING MINUTES:

August 5, 2026 –Meeting Minutes

Georgette Miller moved to approve August 5, 2026, Meeting Minutes. Seconded by Mayor Norton and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent 0.

August 5, 2026 – Executive Session Minutes

Georgette Miller moved to approve August 5, 2026, Meeting Minutes. Seconded by Mayor Norton and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent 0.

PUBLIC COMMENT ON AGENDA ITEMS:

- No Public Comment

PRESENTATION:

- No Presentations

ORDINANCES: 1st Reading:

- No 1st Read Ordinances

ORDINANCES: 2nd Reading:

- No 2nd Read Ordinance

RESOLUTION:

RESOLUTION NO. 2026-104

**RESOLUTION OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF NEW JERSEY,
AUTHORIZING THE CANCELLATION OF UTILITY INTEREST ON 132 AXFORD AVE**

WHEREAS, the Township Committee of the Township of Oxford, County of Warren, State of New Jersey operates, pursuant to NJSA 40A:26A-1, *et. seq.* a sewer utility by and through which the Township provides wastewater treatment services and charges the users of said system for the treatment of wastewater conveyed through the system; and

WHEREAS, when there is new construction, or a new sewer connection to the sewer system, upon receipt of the Certificate of Occupancy, the tax collector is to begin billing; and

WHEREAS, the tax collector received the Certificate of Occupancy late for the following properties and wishes to extend the grace period to 30 days after the date of mailing;

<u>OXFORD TOWNSHIP PROPERTIES</u>				
<u>BLOCK</u>	<u>LOT</u>	<u>ADDRESS</u>	<u>CO DATE</u>	<u>2026 BILLING</u>
<u>30</u>	<u>1</u>	<u>287 ROUTE 31</u>	<u>5/14/25</u>	<u>\$1,050.00</u>
<u>1.01</u>	<u>17</u>	<u>133 JONESTOWN ROAD</u>	<u>2/4/25</u>	<u>\$1,050.00</u>

<u>WASHINGTON TOWNSHIP PROPERTIES</u>				
<u>BLOCK</u>	<u>LOT</u>	<u>ADDRESS</u>	<u>CO DATE</u>	<u>2026 BILLING</u>
<u>28</u>	<u>5.01</u>	<u>1 DRAKE COURT</u>	<u>12/23/25</u>	<u>\$1,181.25</u>
<u>28</u>	<u>5.02</u>	<u>3 DRAKE COURT</u>	<u>12/31/25</u>	<u>\$1,181.25</u>
<u>28</u>	<u>5.23</u>	<u>4 DRAKE COURT</u>	<u>11/5/25</u>	<u>\$1,181.25</u>
<u>28</u>	<u>5.03</u>	<u>5 DRAKE COURT</u>	<u>1/15/26</u>	<u>\$1,132.70</u>
<u>28</u>	<u>5.05</u>	<u>7 DRAKE COURT</u>	<u>4/16/26</u>	<u>\$838.20</u>
<u>28</u>	<u>5.21</u>	<u>8 DRAKE COURT</u>	<u>11/26/25</u>	<u>\$1,181.25</u>
<u>28</u>	<u>5.06</u>	<u>9 DRAKE COURT</u>	<u>12/17/25</u>	<u>\$1,181.25</u>
<u>28</u>	<u>5.20</u>	<u>10 DRAKE COURT</u>	<u>4/16/26</u>	<u>\$838.20</u>
<u>28</u>	<u>5.04</u>	<u>11 DRAKE COURT</u>	<u>10/8/25</u>	<u>\$1,181.25</u>
<u>28</u>	<u>5.19</u>	<u>12 DRAKE COURT</u>	<u>9/24/25</u>	<u>\$1,181.25</u>
<u>28</u>	<u>5.07</u>	<u>13 DRAKE COURT</u>	<u>1/8/26</u>	<u>\$1,155.35</u>
<u>28</u>	<u>5.18</u>	<u>14 DRAKE COURT</u>	<u>4/16/26</u>	<u>\$838.20</u>
<u>28</u>	<u>5.08</u>	<u>15 DRAKE COURT</u>	<u>8/27/25</u>	<u>\$1,181.25</u>
<u>28</u>	<u>5.17</u>	<u>16 DRAKE COURT</u>	<u>10/16/25</u>	<u>\$1,181.25</u>
<u>28</u>	<u>5.09</u>	<u>17 DRAKE COURT</u>	<u>8/27/25</u>	<u>\$1,181.25</u>
<u>28</u>	<u>5.16</u>	<u>18 DRAKE COURT</u>	<u>1/14/26</u>	<u>\$1,135.95</u>
<u>28</u>	<u>5.10</u>	<u>19 DRAKE COURT</u>	<u>9/18/25</u>	<u>\$1,181.25</u>
<u>28</u>	<u>5.15</u>	<u>20 DRAKE COURT</u>	<u>12/23/25</u>	<u>\$1,181.25</u>
<u>28</u>	<u>5.11</u>	<u>21 DRAKE COURT</u>	<u>12/29/25</u>	<u>\$1,181.25</u>
<u>28</u>	<u>5.12</u>	<u>23 DRAKE COURT</u>	<u>11/7/25</u>	<u>\$1,181.25</u>

<u>28</u>	<u>5.13</u>	<u>24 DRAKE COURT</u>	<u>11/18/25</u>	<u>\$1,181.25</u>
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NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Oxford that the Township hereby authorizes the Tax Collector to waive the interest to 30 days after the date of mailing for the above mentioned accounts.

CERTIFICATION

I, Lee Geller, Registered 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 August 19, 2026.

Georgette Miller moved to approve Resolution 2026-104. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent 0.

RESOLUTION # 2026-105 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 October 15, 2025 to CHANGSHENG LU, 628 N. BUTRICK ST, WAUKEGAN, IL 60085, in the amount of \$919.88 for taxes or other municipal liens assessed for the year 2024 in the name of KAPPLER, DANIEL L & LAUREL ANN as supposed owners, and in said assessment and sale were described as 8 HENDERSON STREET, Block 13 Lot 4, which sale was evidenced by Certificate #25-00013, and

WHEREAS, the Collector of Taxes of said taxing district of the Township of Oxford, do certify that on 8/5/26 and before the right to redeem was cut off, as provided by law, DANIEL L KAPPLER, claiming to have an interest in said lands, did redeem said lands claimed by CHANGSHENG LU by paying the Collector of Taxes of said taxing district of Oxford Township the amount of \$2,459.78 which is the amount necessary to redeem Tax Sale Certificate #25-00013.

NOW THEREFORE BE IT RESOLVED, on this 19th day of August, 2026 by the Township Committee of the Township of Oxford, County of Warren to authorize CFO to issue a check payable to CHANGSHENG LU, 628 N. BUTRICK ST, WAUKEGAN, IL 60085 in the amount of **\$3,559.78** (This consists of \$2,459.78 Certificate Amount redeemed + \$1,100.00 Premium).

BE IT FURTHER RESOLVED, that the Tax Collector is authorized to cancel this lien on Block 13 Lot 4 from the tax office records.

Certification:

I, Lee Geller, Registered Municipal 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 August 19, 2026.

Georgette Miller moved to approve Resolution 2026-105. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent 0.

RESOLUTION 2026-106
OXFORD TOWNSHIP
WARREN COUNTY/STATE OF NEW JERSEY
A RESOLUTION OF AWARD, WALL STREET SIDEWALK IMPROVEMENTS
PROJECT

WHEREAS, the resolution 2026-70 was adopted on April 15, 2026, to award the contract to Cedar Construction Co for the Wall Street Sidewalk Improvements project; and

WHEREAS the CFO certifies that those funds are available from the DOT Local Aid Infrastructure fund

BE IT RESOLVED, that on April 15, 2026, the Township Committee of the Township of Oxford adopted this resolution to award unit bid prices for individual construction items to perform the necessary construction to complete the Wall Street Sidewalk Improvements Project, a New Jersey Department of Transportation Local Aid Infrastructure fund project with a total project grant award in the amount of \$400,000.00.

BE IT FUTHER RESOLVED, that the Township Committee of the Township of Oxford does hereby award unit prices for individual construction items for Base bid items to Cedar Contraction Co., Inc with a total cost of

Bid amount	\$139,466.27
Additional items	<u>\$24,000.00</u>
New Bid total cost	\$163,466.27

I, Lee Geller, Municipal Clerk of the Township of Oxford, do hereby certify that the foregoing resolution is a true and exact copy adopted by the Township Committee of the Township of Oxford on August 19, 2026.

Georgette Miller moved to approve Resolution 2026-106. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent 0.

R 2026-107
RESOLUTION APPOINTING AND FIXING THE SALARIES FOR CERTAIN
OXFORD FURNACE LAKE STAFF FOR THE 2026 SEASON

WHEREAS, the Lake Director has recommended staff for hire listed in the appendix below; and

WHEREAS, the staff hires, positions, titles and rates listed in the appendix below shall be made effective immediately; and

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Oxford, County of Warren, State of New Jersey that the foregoing hires and salary adjustments be made effective in accordance with the terms set forth in this resolution.

APPENDIX

Caitlyn Nemchik

\$16.50

Lifeguard

CERTIFICATION

I, Lee Geller, Registered 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 August 19, 2026.

Georgette Miller moved to approve Resolution 2026-107. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent 0.

New Business:

Georgette Miller

- Asking to put the properties back out to bid for the hinting season.

Old Business:

- No Old Business

Township Committee Reports and Correspondence:

Linda Koufodontes

- No report as the BOE meeting is tomorrow night 8/20/26. Will have a report at our next meeting.

Georgette Miller

- Warren Hills FFA – Tricky Tray donation
- Looking into updating the signs at the lake – Quote was presented to committee
- Need to replace a few grills and have extra on hand- need about 6 in total
- Requesting Police to be staffed for Labor Day weekend.

Township Administrator:

Matt Hall

- Finally got in contact with Brightspeed and found out that there are only 2 engineers for the whole state.
- Spoke to a resident in Highlander Hills and management about an issue. The Mayor and I are meeting with the new owners of the park on Friday.

Township Engineer and Planner's Report

Tim O'Brian

- No report

Township Attorney:

Rich Wenner

- Will need to go into Executive Session

Washington Police Department:

Capt. Smith

- Police Department got a donate for Life Vac – once everyone is trained, they will be in the police vehicles
- We are implementing in 1st and 3rd grade a drug program in all schools
- We have received 106 police applications and the cut of date in August 21, 2026
- National night out was a success, and we are looking forward to next year.

Motion To Pay Bills:

by Georgette Miller moved to pay bills presented to the committee. Seconded by Linda Koufodontes and passed unanimously by roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent 0.

Public Comment:

Peggy Hissim- Oxford, NJ

- Asked the status of the Ordinance

Meeting Recap:

- No Recap

Executive Session:

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. The public shall be excluded from the discussion of any action upon the hereinafter-specific subject matter.

The general nature of the subject matter Attorney client privilege, no action will be taken

Georgette Miller moved to enter Executive Session at 6:48 PM. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0, Absent: Motion passed.

Georgette Miller moved to return to Public Session at 6:54 PM. Seconded by Linda

Rich Wenner stated that we were in executive session for approximately 5 minutes. We discussed 1 item involving Attorney Client Privilege. No action was taken in executive session.

Adjourn:

Linda Koufodontes moved to adjourn the meeting at 6:55 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: 08/19/2026 For bills from 08/06/2026 to 08/17/2026

Vendor	Description	Payment	Check	Total
CURRENT FUND				
438 - ADVANCE AUTO PARTS	PO 17618 Advance Auto	465.22		465.22
1320 - Anne Nicodemus	PO 17784 Lake Refund	100.00		100.00
374 - ARAE NETWORK SOLUTIONS, LLC	PO 17565 ARAE Network	3,355.88		3,355.88
1188 - Brightspeed	PO 17567 Brightspeed - Oxford Twp	156.72		156.72
21 - C&M AUTO PARTS	PO 17566 C & M - Napa	272.91		272.91
1159 - Changshen Lu	PO 17785 TSC# 25-00013 Bl 13 L 4	3,559.78		3,559.78
1175 - Dingman's Dairy	PO 17724 Dingmans - Lake	359.98		359.98
529 - ELIZABETHTOWN GAS	PO 17573 Eliz Gas - Vista Rossi	44.68		44.68
529 - ELIZABETHTOWN GAS	PO 17575 Eliz Gas - Green St	76.34		76.34
1301 - Gannett New York-New Jersey LocaliQ	PO 17651 LUB Legal Ads	103.64		103.64
1047 - GARDEN STATE LABORATORIES, INC	PO 17624 Garden State - Lake	215.00		215.00
656 - HOME DEPOT CREDIT SERVICES	PO 17579 Home Depot - DPW	268.17		268.17
656 - HOME DEPOT CREDIT SERVICES	PO 17695 Lake Home Depot	113.96		113.96
51 - JCP&L	PO 17717 JCPL - Renners Rd	4.65		4.65
1155 - Jersey Mail Systems	PO 17583 Jersey Mail - Copier	168.07		168.07
1321 - Jessica Masterson	PO 17786 Laake Refund	100.00		100.00
908 - LAVERY SELVAGGI & COHEN PC	PO 17586 Lavery - Twp Attorney	2,221.89		2,221.89
54 - LIN SUPPLY COMPANY	PO 17787 Repaait toilet at lake	40.99		40.99
1322 - Megan Phillips	PO 17788 Lake Refund	30.00		30.00
541 - MGL PRINTING SOLUTIONS	PO 17589 MGL - Office Supplies	257.00		257.00
62 - NJ AMERICAN WATER COMPANY	PO 17590 American Water - 40 Wall St	3,169.22		3,169.22
140 - NJ STATE HEALTH BENEFITS	PO 17779 August Health Bills	19,578.07		19,578.07
525 - NJ STATE LEAGUE OF MUNICIPALITIES	PO 17791 Conference 2026 - NJLM	455.00		455.00
141 - OXFORD TOWNSHIP BOARD OF EDUCATION	PO 17595	429,248.00		429,248.00
175 - Oxford Twp. Payroll Account	PO 17781 081426 payroll	26,206.40		
	PO 17781 081426 payroll	8,955.26		35,161.66
222 - PITNEY BOWES	PO 17691 Stamp Machine	124.98		124.98
1304 - Price, Meese, Shulman & D'Arminio, P.C.	PO 17676 Price Meese - LUB	1,160.00		1,160.00
1253 - Primepoint LLC	PO 17597 Primepoint - payroll	315.00		315.00
1111 - Prudential DCRP	PO 17782 0814 DCRP	68.78		68.78
710 - RICHARD MOTYKA	PO 17789 Conference Registration	43.75		43.75
1103 - Rocky's Hardware Inc	PO 17600 Rockys	338.97		338.97
332 - SMITH TRACTOR & EQUIPMENT INC	PO 17718 Smith Tractor - DPW	260.20		260.20
554 - TRACTOR SUPPLY CREDIT PLAN	PO 17606 Tractor Supply	617.82		617.82
1239 - Van Cleef Engineering Associates LLC	PO 17715 Van Cleef- Engineering	2,273.00		2,273.00
264 - WEX BANK	PO 17613 Wex Bank -	2,758.03		2,758.03
CAPITAL FUND				
1315 - RT Environmental Services, INC	PO 17754 New DPW Building	13,920.00		
	PO 17790 Soil Testing - NEw DPW Building	16,920.00		30,840.00
1239 - Van Cleef Engineering Associates LLC	PO 17755 New DPW Building	292.00		292.00
SEWER OPERATING				
1188 - Brightspeed	PO 17568 brightspeed - Pump Station	41.64		41.64
541 - MGL PRINTING SOLUTIONS	PO 17589 MGL - Office Supplies	257.00		257.00
175 - Oxford Twp. Payroll Account	PO 17781 081426 payroll	510.05		510.05
ANIMAL - TRUST				
1120 - Common Sense for Animals	PO 17783 cat on hold after injury	391.00		391.00
DEVELOPERS ESCROW				
908 - LAVERY SELVAGGI & COHEN PC	PO 17665 Lavery - Escrow	6,220.00		6,220.00
1304 - Price, Meese, Shulman & D'Arminio, P.C.	PO 17677 Price Meese - Escrows	1,160.00		1,160.00
1239 - Van Cleef Engineering Associates LLC	PO 17609 Van Cleef - Escrow	1,120.00		1,120.00
TOTAL				548,319.05

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-101-01-000-001	Cash - Treasurer			0.00	497,572.17
01-201-20-100-100	Governing Body - Salaries and Wages	3,074.94			
01-201-20-100-200	Administrative & Executive - Other Expen	4,103.93			
01-201-20-120-100	Municipal Clerk - Salaries and Wages	2,346.22			
01-201-20-130-100	Finance - Salaries and Wages	1,491.65			

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-130-200	Finance - Other Expenses	315.00			
01-201-20-145-100	Tax Collector - Salaries and Wages	844.27			
01-201-20-145-200	Tax Collector - Other Expenses	257.00			
01-201-20-150-100	Tax Assessment - Salaries and Wages	1,597.27			
01-201-20-150-200	Tax Assessment - Other Expenses	43.75			
01-201-20-155-200	Legal - Other Expenses	2,221.89			
01-201-20-165-200	Engineering Services - Other Expenses	2,273.00			
01-201-21-180-100	Planning Board - Salaries and Wages	606.22			
01-201-21-180-200	Planning Board - Other Expenses	103.64			
01-201-21-180-263	Planning Board - Legal Services	1,160.00			
01-201-21-185-100	Zoning Costs - Salaries and Wages	643.75			
01-201-23-230-200	Employee Group Health Insurance	19,578.07			
01-201-23-472-200	Social Security System (QASI)	2,460.32			
01-201-23-474-200	Unemployment Compensation	22.86			
01-201-25-265-273	Fire Hydrants	3,169.22			
01-201-26-290-100	Buildings and Grounds - Salaries and Wag	141.40			
01-201-26-290-200	Buildings and Grounds - Other Expenses	1,224.96			
01-201-26-292-100	Streets and Roads - Salaries and Wages	12,977.50			
01-201-26-292-200	Streets and Roads - Other Expenses	156.72			
01-201-26-315-200	Vehicle Maintenance - Other Expenses	998.33			
01-201-31-430-200	Electricity	4.65			
01-201-31-446-200	Natural Gas/Propane	121.02			
01-201-31-460-200	Gasoline	2,758.03			
01-201-36-472-200	DCRP	68.78			
01-299-55-000-065	Local School Taxes Payable			429,248.00	
01-300-55-000-079	Reserve for Third Party Liens			2,459.78	
01-300-55-000-081	Reserve for Tax Sale Premiums			1,100.00	
TOTALS FOR	CURRENT FUND	64,764.39	0.00	432,807.78	497,572.17
04-101-01-000-001	CASH			0.00	31,132.00
04-215-55-026-008	Ord 26-8 DPW Garaga			31,132.00	
TOTALS FOR	CAPITAL FUND	0.00	0.00	31,132.00	31,132.00
07-101-01-000-001	Cash - Treasurer			0.00	808.69
07-201-20-100-200	Other Expenses - Miscellaneous	298.64			
07-201-26-220-100	Salaries and Wages	510.05			
TOTALS FOR	SEWER OPERATING	808.69	0.00	0.00	808.69
12-101-01-000-001	Cash - Treasurer			0.00	391.00
12-299-56-840-100	Reserve for Animal Control Expenses			391.00	
TOTALS FOR	ANIMAL - TRUST	0.00	0.00	391.00	391.00
21-161-05-000-001	INTERFUND - CURRENT			0.00	9,915.19
21-286-56-850-800	RESERVE FOR LAKE EXPENSES			9,915.19	
TOTALS FOR	OXFORD LAKE TRUST	0.00	0.00	9,915.19	9,915.19
22-101-01-000-001	CASH - DEVELOPER'S ESCROW ACCOUNT			0.00	8,500.00
22-225-55-080-000	OTI B33 Lot 4.02 4.02 14			1,980.00	
22-225-55-088-000	SHRI Properties			247.50	
22-225-55-095-000	Block 1.01 Lot 3.03			3,992.50	
22-225-55-096-000	Asset Enhancement Project			2,280.00	
TOTALS FOR	DEVELOPERS ESCROW	0.00	0.00	8,500.00	8,500.00

Total to be paid from Fund 01 CURRENT FUND	497,572.17
Total to be paid from Fund 04 CAPITAL FUND	31,132.00
Total to be paid from Fund 07 SEWER OPERATING	808.69
Total to be paid from Fund 12 ANIMAL - TRUST	391.00

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
Total to be paid from Fund 21	OXFORD LAKE TRUST	9,915.19			
Total to be paid from Fund 22	DEVELOPERS ESCROW	8,500.00			
		548,319.05			