

AGENDA
LIBERTY TOWNSHIP MEETING

5 September 2019
7:00 PM

Municipal Building
349 Mountain Lake Road
Great Meadows, NJ 07838

Sunshine Notice
Flag Salute
Roll Call

Reports:
New Jersey State Police
Committeepersons
Mayor
Municipal Professionals
Municipal Departments/Boards/Commissions

Adoption of Agenda

Adoption of Minutes
Meeting of 1 August 2019

Unfinished Business
Environmental Commission Appointment

New Business
Appointment of OEM Coordinator
Resignation of Assistant to the Recreation Commissioner
Halloween 2019
Cooper Alarm System Contract Renewal
Correspondence from Joe and Joelle Carroll
Mountain Lake Ladies Auxiliary ABC Application
Paving Quotes
Garden State Laboratories Inc Contract Renewal
Municipal Court Inquiry
Lodge Auction Authorization
NJ Fireman’s Association - Bostrom

Resolution
Salary: OEM Coordinator

Adoption of Bill List
Public Comment
Executive Session

Adjournment

A regularly scheduled meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 5 September 2019. The meeting was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:04 p.m.

Present: Mayor John Inscho; Deputy Mayor Daniel Grover; Carl Cummins, and Michael Beyer

Absent: Peter Karcher

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

REPORTS

DEPARTMENT OF PUBLIC WORKS
A pre-printed report was received from the Department of Public Works for August 2019 and placed on file.

MUNICIPAL CLERK/ADMINISTRATOR
A pre-printed report was received from the Municipal Clerk/Administrator for August 2019 and placed on file

MUNICIPAL TAX COLLECTOR

A pre-printed report was received from the Municipal Tax Collector for August 2019 and placed on file

APPROVAL OF MINUTES

A motion by Mike Beyer to adopt the public minutes of 1 August 2019 carried.

UNFINISHED BUSINESS

ENVIRONMENTAL COMMISSION APPOINTMENT

A letter of request was received from Jess Howk for consideration of appointment on the Environmental Commission. A motion by Dan Grover to appoint Jess Howk to the Environmental Commission, expiration of term 31 December 2020 (position vacated by Tom Webster) carried.

NEW BUSINESS

APPOINTMENT OF OEM COORDINATOR

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

Resolution #2019.065
Appointment of Emergency Management Coordinator

BE IT RESOLVED by the Liberty Township Committee of the Township of Liberty, County of Warren, and State of New Jersey the following appointments:

Steve Matuszek, had been appointed as Emergency Management Coordinator for a three-year term effective 1 January 2016, expiration of term 31 December 2019

WHEREAS, on 3 September 2018, Steve Matuszek passed away peacefully.

BE IT RESOLVED, Steven Ciecwicz is appointed Emergency Management Coordinator to fulfill the term vacated by Steve Matuszek, effective 5 September 2019, with an expiration of term 31 December 2019.

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

John Inscho,
Mayor

RESIGNATION OF ASSISTANT TO THE RECREATION COMMISSIONER

A letter of 29 July 2019 was received from Shannon Schaaf stating her resignation from the Assistant to Recreation Commission, effective 31 December 2019. A job posting was authorized for publication on the municipal website as well as within the Star Gazette.

HALLOWEEN 2019

Following brief discussion and review of past adopted Halloween hours, a motion by Dan Grover to establish Halloween 2019 on Thursday, 31 October between the hours of 4:30 pm and 7:30 pm carried.

COOPER ALARM SYSTEM CONTRACT RENEWAL

A motion by Dan Grover authorizing Mayor Inscho to execute the 2019 Agreement between Cooper Alarm System and the Township of Liberty carried.

CORRESPONDENCE FROM JOE AND JOELLE CARROLL

A letter of 9 August 2019 was received from Joe and Joelle Carroll regarding Marble Hill Road water runoff onto their property. Mayor Inscho stated that he would speak with John P Tate, Supervisor, Warren County Division of Roads.

MOUNTAIN LAKE LADIES AUXILIARY ABC APPLICATION

A motion by Dan Grover to adopt the following resolution carried. Mayor Inscho abstained.

RESOLUTION #2019.066
APPLICATION FOR SPECIAL PERMIT FOR SOCIAL AFFAIR
MOUNTAIN LAKE FIRE COMPANY

WHEREAS, “Applications for Special Permit for Social Affair” has been filed by the Mountain Lake Fire Company, 99 Tamarack Road, Belvidere, New Jersey 07823 for said the following social affair;

Fund Raiser Physic Reading
20 September 2019 from 5:00 pm to 21 September 2019, 1:00 am

WHEREAS, the submitted application form is complete in all respects, and the State fee has been paid.

BE IT RESOLVED, that the Liberty Township Committee does hereby approve the following social affair for the Mountain Lake Fire Company located at 99 Tamarack Road, Belvidere, New Jersey;

Fund Raiser Physic Reading
20 September 2019 from 5:00 pm to 21 September 2019, 1:00 am

to be held in the area delineated on the application form.

Vote: absent - Karcher
aye - Beyer
aye - Cummins
aye - Grover
abstain - Inscho

John Inscho,
Mayor

PAVING QUOTES

Quotes were received from the following;

Company

Serene Landscape Construction LLC PO Box 819 Blairstown, NJ 07825	<i>Municipal Building Entrance</i> \$2,800.00 <i>Danville Mountain Road</i> \$15,250.00 <i>Hillside Avenue</i> \$13,900.00
Informed Contracting LLC 7 Marble Hill Road Great Meadows, NJ 07838	<i>Municipal Building Entrance</i> \$4,700.00 <i>Danville Mountain Road</i> \$17,150.00 <i>Hillside Avenue</i> \$15,800.00

Mayor Inscho stated that he was awaiting receipt of a third quote.

GARDEN STATE LABORATORIES INC CONTRACT RENEWAL

A motion by Mike Beyer authorizing Mayor Inscho to execute the 2020 Agreement between Garden State Laboratories Inc and the Township of Liberty carried. Carl Cummins abstained.

MUNICIPAL COURT

A request of 27 August 2019 was received from Eric Snyder, Zoning Official for the Township’s consideration of processing zoning complaints at the Knowlton Shared Municipal Court in Knowlton, Township, NJ. Following discussion a motion by Dan Grover authorizing Liberty Township to file zoning complaints in the Knowlton Shared Municipal Court, Knowlton Township, NJ carried.

MOUNTIAN LAKE LODGE

Discussion to be in Executive Session for consideration of contractual terms of Lodge auction.

NJ STATE FIREMEN’S ASSOCIATION

A motion by Mike Beyer authorizing the acceptance of a NJ State Firemen’s Association Membership application from Robert J Bostrom carried. Mayor Inscho abstained.

RESOLUTIONS

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

RESOLUTION #2019.067
SALARY

WHEREAS, Salary Ordinance #2017.005 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 2019 in the amounts designated below. All salaries are retroactive to 1 January 2019 unless otherwise noted:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Steven Ciecwicz	Emergency Management Coordinator	\$3,000

Vote: aye - Karcher
 aye - Beyer
 aye - Cummins
 aye - Grover
 aye - Inscho

 John Inscho,
 Mayor

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

RESOLUTION #2019.068
 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 \$540,873.79.

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

 John Inscho,
 Mayor

PUBLIC COMMENT was opened at 7:15 pm.

Shannon Schaaf – Ms. Schaaf announced that the Environmental Commission would have a native planting event at the John R Fisher Pavilion on 15 September 2019 between 1:00-3:00 pm. All volunteers welcome. She also advised that the Habitat Project at Mountain Lake for the fish pyramids would be built and installed within September.

Shannon Schaaf – Mr. Schaaf requested on behalf of the Recreation Commission that the DPW relocate the backstop sheds and soccer goals from the Liberty School to Free Union fields.

Ethan Hashagen – Mr. Hashagen inquired why the award was not made for paving Hillside Avenue. It was agreed that the DPW would be directed to post a turning arrow sign at the bend on Hillside Avenue.

EXECUTIVE SESSION

At 7:23 pm a motion by John Inscho to adopt the following Resolution carried.

RESOLUTION #2019.069

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 Township Committee 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.

- ✓ Real Property Negotiations - Consideration of Lodge Auction terms
- ✓ Personnel and Personnel Policy – State Fireman’s Association Application

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

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

 John Inscho,
 Mayor

At 8:12 pm, a motion by Mayor Inscho to reconvene the public meeting carried. Mayor Inscho stated that during executive session matters of personnel policy and contractual consideration were discussed. Action to follow.

A motion by Mayor Inscho to adopt the following resolution carried.

Resolution #2019.070
Resolution Authorizing the Auction and Advertising for Bids
to Sell Certain Land Owned by the Township of Liberty

WHEREAS, Tax Block 52, Lot 43.01 and Block 44, Lot 1.01 owned by the Township of Liberty are not needed for public purposes, and are therefore excess lands; and

WHEREAS, It is in the best interest of the Township of Liberty to advertise for this property to be sold at public sale to the highest bidder at public auction; and

NOW, THEREFORE, BE IT RESOLVED, By the Township Committee of the Township of Liberty, County of Warren, State of New Jersey as follows:

1. The above property shall be advertised for public sale by public auction pursuant to all requirements and procedures set forth in the Local Lands and Buildings Law (NJSA 40A:12-1 et seq.) subject to the following conditions;

(a) Bids shall be received by the Municipal Clerk on 3 October 2019 at the Liberty Township Municipal Building, 349 Mountain Lake Road, Great Meadows, NJ in the manner of a public auction at 5:00 pm in accordance with procedures to be announced by the Administrator of Liberty Township who shall be administering the public auction on behalf of the Township of Liberty

(b) All bids shall be referred to the Township Committee for review and final approval pursuant to NJSA 40A:12-13a. The Township of Liberty reserves the right to accept the highest bidder or to reject any and all bids as described herein, including the highest bid, and shall make its decision known by Resolution within twenty-one (21) days after bids are received

(c) A minimum bid of \$220,000 has been established as the lowest sum to be considered for acceptance by the Township Committee

(d) Upon the close of bidding, the highest qualified bidder, as designated by the Municipal Clerk, shall submit cash or certified check in the amount of 10% of the bid and shall immediately execute an offer to purchase at the bid price, which offer shall include the terms and conditions specified herein and any other conditions established by the Township of Liberty upon their formal acceptance of the bid by subsequent Resolution. Closing of title shall occur no later than 45 days subsequent to the Resolution of the Township of Liberty accepting the bid unless otherwise agreed to by Liberty Township. At the time of closing of title, the bidder shall produce a certified check payable to the Township of Liberty for the balance then due. Thereafter the Township of Liberty will provide the bidder with a Bargain and Sale Deed subject to among other things the restrictions and conditions as recited in subsection "e"

(e) The deed to the property shall be subject to the following restrictions and conditions: A restrictive covenant will be inserted in the deed which will remain in effect for a period of five years from the date of conveyance. The covenant shall restrict the parcel to be used only for restaurant purposes. The term restaurant as used herein shall mean the onsite preparation of hot and cold food stuffs for retail sale and consumption on premises. It shall however, also allow for "take out" services and the sale of alcoholic beverages for consumption on or off site. Specialty foods and beverages not prepared on site may also be sold to the public from the premises. The term restaurant may include what is commonly known as pizzerias, delicatessen or other like businesses.

In addition, a restrictive covenant will be inserted in the deed which will attach to and run with land forever which will limit the height of any buildings on the parcel to one story but in no event greater than fifteen (15) feet in height from ground level.

Failure to comply with the restrictive convenient and conditions shall result in the forfeiture/reversion of the subject property to the Township of Liberty without compensation, reimbursement or any other payment to the bidder.

(f) Further failure to close on or before 45 days of acceptance of the bid by Liberty Township by Resolution shall entitle the Township of Liberty to rescind prior bid approval, terminate any and all rights of the designated bidder in said property and retain all monies previously deposited.

(g) All lots are conveyed subject to existing encumbrances, liens, zoning regulations, easements, and any other restrictions, such facts as an accurate survey would reveal and any present or future assessments for the construction of improvements benefiting said property. Further, the lands and buildings being sold herein are being conveyed without any warranties or guarantees as to the condition of the land and buildings or contents there in. The lands, buildings, and contents are being sold in an "as is" condition.

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

John Inscho,
Mayor

ADJOURNMENT

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

Meeting adjourned at 8:17 p.m.

Diane M Pflugfelder RMC/MMC
Municipal Clerk/Administrator
Minutes Approved 3 October 2019
