

A regularly scheduled meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 5 May 2016. The meeting was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:03 p.m.

Present: Mayor John Inscho; Deputy Mayor Dan Grover; Carl Cummins; and, Peter Karcher

Absent: Ronald Petersen

Also, Present: Roger Skoog, Municipal Attorney; and, Diane M Pflugfelder, Municipal Clerk/Administrator

## REPORTS

### NEW JERSEY STATE POLICE

A Trooper of the Washington Township Barracks reminded those present to lock vehicles and homes with the onset of warm weather.

### COMMITTEEPERSON KARCHER

Mr. Karcher reported that the Recreation Commission is looking for volunteers to assist with Community Day activities.

### COMMITTEEPERSON CUMMINS

Mr. Cummins reported that the April 2016 LandUse meeting had been canceled. He also stated that he had attended a meeting with Attorney Skoog and Committeeperson Grover to review and prepare draft rules and regulations for the pavilion. The draft proposal was distributed for review and consideration at the next meeting.

### COMMITTEEPERSON GROVER

Mr. Grover indicated that the Eagle Scout project for a kayak/canoe storage structure was continuing with review and revisions.

He also declared that he has been investigating the Liberty Township upgrade quotes for the municipal email system.

### DEPARTMENT OF PUBLIC WORKS

A pre-printed report was received from the Department of Public Works for April 2016 and placed on file.

### MUNICIPAL CLERK/ADMINISTRATOR

A pre-printed report was received from the Municipal Clerk/Administrator for April 2016 and placed on file.

### RECREATION

Dan Gaeta, Recreation Chairperson, inquired into the financial resource for replacement playground equipment following the insurance carrier's recommendation to remove the current structure.

He also informed everyone that the NJSP Medevac would be attending community day at 3:15 pm for a 45 minute visit, if not actively being used. The parking lot across from the Lodge would have to be barricaded from public parking to enable a landing location.

Mr. Gaeta also declared that he had secured CLAP Program participants to assist with beach cleanup following the fireworks display.

## APPROVAL OF MINUTES

A motion by Carl Cummins to adopt the public and executive session minutes of 7 April 2016 carried.

2016 APPOINTMENTS

Mayor Inscho announced that Gwen Fisher would be employed as the Liberty Township 2016 Beach Manager.

Mayor Inscho announced that Emilia Thompson would be employed as the Liberty Township 2016 Head Summer Recreation Counselor.

UNFINISHED BUSINESS

ORDINANCE #2016.004 - PUBLIC HEARING - A motion by Dan Grover to open public hearing carried. Due to the lack of 2/3 of full membership of the Governing Body’s ability to vote, the Public Hearing of Ordinance #2016.004 was carried to the next meeting of the Governing Body.

MUNICIPAL COMPLEX GENERATOR ENERGY ALLOCATION INITIATIVE PROGRAM  
Mr. Grover indicated that he would be providing Attorney Skoog with a detailed Contract for in-kind Engineering Services on the Municipal Complex Generator Energy Allocation Initiative Program project.

VETERAN’S EXEMPTION ORDINANCE  
Attorney Skoog was directed to prepare a draft Veteran’s Exemption Ordinance for consideration at the next Township meeting with the application being retro-active back to one year prior to the actual filing date of said application.

BEACH & PAVILION POLICIES  
Attorney Skoog identified items within the proposed beach and pavilion policy with the incorporation of Liberty Township General Code Chapter 77, Parks and Recreation Areas.

NEW BUSINESS

ORDINANCE #2016.005 - Following discussion, a motion by Dan Grover to introduce Ordinance #2016.005 on First Reading carried. Public Hearing and Adoption are scheduled for 2 June 2016.

Ordinance #2016.005  
An Ordinance to Amend an Ordinance Entitled an Ordinance to Provide for and Determine the Salaries and Compensation for the Officers and Employees of the Township of Liberty, County of Warren, State of New Jersey

BE IT ORDAINED, by the Township Committee of the Township of Liberty, Warren County, New Jersey, the above Ordinance be amended as follows:

Section 1: Here is the following schedule of minimum and maximum salaries (yearly and hourly) for the position hereby listed:

| POSITION           | MINIMUM | MAXIMUM |
|--------------------|---------|---------|
| Township Committee | 1,000   | 4,500   |
| Municipal Clerk    | 20,000  | 70,500  |

|   |            |            |
|---|------------|------------|
| Deputy Municipal Clerk                  | 8.25/hour  | 20.00/hour |
| Administrator                           | 500        | 5,500      |
| Treasurer/CFO                           | 10,000     | 30,500     |
| Tax Collector                           | 10,000     | 38,500     |
| Tax Assessor                            | 10,000     | 38,500     |
| LandUse Administrator                   | 5,000      | 20,500     |
| Zoning Code Official                    | 4,000      | 11,000     |
| Animal Control Officer                  | 2,500      | 10,500     |
| Environmental Commission Secretary      | 150        | 4,000      |
| Emergency Management Coordinator        | 500        | 3,000      |
| Deputy Emergency Management Coordinator | 500        | 3,000      |
| Recreation Commission Secretary         | 150        | 15,000     |
| Seasonal Head Life Guard                | 9.00/hour  | 20.00/hour |
| Seasonal Lifeguard                      | 9.00/hour  | 20.00/hour |
| Seasonal Beach Manager                  | 8.25/hour  | 25.00/hour |
| Seasonal Assistant Beach Manager        | 8.25/hour  | 25.00/hour |
| Summer Recreation Counselors            | 9.00/hour  | 14.00/hour |
| Summer Recreation Head Counselor        | 12.00/hour | 25.00/hour |

Section 2: Public Works

|                                   |                |                |
|-----------------------------------|----------------|----------------|
| Public Works Supervisor           | 20.00 per hour | 38.00 per hour |
| Assistant Public Works Supervisor | 20.00 per hour | 38.00 per hour |
| Laborer                           | 12.00 per hour | 31.00 per hour |
| Seasonal DPW Help                 | 8.25 per hour  | 30.00 per hour |

Regular work week for road department is forty hours. Overtime will be compensated at time and one half for work performed in excess for forty hours in any work week.

Section 3: The aforesaid Sections 1, and 2 are to be effective as of and retroactive to 1 January 2016.

Section 4: All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed.

Section 5: This Ordinance shall take effect immediately upon final adoption according to law.

All ordinances or parts of ordinance inconsistent with this ordinance are hereby repealed.

ORDINANCE #2016.006 - Following discussion, a motion by John Inscho to introduce Ordinance #2016.006 on First Reading carried. Carl Cummins abstained. Public Hearing and Adoption are scheduled for 2 June 2016.

Ordinance #2016.006  
An Ordinance of the Township of Liberty Authorizing  
the Township of Liberty to Acquire Property  
Generally Known as Wooded Valley Estates

An Ordinance authorizing the purchase of real property known and designated as Tax Block 5, Lots 21.41, 21.42, 21.43, 21.44, 21.45, 21.46, 21.47, 21.48, 21.49, 21.50, 22, 26.01; Block 5.01, Lots 21.30, 21.31, 21.32, 21.33, 21.34, 21.35 and 21.37; and Block 6, LOTS 6, 7.02, 7.04, 7.05, 7.06, 7.07, 7.08, 7.09, 7.10, 7.11, 7.12 and 7.13 on the tax map of the Township of Liberty, Warren County, New Jersey, known as Northridge Lake at Liberty subdivision as set forth on the final plat filed in the Warren County Clerk's office on January 4, 2006.

WHEREAS, pursuant to N.J.S.A. 40A:12-1 et.seq. a municipality may acquire any real property for public use; and.

WHEREAS, Wooded Valley Estates, II, LLC is the owner of real property known and designated as Tax Block 5, Lots 21.41, 21.42, 21.43, 21.44, 21.45, 21.46, 21.47, 21.48, 21.49, 21.50, 22, 26.01; Block 5.01, Lots 21.30, 21.31, 21.32, 21.33, 21.34, 21.35 and 21.37; and Block 6, Lots 6, 7.02, 7.04, 7.05, 7.06, 7.07, 7.08, 7.09, 7.10, 7.11, 7.12 and 7.13 on the tax map of the Township of Liberty, Warren County, New Jersey, and

WHEREAS, the Township of Liberty had previously authorized the Township Attorney to prepare a Contract of Sale to be entered into and executed by the appropriate municipal official for the purchase of the aforesaid real property from Wooded Valley Estates, II, LLC, and

WHEREAS, the Township of Liberty seeks to acquire the real property known and designated as Tax Block 5, Lots 21.41, 21.42, 21.43, 21.44, 21.45, 21.46, 21.47, 21.48, 21.49, 21.50, 22, 26.01; Block 5.01, Lots 21.30, 21.31, 21.32, 21.33, 21.34, 21.35 and 21.37; and Block 6, Lots 6, 7.02, 7.04, 7.05, 7.06, 7.07, 7.08, 7.09, 7.10, 7.11, 7.12 and 7.13 on the tax map of the Township of Liberty, Warren County, New Jersey, in accordance with N.J.S.A. 40A:12-1 et. Seq.

NOW THEREFORE be it Ordained by the Committee of Liberty Township, Warren County, New Jersey as follows:

Section 1:

The Township of Liberty authorizes the acquisition and purchase of real property known and designated as Tax Block 5, Lots 21.41, 21.42, 21.43, 21.44, 21.45, 21.46, 21.47, 21.48, 21.49, 21.50, 22, 26.01; Block 5.01, Lots 21.30, 21.31, 21.32, 21.33, 21.34, 21.35 and 21.37; and Block 6, Lots 6, 7.02, 7.04, 7.05, 7.06, 7.07, 7.08, 7.09, 7.10, 7.11, 7.12 and 7.13 on the tax map of the Township of Liberty, Warren County, New Jersey, in accordance with N.J.S.A. 40A:12-1 et. seq. from Wooded Valley Estates, II, LLC.

Section II:

It is the intention of Liberty Township to use the aforementioned lands for open space, conservation, recreational and other similar public uses as allowed by N.J.S.A. 40A:12-1 et seq.

Section III:

The appropriate Township Officials, the Township Attorney, the Township Clerk and such other Township Officials and/or professionals are authorized and directed to execute any and all documents on behalf of the Township of Liberty in regard to this matter and enter into any required financing arrangement to fund the purchase of the aforesaid lands as may be deemed necessary; including a bond.

Section IV:

All ordinances or parts of Ordinances inconsistent with the Ordinance are hereby repealed to the extent of such inconsistency.

Section V:

This Ordinance shall take effect immediately upon final passage and publication according to law.

RESOLUTIONS

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

Resolution #2016.044  
Older Americans Month - May 2016

*WHEREAS*, the month of May is traditionally designated by the U.S. Department of Health and Human Services as Older Americans Month; and

*WHEREAS*, the theme for Older Americans Month 2016 is "Blaze a Trail" to acknowledge how older adults are discovering new interests and becoming involved in new activities, are giving back to their communities and setting an example for future generations; and

*WHEREAS*, the older residents of Liberty Township have made countless contributions and sacrifices to ensure a better life for our residents; and

*WHEREAS*, Liberty Township is committed to raising awareness about issues facing older Americans and helping all individuals to thrive in communities of their choice for as long as possible; and

*WHEREAS*, Liberty Township encourages and supports all efforts that help our older residents take control of their health, safety and well-being.

*NOW THEREFORE*, Liberty Township does hereby proclaim May 2016 to be Older Americans Month in Liberty Township Residents of all ages are encouraged to take time this month to recognize our

older citizens as vital contributors who enhance every aspect of our community.

Vote: aye - Karcher  
absent - Petersen  
aye - Cummins  
aye - Grover  
aye - Inscho

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John Inscho,  
Mayor

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

Proclamation  
Municipal Clerks Week  
May 1 – May 7, 2016

*WHEREAS*, the Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

*WHEREAS* the Office of the Municipal Clerk is the oldest among public servants, and

*WHEREAS*, the Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

*WHEREAS*, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

*WHEREAS*, the Municipal Clerk serves as the information center on functions of local government and community.

*WHEREAS*, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, province, county and international professional organizations.

*WHEREAS* it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

*NOW, THEREFORE*, I, John Inscho, Mayor of Liberty Township, do recognize the week of May 1 through May 7, 2016 as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Diane M Pflugfelder, Deputy Clerk Eleanor Clarkson and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Vote: aye - Karcher  
absent - Petersen  
aye - Cummins  
aye - Grover  
aye - Inscho

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John Inscho,  
Mayor

A motion by Dan Grover to adopt the following Resolution carried.

Resolution #2016.045

Tax Lien Refund

WHEREAS, the Tax Collector recommends to the Township Committee that the necessary administrative action be taken to authorize a refund to the following lienholder.

| Block | Lot | Lien #  | Name/Address  | Lien Amount | Interest   | Premium | Total Refund |
|-------|-----|---------|---|-------------|------------|---------|--------------|
| 48    | 8   | 2015-09 | FWDSL & Associates, LP<br>17 W Cliff St<br>Somerville, NJ 08876 | \$12,139.94 | \$1,111.91 | \$ -0-  | \$13,251.85  |

BE IT RESOLVED, By a majority of the members of the Township Committee of the Township of Liberty, County of Warren, State of New Jersey that the refund on the above list shall be returned to the parties designated.

Vote: aye - Karcher  
absent - Petersen  
aye - Cummins  
aye - Grover  
aye - Inscho

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John Inscho,  
Mayor

PAYMENT OF BILLS

A motion by Pete Karcher to adopt the following Resolution carried.

Resolution #2016.046  
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 \$947,840.00.

Vote: aye - Karcher  
absent - Petersen  
aye - Cummins  
aye - Grover  
aye - Inscho

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John Inscho,  
Mayor

PUBLIC COMMENT was opened at 7:23 pm.

Lynn Gilmore – Ms Gilmore questioned the simultaneously scheduling of Community Day activities. She inquired whom to contact for a potential mosquito problem site. Ms. Gilmore asked for the consideration of creating a low kayak/canoe storage rack for ease of accessibility. She asked for the status on her prior signage request to identify a narrow section on Lakeside Drive West. Ms. Gilmore expressed her disapproval for an electronic replacement sign in the front of the municipal building.

ADJOURNMENT

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

Meeting adjourned at 7:31 p.m.

Diane M Pflugfelder RMC/MMC  
Municipal Clerk/Administrator  
Minutes Approved 2 June 2016