

A regularly scheduled meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 5 September 2013. 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 John Fisher; Dan Grover; Ronald Petersen, and Peter Karcher

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

REPORTS

COMMITTEEPERSON PETERSEN

Committeeperson Petersen reported that data had been collected for web-cam internet services at the beach site. Financial data has not been received for the camera costs.

He also reported that a concrete cap has been installed on the fishing pier and that metal fencing surround will be forth coming on site.

Committeeperson Petersen reported that the 580 Case tractor has been taken to the Warren County Auction for sale on Saturday, 7 September with a reserve set at \$5,000.00.

PAVILION

In his final report, Mr. Petersen described his trip to Lancaster County, PA and his observation of a pavilion. He provided a video of the site with audio description. Discussion ensued on the pavilion specifics, and in conclusion, a motion by Ron Petersen authorizing Dan Grover, Attorney Skoog and the Municipal Clerk to prepare the bid package with similar structure specifics carried. The Department of Public Works would prepare the footings for the pavilion following manufacturer drawings.

DEPARTMENT OF PUBLIC WORKS

Steve Romanowitch, CPWM, presented the following verbal report:

- ✓ Quenby Mountain Road to Route 46 has been repaved. The center line stripe has been installed and awaiting the outside line at a future date.
- ✓ Trees have been identified for the annual removal program on Lake Just-It, Rader and Quenby Mountain Road as well s around the lake area.
- ✓ Septic tanks at the municipal complex have been pumped. It was agreed to replace the DPW 500 gallon septic tank with a 1000 gallon capacity tank. The recreation building and municipal offices each have 1000 gallon capacity tanks.
- ✓ Mountain Lake Fire Company Chief Steve Matuszek has been working with Liberty Township DPW to synchronize radio frequencies.
- ✓ The last day of seasonal work for John Cerney shall be Friday, 4 October 2013.
- ✓ Mountain Lake Beach area was closed for public use effective Tuesday, 3 September 2013.
- ✓ Liberty Township shall be joining Warren County Co-Op for the purchase of road salt in the 2013-2014 winter season at the price of \$51.40 per ton.

MUNICIPAL ZONING

A pre-printed report was received from the Municipal Zoning Official for July-August 2013 and presented to members of the Township Committee for review

MUNICIPAL CLERK/ADMINISTATOR

A pre-printed report was received from the Municipal Clerk/Administrator for July-August 2013 and presented to members of the Township Committee for review.

APPROVAL OF MINUTES

A motion by Ron Petersen to adopt the public and executive session minutes of 11 July 2013 carried. Dan Grover Abstained.

A motion by John Inscho to adopt the emergency meeting minutes of 2 August 2013 carried. Pete Karcher and Dan Grover abstained.

OLD BUSINESS

APPOINTMENT

A motion by John Inscho for the appointment of Dan Gaeta to the Recreation Commission, Alternate #1 expiration of term 31 December 2016 carried.

ORD. #2013.006 - PUBLIC HEARING - A motion by Ron Petersen to open public hearing carried. A motion by Ron Petersen to adopt the following resolution carried

Resolution #2013.052
Adoption of ORD. # 2013.006

WHEREAS, said Ordinance entitled ‘An Ordinance to Amend Chapter 110 of the Code of the Township of Liberty, Warren County, New Jersey’ was passed on first reading on 11 July 2013 and

WHEREAS, the public hearing of said Ordinance has been held as advertised and is now closed,

BE IT RESOLVED by the Township Committee of the Township of Liberty, County of Warren and State of New Jersey that the Ordinance entitled ‘An Ordinance to Amend Chapter 110 of the Code of the Township of Liberty, Warren County, New Jersey’ be passed on second reading and final adoption

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

John Inscho,
Mayor

ORD. #2013.007 - PUBLIC HEARING - A motion by Ron Petersen to open public hearing carried. A motion by Ron Petersen to adopt the following resolution carried

Resolution #2013.053
Adoption of ORD. # 2013.007

WHEREAS, said Ordinance entitled ‘An Ordinance to Amend Chapter 115 of the Code of the Township of Liberty, Warren County, New Jersey’ was passed on first reading on 11 July 2013 and

WHEREAS, the public hearing of said Ordinance has been held as advertised and is now closed,

BE IT RESOLVED by the Township Committee of the Township of Liberty, County of Warren and State of New Jersey that the Ordinance entitled ‘An Ordinance to Amend Chapter 115 of the Code of

the Township of Liberty, Warren County, New Jersey' be passed on second reading and final adoption

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

John Inscho,
Mayor

NEW BUSINESS

RECOGNITION OF DANIEL OLIVER

Mayor Inscho recognized Daniel Oliver for ten years of volunteer service coordinating the Liberty Township Community Day Festivities including fireworks, music, amusement rides and games with the presentation of a plaque signed by all five committeepersons.

HALLOWEEN 2013

Following brief discussion and review of past adopted Halloween hours, a motion by John Inscho to establish Halloween 2013 on Thursday, 31 October between the hours of 4:30 pm and 7:30 pm carried.

QUENBY MOUNTAIN ROAD

A complaint on the drainage along Quenby Mountain Road was presented to the Municipal Zoning Officer and forwarded to the Township Committee for consideration. In conclusion it was agreed that the DPW Supervisor, Ron Petersen and Mayor Inscho would visit and review the site.

INTERLOCAL AGREEMENT BETWEEN GREAT MEADOWS REGIONAL SCHOOL DISTRICT AND THE TOWNSHIP OF LIBERTY FOR SHARED SERVICES

Following discussion and amendment to paragraph two, eliminating the phrase "and snow removal", a motion by John Inscho adopting the following Agreement carried.

This Agreement, made this 16th day of July 2013, between the Great Meadows Regional School District, located in the County of Warren, State of New Jersey (hereinafter referred to as "GMRSD"), with Board Offices located at 281 Route 46, PO Box 74, Great Meadows, New Jersey 07838 and the Township of Liberty a body politic and corporate of the County of Warren, State of New Jersey, (hereinafter referred to as "Liberty"), with municipal offices located at 349 Mountain Lake Road, Great Meadows, New Jersey 07838; and,

WHEREAS, Liberty will provide the service of spreading salt ((and snow removal)) on the driveways of the Liberty Township School as needed during the winter months; and

WHEREAS, Liberty will maintain (with the exception of mowing) GMRSD's athletic fields while the Township uses the fields for recreation activities; and

WHEREAS, GMRSD will provide for the use of the Liberty School gymnasium, the Central School gymnasium and the Middle School gymnasium for Township recreation activities at no cost – Monday through Friday. Use of the gymnasiums shall be permitted only if the facilities are not being used by GMSRD; and,

WHEREAS, GMRSD will provide athletic fields (baseball, soccer) for use by the Township Recreation Department. The fields will be mowed by GMRSD.

NOW, THEREFORE, IT IS FURTHER AGREED That the term of this contract shall be for one (1) fiscal year ending 30 June 2014. This Agreement may be extended upon mutual consent of both parties.

IN WITNESS WHEREOF, each party has executed this agreement pursuant to a resolution adopted by each governing body as by the Buildings and Facility use per district policy in force as indicated by the signatures of the respective municipal and district officials appearing below.

David Mango, Superintendent Great Meadows Regional School District
John E Inscho, Mayor Township of Liberty

MOUNTAIN LAKE LADIES AUXILIARY

A request of 19 July 2013 was received from the Mountain Lake Ladies Auxiliary President, Jacqueline Lunden for the approval and cooperation of Liberty Township to conduct a 5K run on Sunday, 3 November 2013 around Mountain Lake. A motion by Ron Petersen to approve the request carried.

JOAN KNECHEL MEMORIAL WALK

A request was received from Marie A Accetturo for the cooperation and services of Liberty Township to conduct the annual Joan Knechel Memorial Walk around Mountain Lake on 20 October 2013. A motion by Dan Grover to approve the request carried.

MUNICIPAL BULDING IMPROVEMENTS

DUCT CLEANING AND SANITATION

- Quote #1 was received from Action Pro, Allentown, PA at the cost of \$920.00.
- Quote #2 was received from GMK Comfort Air Systems, Lehighon PA at the cost of \$1930.00
- Quote #3 was received from Ultra Clean, Glen Gardner, NJ at the cost of \$1200.00
- Quote #4 was received from AAA American Air Duct, Easton, Pa, at the cost of \$2690.00

Following brief discussion, a motion by John Fisher to adopt the following resolution carried.

Resolution #2013.054
Award of Contract

BE IT RESOLVED, That the Township of Liberty hereby awards the contract for Duct Cleaning to GMK Comfort Air Systems, Lehighon, PA, whose quote amounted to \$1930.00.

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

John Inscho,
Mayor

CARPET ISTALLATION

- Quote #1 was received from Washington Flooring, Washington, NJ at the cost of \$11,413.00.
- Quote #2 was received from Hackettstown Flooring, Hackettstown, NJ at the cost of \$9606.60
- Quote #3 was not received from Carpets Unlimited, Chester, NJ. He claimed the Shaw carpet was not available.

Following brief discussion, a motion by John Inscho to adopt the following resolution carried.

Resolution #2013.055
Award of Contract

BE IT RESOLVED, That the Township of Liberty hereby awards the contract for Carpet Installation to Hackettstown Flooring, Hackettstown, NJ whose quote amounted to \$9606.60 with amendment including the following; flash patching, furniture moving, installation of new curb molding and a vinyl flooring area within the entrance of the exterior meeting room door.

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

John Inscho,
Mayor

PERPETUIAL PLAQUE

Quote #1 was received from Oraton, Knowlton Township, NJ – cannot do the job.
Quote #2 was received from Fliegauf Jewelers, Washington, NJ at the cost of \$765.00
Quote #3 was received from Academy Engraving, Chester, NJ – the names would have only first initial

Following brief discussion, a motion by John Inscho to adopt the following resolution upon legal review carried.

Resolution #2013.056
Award of Contract

BE IT RESOLVED, That the Township of Liberty hereby awards the contract for acquisition of a perpetual plaque to Fliegauf Jewelers, Washington, NJ whose quote amounted to \$765.00.

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

John Inscho,
Mayor

PAYMENT OF BILLS

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

Resolution #2013.057
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 \$441,991.70.

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

John Inscho,
Mayor

RESOLUTIONS

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

Resolution #2013.058
Issuance of 2013-2014 Liquor Licenses

BE IT RESOLVED, By the Township Committee of the Township of Liberty, County of Warren and State of New Jersey, that the following licenses have made application for the renewal of Plenary Retail Consumption Licenses and Plenary Retail Distribution Licenses and having complied with all the terms of the Liberty Township Municipal Code, Chapter 39, Alcoholic Beverages, be renewed for the premises indicated by the address below with the respective names, for the term of one year from the first day of July 2013, to midnight, 30 June 2014;

JARG Corporation

408 US Route 46
Great Meadows, New Jersey 07838
License # 2114.33.008.008
Fee: \$871.93

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

John Inscho,
Mayor

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

Resolution #2013.059
Issuance of 2013-2014 Liquor Licenses

BE IT RESOLVED, By the Township Committee of the Township of Liberty, County of Warren and State of New Jersey, that the following license has made application for the renewal of Plenary Retail Consumption License and having complied with all the terms of the Liberty Township Municipal Code, Chapter 39, Alcoholic Beverages; and, that this license is renewed pursuant to a 12:39 Special Ruling of 23 July 2013, Docket No. 05.13.8007, be renewed for the term of one year from the first day of July 2013, to midnight, 30 June 2014;

Sandbox Spirits LLC

Sandbox Spirits LLC
1275 Bloomfield Avenue
Fairfield, New Jersey 07004
License #2114.33.007.006
Fee: \$871.93

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

John Inscho,
Mayor

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

Resolution #2013.060
Issuance of 2013-2014 Liquor Licenses

BE IT RESOLVED, By the Township Committee of the Township of Liberty, County of Warren and State of New Jersey, that the following license has made application for the renewal of Plenary Retail Consumption License and having complied with all the terms of the Liberty Township Municipal Code, Chapter 39, Alcoholic Beverages; and, that this license is renewed pursuant to a 12:39 Special Ruling of 27 August 2013, Docket No. 06.13.8157, be renewed for the term of one year from the first day of July 2013, to midnight, 30 June 2014;

Sandbox Spirits LLC	543 Route 46 LLC 543 Route 46 Oxford, NJ 07863 License #2114.33.003.003 Fee: \$871.93
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Vote: aye - Karcher
 aye - Petersen
 aye - Grover
 aye - Fisher
 aye - Inscho

John Inscho,
 Mayor

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

Resolution #2013.061
 Salary

WHEREAS, Salary Ordinance #2013.005 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 2013 in the amounts designated below. All salaries are retroactive to 1 January 2013 unless otherwise noted:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Lifeguards		
Mick Van Oosten	1 st year lifeguard	10.75/hour
Blake Rader	1 st year lifeguard	10.75/hour
Devin K Lyons	1 st year lifeguard	10.75/hour
Kyle V Lyons	1 st year lifeguard	10.75/hour

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

John Inscho,
 Mayor

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

Resolution #2013.062
 Approval to Submit a Grant Application and Execute a Grant Contract with the
 New Jersey Department of Transportation for the Pequest Road Improvements Project

BE IT RESOLVED That the Township of Liberty formally approves the grant application for the above stated project

BE IT FURTHER RESOLVED That the Mayor and Municipal Clerk are hereby authorized to submit an electronic grant application identified as MA.2104.Liberty Township.00032 application ID from NJDOT SAGE to the New Jersey Department of transportation on behalf of Liberty Township.

BE IT FURTHER RESOLVED That the Mayor and Municipal Clerk are hereby authorized to sign the grant agreement on behalf of Liberty Township and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

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

John Inscho,
Mayor

PUBLIC COMMENT was opened at 7:50 pm.

Alice Bechok – Ms. Bechok inquired into the land negotiations between the Township of Liberty and Attorney Dilts for 12 Lewis Lane. She also questioned the status of remediation drainage work that had been proposed above Lewis Lane. In conclusion, Ms. Bechok asked the DPW to inspect the core drilling sites on Lewis Lane for any necessary repairs.

Lynn Gilmore – Ms Gilmore inquired how the pavilion project would be funded and the condition of unsafe structures around the lake.

Caroline Stuiber – Ms Stuiber asked if the trailers parked at the Wooded Valley site were being addressed?

At 7:58 pm a motion by John Inscho to adopt the following Resolution carried.

Resolution #2013.063

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.

- ✓ Real Property Negotiations
- ✓ Litigation

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

Vote: aye - Karcher

aye - Petersen
aye - Grover
aye - Fisher
aye - Inscho

John Inscho,
Mayor

At 8:23 pm, a motion by Mayor Inscho to reconvene the public meeting carried.

Mayor Inscho stated that during executive session matters of litigation, personnel, and real property negotiations were discussed. Action to follow.

12 LEWIS LANE - Attorney Skoog was directed to forward a letter to Attorney Dilts expressing the sentiment of Liberty Township in the acquisition proposal of 12 Lewis Lane.

ROBERT RUSSELL SETTLEMENT – Attorney Skoog was directed to forward a letter to Attorney Robert Russell pursuing the settlement of litigation terms.

ROAD VACATION – Attorney Skoog was directed to prepare an Ordinance of Road Vacation for a portion of Pine Drive for introduction at the 3 October 2013 meeting.

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

Meeting adjourned at 8:25 p.m.

Diane M Pflugfelder RMC/MMC
Municipal Clerk/Administrator
Minutes Approved 3 October 2013