

AGENDA
LIBERTY TOWNSHIP MEETING

2 August 2018
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

Approval of Agenda

Adoption of Minutes
Meeting of 5 July 2018

Unfinished Business
Employment Practice Program Updates

New Business
Introduction of Ordinance #2018.003 – Appropriation for LSDW Wall Project
Liberty Lake Dam Inspection
NJDOT FY 2019 State Aid Program Application
Municipal Alliance County Contract
Employee Tuition Reimbursement
Pavilion Reservation request – 14 and 15 September 2018
Wall Restoration: Block 52, Lot 39.03 and Block 51, Lot 18

Resolution
Mountain Lake Beach Manager

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 2 August 2018. The meeting was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:07 p.m.

Present: Mayor John Inscho; Deputy Mayor Daniel Grover; Carl Cummins; Peter Karcher; and Mike Beyer

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

REPORTS

COMMITTEEPERSON KARCHER

Mr. Karcher reported that the Liberty Township Recreation Commission is pursuing the potential to have a company “come to Mountain Lake to rent kayaks and standup paddleboards (SUP boards). They are insured, have a waiver, handle their own finances privately and are used at Oxford Furnace Lake – possible to bring next summer to Mt. Lake”. Attorney Skoog requested additional information to investigate said request.

Mr. Karcher inquired who would be conducting the lifeguards’ mid-summer evaluations. Mayor Inscho advised that Lynn Vonder Haar would complete the evaluations.

Mr. Karcher announced that Community Day 2018 t-shirts are available for sale.

Mayor Inscho informed the Township Committee members that three quotes had been retained for wall restoration at Block 52, Lot 39.03 and Block 51, Lot 18. Bids were received from the following list;

Steve Haggarty Masons Quote: \$15,985.00
233 Greendell Road
Newton, NJ 07860

JDS Property Maintenance Quote: \$19,500.00
149 Main St
Hackettstown, NJ 07840

John Sayer LLC Quote: \$10,425.00
48 Hoagland Road
Blairstown, NJ 07825

A motion by Carl Cummins to adopt the following Resolution carried.

RESOLUTION #2018.052
AWARD OF CONTRACT

BE IT RESOLVED, That the Township of Liberty hereby awards the contract for wall restoration at Block 52, Lot 39.03 and Block 51, Lot 18 to John Sayer LLC, 48 Hoagland Road, Blairstown, NJ 07825 whose bid amounted to \$10,425.00.

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

John Inscho,
Mayor

DEPARTMENT OF PUBLIC WORKS

A pre-printed report was received from the Department of Public Works for July 2018 and placed on file.

MUNICIPAL TAX COLLECTOR

A pre-printed report was received from the Municipal Tax Collector for June 2018 and placed on file. The Tax Collector presented a request from Thomas Gorman expressing an interest in purchasing certificates held by the municipality. Attorney Skoog advised that Mr. Gorman should file a formal OPRA request to obtain a listing of outstanding tax sale certificates.

APPROVAL OF AGENDA

The agenda was approved as distributed.

APPROVAL OF MINUTES

A motion by Dan Grover to adopt the public session minutes of 5 July 2018 carried. Mr. Grover abstained.

UNFINISHED BUSINESS

EMPLOYMENT PRACTICE PROGAM UPDATE

2019 - 2020 Employment Practices Liability Program updates are to be incorporated into the municipal personnel policies and procedure manuals and a biannual year as per PAIC. Attorney Skoog will review the suggestive amendments for 2019-2020.

NEW BUSINESS

ORDINANCE #2018.003 - Following discussion, a motion by Dan Grover to introduce Ordinance #2018.003 on First Reading carried. Public Hearing and Adoption are scheduled for 23 August 2018.

ORDINANCE #2018-003

AN ORDINANCE PROVIDING FOR THE LAKESIDE DRIVE WALL RESTORATION PROJECT,
APPROPRIATING \$110,000.00 FROM THE GENERAL CAPITAL/CAPITAL IMPROVEMENT FUND

BE IT ORDAINED by the Township Committee of the Township of Liberty, in the County of Warren, State of New Jersey as follows:

SECTION 1: The Sum of \$110,000.00 is hereby appropriated from the Capital Improvement Fund within the General Capital Fund for the capital improvement of the Lakeside Drive Wall Restoration Project.

SECTION 2: The improvement hereby authorized and purpose for which this appropriation is made includes all cost and materials necessary therefor and incidental thereto. An amount not exceeding \$110,000.00 for items of expense permitted pursuant to NJSA 40A:2-20 is included in the costs indicated therein for the improvement.

SECTION 3: The Capital Budget of the Township is hereby amended to conform with the provision of this Ordinance to the extent of any inconsistencies herewith.

EFFECTIVE DATE: This ordinance shall take effect upon final passage and publication according to law.

LIBERTY LAKE DAM INSPECTION

Municipal Engineer Paul Ferriero reminded the Governing Body, as per NJAC 7:20-1.11, regular inspections of dams are required and enforced by NJDEP Bureau of Dam Safety. Liberty Lake Dam is a Class II significant hazard dam which requires a regular inspection every two years and a formal inspection every ten years. This dam is due for a regular inspection not later than 11 November 2018.

The scope of the inspection includes a visual inspection of the dam, review of the emergency action plan, review of the operations and maintenance manual and preparation of a report and dam safety compliance schedule in accordance with NJDEP requirements.

Ferriero Engineering is proposing the work to be completed for a cost of \$2,200.00. This cost does not include any additional work such as emergency action plan revisions, O&M manual revisions, dam rehabilitation plans, meetings, or any other items which may be required for an expended project scope outside of the inspection and report.

A motion by Dan Grover to authorize Ferriero Engineering to conduct the regular dam inspection at a cost of \$2,200.00 carried.

NJDOT FY 2019 STATE AID PROGRAM APPLICATION

A motion by Mayor Inscho to authorize the Municipal Engineer to file a NJDOT FY 2019 Grant application for work on a road yet to be determined carried.

MUNICIPAL ALLIANCE COUNTY CONTRACT

A motion by Mike Beyer authorizing Mayor Inscho to execute the FY 2019 contract between the County of Warren and the Liberty Township portion of the Great Meadows Municipal Alliance program carried.

EMPLOYEE TUITION REIMBURSEMENT

A potential employee had attended open water training at a municipal expense of \$120.75. The employee never continued with mandatory water safety requirements for employment. A motion by Pete Karcher to notify the potential employee that they would be responsible for the reimbursement of \$120.75 to the Township of Liberty carried.

PAVILION RESERVATION REQUESTS

#1 – A pavilion reservation request form was received from Lori Davy for Friday, 14 September 2018 at 3:00 for a wedding ceremony. All fee and escrow monies were posted.

#2 – A pavilion reservation request form was received from Candy Repsher for Saturday, 15 September 2018 between 2:00 and 6:00 pm. All fee and escrow monies were posted.

A motion by Dan Grover to approve the reservation of 14 September 2018 for Lori Davy and 15 September 2018 for Candy Repsher carried.

RESOLUTION

Mayor Inscho announced that the resignation of Gwen Fisher as Beach Manager was received with regret. A motion by Pete Karcher to adopt the following resolution carried.

**RESOLUTION #2018.053
BEACH EMPLOYEE**

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 2018 in the amounts designated below. All salaries are retroactive to 30 July 2018 unless otherwise noted:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Lynn Vonder Haar	Beach Manager	16.50/hour

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

John Inscho,
Mayor

PAYMENT OF BILLS

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

RESOLUTION #2018.054
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 \$988,260.20.

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

John Inscho,
Mayor

PUBLIC COMMENT was opened at 7:16 pm.

Jim Nicholls – Mr. Nicholls advised that he and his neighbor had retained an excavator and corrected a stormwater issue between their two properties. He inquired if the township would maintain an easement identified on his engineer drawing. Attorney Skoog advised that the subdivision Resolution would need to be researched for clarification on the engineer drawings. Mayor Inscho and Paul Ferriero will review the site.

Shannon Schaaf – Ms. Schaaf reported that the Liberty Township Environmental Commission would be conducting Moth Night on Friday, 24 August 2018 at the Mountain Lake Firehouse, 99 Tamarack Road between 8 and 11 pm.

Shannon Schaaf – Ms. Schaaf also reported that the Mountain Lake Community Association would be conducting their 51st annual meeting on Friday 3 August 2018 at the Mountain Lake Firehouse at 7 pm. The Lake Association is also coordinating a Music Night at the John R Fisher Pavilion on Tuesday, 7 August 2018 between 6:30 and 8:30 pm. Due to the lack of power on site, the acoustic classic rock group will be playing.

John Whitehead – Mr. Whitehead identified himself as a representative of Warren County ARC and reported on the success of the Triathlon held on July 15, 2018 around Mountain Lake with a profit in excess of \$10,000.00. Warren County ARC has intentions to conduct a triathlon in 2019.

Ken Lunden – Mr. Lunden requested the reservation of the “Grove” around the lodge on Sunday, 28 July 2019, with a rain date of 4 August 2019, for the third annual Car Show conducted by the Mountain Lake Fire Company. A motion by Dan Grover reserving the Grove for the 4th annual Mountain Lake Fire Company Car Show carried.

Lynn Gilmore – Ms. Gilmore thanked the DPW for posting signage around Mountain Lake for traffic direction around the closure on Lakeside Drive West. She also inquired into the tent activity on Hope Road with yard sale items and animals. Mayor Inscho advised that the Zoning Official has been addressing said activity.

ADJOURNMENT

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

Meeting adjourned at 7:28 p.m.

Diane M Pflugfelder RMC/MMC
Municipal Clerk/Administrator
Minutes Approved 6 September 2018