

A regularly scheduled meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 7 July 2011. The meeting was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:06 p.m.

Present: Mayor John Inscho; Deputy Mayor Mark Tibak; Dan Grover; Ronald Petersen, and John Fisher

Also, Present: Wassim Nader, Municipal Engineer; and, Roger Skoog, Municipal Attorney

REPORTS

COMMITTEEPERSON GROVER

Committeeperson Grover reported that building upgrades through the Direct-Install Program have been completed with HVAC systems and lighting in the municipal building, department of public works garage and the recreation center.

DEPARTMENT OF PUBLIC WORKS

Steve Romanowitch, CPWM, presented the following verbal report:

- ✓ Danville Mountain Road is being prepared to pave 600 feet in the first week of August, by Tilcon
- ✓ A road closing is anticipated on Danville Mountain Road, 19 and 20 July for road cutting
- ✓ Two areas on Danville Mountain Road have been widened

RECREATION

A pre-printed report was received from the Recreation Commission for June 2011 and presented to members of the Township Committee for review.

ENVIRONMENTAL

A pre-printed report was received from the Environmental Commission for June 2011 and presented to members of the Township Committee for review.

MUNICIPAL ENGINEER

167 Free Union Road

The Municipal Engineer reported that excavation activity has been taking place on 167 Free Union Road creating an encroachment on the road right-of-way and damage of the road.

New Jersey Department of Transportation Grant Applications

The Municipal Engineer reported that access to the SAGE (System for Administering Grants Electronically) program was granted. The Municipal Engineer is waiting for the Township office to receive the grant invitation from NJDOT.

A pre-printed progress report was received from the Municipal Engineer for June 2011 and presented to members of the Township Committee for review.

LANDUSE

A pre-printed report was received from the Municipal Land Use Board for June 2011 and presented to members of the Township Committee for review.

ZONING OFFICE

A pre-printed report was received from the Municipal Zoning Official for June 2011 and presented to members of the Township Committee for review.

CONSTRUCTION

A pre-printed report was received from the Municipal Construction Office for June 2011 and presented to members of the Township Committee for review.

MUNICIPAL TAX COLLECTOR

A pre-printed report was received from the Municipal Tax Collector for June 2011 and presented to members of the Township Committee for review.

MUNICIPAL CLERK

Mountain Lake Littering – Following concerns expressed by resident Alice Bechok at the last meeting, the Warren Reporter circulation department was contacted regarding newspaper littering around Mountain Lake. The littering issue appears to have been addressed.

Municipal Tax Assessor – Interviews have begun for the Municipal Tax Assessor position. No suggestion for appointment has been made to date.

Municipal Web Site – The Municipal web site is undergoing construction with updated information and merging of less active committees.

APPROVAL OF MINUTES

A motion by John Inscho to adopt the public and executive session minutes of 2 June 2011 carried. Ron Petersen abstained.

A motion by John Inscho to adopt the public workshop minutes of 23 June 2011 carried. John Fisher and Mark Tibak abstained.

OLD BUSINESS

COMCAST – The Municipal Attorney announced that Mr. Smith, Comcast representative, would be invited to attend the Township Committee meeting of 4 August to review the contractual terms between the Township of Liberty and Comcast for the draft Ordinance finalization.

MUNICIPAL CODE, CHAPTER 38, ALARMS – It was announced that the review of Chapter 38, Alarms is ongoing.

IT QUOTES AND SERVICES – Dan Grover announced that another IT quote was received for review and consideration.

FLOOD DAMAGE PREVENTION ORDINANCE – The draft Flood Damage Ordinance was presented to the professionals for updating and compliance with Liberty Township.

JENNY JUMP AVENUE ROAD VACATION – The Municipal Engineer requested a copy of the Title Search conducted on the properties in question and the Municipal Attorney agreed to forward a letter to NJDEP concerning their egress to State properties beyond the proposed road vacation location.

HILLSIDE AVENUE LOT LINE ADJUSTMENT, BLOCK 49, LOT 1 – In consideration of the private request for this lot line adjustment the Municipal Clerk was directed to forward a letter requesting that an escrow of \$1,500.00 is posted for professional services affiliated with this project.

BIRCH AND WALNUT LOT LINE ADJUSTMENT, BLOCK 40, LOT - In consideration of the private request for this lot line adjustment the Municipal Clerk was directed to forward a letter requesting that an escrow of \$1,500.00 is posted for professional services affiliated with this project.

ALARM SYSTEM BID SPECIFICATIONS – Dan Grover stated that he was addressing the preparation of Bid Specifications for the Municipal Building, Department of Public Works building and Recreation Center.

NEW JERSEY STATE POLICE

A Trooper of the Washington Township Barracks reported the following activity within Liberty Township for the month of June 2011;

- ✓ Increased motor vehicle accidents
- ✓ 3 criminal mischief
- ✓ Increased domestic disputes
- ✓ 3 property damage/disputes
- ✓ 4 thefts
- ✓ Mailbox hits
- ✓ Tight parking on Lakeside Drive West

The Trooper was informed of an incident of public disrespect to the lifeguards and requested to increase their presence at the Lake.

NEW BUSINESS

FALL CLEANUP DAY 2011 – Following discussion, a motion by Mayor Inscho to adopt the following Cleanup Day Rules carried.

- The Liberty Township Fall Residential Clean-up is scheduled 17 October through 29 October 2011.
- A voucher system will be used
- Each voucher permits (1) one car, pick-up or small trailer size load to dump at the Warren County Landfill
- Landfill hours are Monday through Friday from 7:00am to 2:30pm and Saturday from 7:00am to 11:00am. The Landfill is closed on Sunday.
- Vouchers are available, with proof of residency, at the Municipal Building, starting 3 October 2011
- Each voucher must contain the raised seal of the municipality to be accepted by the Landfill
- One voucher shall be issued per residence
- An occupying tenant has priority for voucher receipt
- Vouchers shall not be issued for businesses
- Voucher confirmation must be signed by the individual
- Residents with disabilities may call the Municipal Offices prior to 17 October at 908.637.4579 for assistance. Municipal pickup is scheduled for 19 October 2011

NJDEP LETTER LAND ACQUISITION INQUIRY – A letter of 4 May 2011 was received from The State of New Jersey, Department of Environmental Protection, Green Acres Program inquiring into the status of the transfer of a portion of the Wooded Valley Estates II, formerly known as Northridge Lake Estates. Following discussion, the Municipal Attorney was directed to respond to the letter informing the

State of New Jersey to proceed with the transfer and in that letter include the uncompleted items of the Phase "1" Developer's Agreement.

RESOLUTIONS

A motion by Mark Tibak to adopt the following Resolution carried.

Resolution #2011.064 Salary

WHEREAS, Salary Ordinance #2011.001 established the salaries/wages, and compensation for certain employees of the Township of Liberty, Warren County.

BE IT RESOLVED, By the Township Committee of the Township of Liberty, Warren County that the following named employee(s) shall be compensated for the year 2011 in the amounts designated below. All salaries are retroactive to 1 January 2011 unless otherwise noted:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
John E Inscho	Township Committee	2,129.00
Mark Tibak	Township Committee	2,129.00
Dan Grover	Township Committee	2,219.00
Ron Petersen	Township Committee	2,219.00
John Fisher	Township Committee	2,219.00
Diane M Pflugfelder	Administrator	4,080.00
Diane M Pflugfelder	Municipal Clerk/Registrar	52,020.00
Eleanor Clarkson	Deputy Municipal Clerk/ Alternate Deputy Registrar	13.00/hour
Kevin Lifer	Treasurer/CFO	22,958.00
Patricia Noll	Tax Collector	21,224.00
	Tax Assessor	
Kathy Dossena	LandUse Administrator	7,283.00
Eric Snyder	Zoning Code Official	9,413.00
Alan DeCarolis	Animal Control Officer	5,000.00
		effective 1 June 2011
Eileen Greason	Environmental Commission Secretary	2,856.00
Ralph Price	Construction Official	10,044.00
Dan Sullivan	Electrical Inspector	4,141.00
Dale Glynn	Plumbing Inspector	3,672.00
Ralph Price	Fire Sub Code Official	2,399.00
Ralph Price	Fire Official	4,514.00
Barbara Theiss	Technical Assistant to Construction Official	12.75/hour
Eileen Greason	Recreation Commission Secretary	2,448.00
Eileen Greason	Recreation Commission Assistant	6,898.00
Lifeguards		
Jessica Tanski	4 th year Lifeguard	12.25/hour
Kenneth Lunden Jr	4 th year Lifeguard	12.25/hour

Emily Kayal	4 th year lifeguard	12.25/hour
Robert Lunden	3 rd year lifeguard	11.75/hour
Dane Thomas	1 st year lifeguard	10.25/hour
Donald Irons	1 st year lifeguard	10.25/hour
Rebecca Unangst	Substitute Lifeguard	10.25/hour

Summer Recreation Head Counselor

Emilia Thompson	Head Counselor	18.25/hour
Summer Recreation Counselors		
Barbara Wohlgemuth	3 rd year counselor	11.98/hour
Cindy Cutro	3 rd year counselor	11.98/hour
Hope Hollenbeck	3 rd year counselor	11.98/hour
Kara Bozuffi	3 rd year counselor	11.98/hour
Emily Davis	3 rd year counselor	11.98/hour
Lois Davis	2 nd year counselor	10.75/hour
Helen Hollenbeck	Substitute	10.25/hour
George Stritter	Substitute	10.25/hour

Section 2: Public Works

Steve Romanowitch	Public Works Supervisor	26.53/hour
Kenneth Lunden	Laborer	18.00/hour
Donald Drummond	Laborer	16.48/hour
John Hankin	Part-Time DPW Help	12.00/hour
Paul Marty	Part-Time DPW Help	12.00/hour
John Cerny	Part-Time DPW Help	12.24 /hour

Vote: aye - Fisher
 aye - Petersen
 aye - Grover
 aye - Tibak
 aye - Inscho

John Inscho,
 Mayor

A motion by Ron Petersen to adopt the following Resolution carried.

Resolution #2011.065
 Application for Special Permit for Social Affair
 Mountain Lake Fire Company

WHEREAS, An "Application for Special Permit for Social Affair" has been filed by the Mountain Lake Fire Company, 99 Tamarack Road, Belvidere, New Jersey 07823 for said social affair to be held on 2 October 2011 between the hours of 11:00 am and 3 October 2011 2:00 am with a rain date of 9 October 2011; and

WHEREAS, The submitted application form is complete in all respects, and the State fees have been paid.

BE IT RESOLVED, That the Liberty Township Committee does hereby approve a social affair for the Mountain Lake Fire Company located at 99 Tamarack Road, Belvidere, New Jersey to be held on 2 October 2011 between the hours of 11:00 am and 3 October 2011 2:00 am with a rain date of 9 October 2011 to be held in the area delineated on the application form.

Vote: aye - Fisher
aye - Petersen
aye - Grover
aye - Tibak
abstain - Inscho

John Inscho,
Mayor

A motion by Mark Tibak to adopt the following Resolution carried.

Resolution #2011.066
Resolution of the Township of Liberty, County of Warren, State of New Jersey
Extension of Third Quarter Taxes

WHEREAS, The date of the mailing of the Liberty Township tax bills cannot be determined at this time; and

WHEREAS, NJSA 54:4-66.3 provides that no interest shall be charged for a minimum of 25 days after tax bills are mailed or otherwise delivered.

NOW, THEREFORE, BE IT RESOLVED By the Liberty Township Committee as follows:

No interest shall be charged on 3rd quarter taxes, due 1 August 2011, if payment of said taxes is received by Liberty Township on or before the 25th day after the date of a mailings as certified by the Municipal Tax Collector to the Municipal Clerk and provided further, however, that is any such payment is not received on or before the 25th day, interest at the usual rate will be charged from the 1 August 2011 date.

Vote: aye - Fisher
aye - Petersen
aye - Grover
aye - Tibak
aye - Inscho

John Inscho,
Mayor

A motion by Mark Tibak to adopt the following Resolution carried.

Resolution #2011.067
July 2011 Community Day Fireworks Event

WHEREAS, Liberty Township Recreation Commission has scheduled a Community Day Fireworks Event for 30 July 2011, rain date 31 July 2011, to be held on the municipal property located at Block 52, Lot 42, 137 Lakeside Drive West; and

WHEREAS, It is desired that the Township sponsor a fireworks display for the entertainment of the residents during the Community Day event; and

WHEREAS, The Mountain Lake Fire Company will be in attendance.

NOW, THEN, BE IT RESOLVED, By the Township Committee of the Township of Liberty, Warren County, New Jersey that the Township of Liberty Township Committee hereby grants permission for and agrees to sponsor a display for fireworks to be performed by Interstate Fireworks Inc., PO Box 260, Rowland, PA 18457, telephone number 201.390.3345, on 30 July 2011, rain date 31 July 2011,

provided that Interstate Fireworks Inc provide the Township of Liberty with a Certificate of Insurance naming the municipality as additionally insured in a form acceptable to the Municipal Attorney.

BE IT FURTHER RESOLVED That a true copy of this Resolution shall be forwarded to the Liberty Township Fire Marshall, Division of Fire Safety, 349 Mountain Lake Road, Great Meadows, New Jersey 07838.

Vote: aye - Fisher
aye - Petersen
aye - Grover
aye - Tibak
aye - Inscho

John Inscho,
Mayor

PAYMENT OF BILLS

A motion by John Fisher to adopt the following Resolution carried.

Resolution #2011.68
Payment of Bills

RESOLVED, that the township committee of the Township of Liberty, does hereby authorize the Finance Department to pay all vouchers when properly endorsed and approved by at least 3/5 majority of the township committee in the amount of \$451,858.64.

Vote: aye - Fisher
aye - Petersen
aye - Grover
aye - Tibak
aye - Inscho

John Inscho,
Mayor

PUBLIC COMMENT was opened at 7:34 pm.

Caroline Stuibier – Ms. Struibier inquired into the status of excavating and assess upon Buzzard's Glory Road. Mayor Inscho stated that he would contact the zoning official to investigate

Ethan Hashagen – Mr. Hashagen inquired into the status of his request to acquire the ROW adjacent to his property on 14 Hillside Avenue. Mr. Hashagen we informed that the Department of Public Works and Municipal Engineer would be investigating the issue. He was also informed if the neighboring property owner had an interest in the acquisition of the ROW; the ROW would be equally divided between the two parties.

Lynn Gilmore – Ms. Gilmore questioned the public hours of the Municipal Construction office.

At 7:38 pm a motion by John Inscho to adopt the following Resolution carried.

Resolution #2010.69

WHEREAS, The Open Public Meetings Act P.L. 1975, Chapter 231 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 exists; and

WHEREAS, The governing body may wish to discuss any of the following conditions; confidential provisions of Federal Law or State Statute; information that may impair receipt of federal funding; invasion of individual privacy; collective bargaining agreement; real property negotiations; litigation; and, personnel and personnel policy. Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

✓ Collective Bargaining Agreement

NOW, THEREFORE, BE IT RESOLVED, That the public be excluded from this meeting.

Vote: aye - Fisher
aye - Petersen
aye - Grover
aye - Tibak
aye - Inscho

John Inscho,
Mayor

At 8:16 pm, a motion by John Inscho to reconvene the public meeting carried.

Mayor Inscho stated that during executive session matters of contractual agreement were discussed.
Action to follow.

ADJOURNMENT - There being no further business, a motion by John Inscho to adjourn the meeting carried.

Meeting adjourned at 8:18 p.m.

Diane M Pflugfelder RMC/CMC
Municipal Clerk/Administrator
Minutes Approved 4 August 2011