

AGENDA  
LIBERTY TOWNSHIP WORKSHOP

7 February 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 3 January 2019  
Meeting of 24 January 2019

Old Business

Public Hearing: Ordinance #2019.001, CAP Bank  
Appointments: Emergency Management Coordinator, expiration of term 31 December 2021  
Open Space Advisory Committee, expiration of term 31 December 2021  
Open Space Advisory Committee, expiration of term 31 December 2020  
Open Space Advisory Committee, expiration of term 31 December 2019  
Open Space Advisory Committee, expiration of term 31 December 2019  
LandUse Board Member, Alternate #3, expiration of term 31 December 2019  
LandUse Board Member, Alternate #4, expiration of term 31 December 2019

New Business

2019 Warren County Mosquito Extermination Commission Aerial Applications  
Recreation Facility Application: Great Meadows PTO  
Recreation Facility Application: The ARC of Warren County  
Raffle Application: Washington Nursery School  
Pollution Control Financing Authority 2019 Interlocal Agreement

Resolution

Appropriation Transfer

Adoption of Bill List

Public Comment  
Executive Session

Adjournment

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A regularly scheduled meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 23 August 2018. 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; Peter Karcher; Carl Cummins, and Michael Beyer

Absent: Deputy Mayor Daniel Grover

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 inquired if there were any questions or concerns for him to address. No discussion ensued.

**COMMITTEEPERSON KARCHER**

Committeeperson Karcher brought the following Recreation Commission issues to the Township Committee;

- ✓ Permission was requested for the continuation of Yoga/Tai Chi within the municipal building, every Wednesday through June 2019. It is anticipated that these sessions will move to the John R Fisher pavilion mid-April weather permitting. All Committeepersons agreed to authorize the continuation of this yoga/tai chi program.
- ✓ Community Day 2019 has been set for 8 June and rain date of 9 June 2019. Following discussion and legal review from Attorney Skoog it was agreed to authorize the award of Community Day fireworks 2019 to Garden State Fireworks and amusement rentals to Party Perfect Rentals. Bids were received from the following;

<i>Company</i>	<i>Price</i>
Fireworks Extravaganza	No proposal provided
Garden State Fireworks, Millington, NJ	\$5,000.00
Advanced Pyrotechnics, Monroe, NJ	\$5,000.00, (only a 20 minute show)

“The Recreation Commission is recommending approval of the contract with Garden State Fireworks since they provide a better and longer show, for the same price”

<i>Company</i>	<i>Price</i>
Taylor Rentals, Washington, NJ	\$2,172.00 (no ride attendants or staff provided)
Amazing Amusements, Marlboro, NJ	\$3,575.00
Party Perfect Rentals, Farmingdale, NJ	\$3,621.25

“The Recreation Commission is recommending approval of the contract with Party Perfect rentals since they are able to meet the requested activities for the varying age groups, as well as provide generators and staff for the inflatables”

- ✓ A motion by Pete Karcher to adopt the following Resolutions carried.

Resolution #2019.019  
June 2019 Community Day Fireworks Event

*WHEREAS*, Liberty Township Recreation Commission has scheduled a Community Day Fireworks Event for 8 June 2019, rain date 9 June 2019, 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.

*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 Garden State Fireworks, The Santore Bros. World Champions, PO Box 403, Carlton Road, Millington, NJ 07946, telephone number 908.647.1086, on 8 June 2019, rain date 9 June 2019, provided that Garden State Fireworks, The Santore Bros. World Champions 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*, By the Township Committee of the Township of Liberty, Warren County, New Jersey that the Township of Liberty Township Committee waives all liability for any municipal structure located upon the beach area of Block 52, Lot 42 which is situated within the fallout zone of the 2019 fireworks display area

*BE IT FURTHER RESOLVED*, That a true copy of this Resolution shall be forwarded to the New Jersey Division of Fire Safety.

Resolution #2019.020  
June 2019 Community Day Amusement Event

*WHEREAS*, Liberty Township Recreation Commission has scheduled Community Day for 8 June 2019, rain date 9 June 2019, to be held at the Mountain Lake Firehouse, 99 Tamarack Road, Belvidere, NJ; and

*WHEREAS*, it is desired that the Township employ entertainment services for the residents during the Community Day event; and

*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 retention of Party Perfect Rentals, LLC., 312 Squankum Yellowbrook Road, Farmingdale, NJ 07727 on 8 June 2019, rain date 9 June 2019, provided that Party Perfect Rentals, LLC provide the Township of Liberty

with a Certificate of Insurance naming the municipality as additionally insured in a form acceptable to the Municipal Attorney.

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

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John Inscho,  
Mayor

- ✓ Dog waste disposal stations were acquired in August 2017 and have yet to be installed. Chuck Harvey, DPW Supervisor, was directed to install the stations in an area he deemed appropriate.
- ✓ The Recreation Commission is compiling a draft policy for employee training reimbursement. This draft policy is to be presented to the Township Committee, Attorney Skoog and Attorney Glickman within the month for review.
- ✓ The Recreation Commission presented a proposal from Surf's Up Paddle boarding/Kayak Rental. The vendor would provide a certificate of insurance, provide safety equipment and rentals, handle all rental monies and provides staff. The vendor is requesting permission to store a few rental kayaks and stand up paddle boards at the brown garage at the beach. No action was taken, until further details are presented to Attorney Skoog for review.
- ✓ The North Jersey Kayak Bass Fishing Club requested permission to host a photo catch-and-release fishing contest for their members on Sunday, 8 September 2019 at Mountain Lake. A certificate of insurance would be provided and all participating members would pay the \$5 launch fee. The Township Committee authorized this catch-and-release activity at Mountain Lake.

**MAYOR INSCHO**

A motion by Mayor to adopt the following Resolution carried.

Resolution #2019.021  
Appointment of  
Deputy Emergency Manager Coordinator

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

Ron Petersen, had been appointed as Deputy Emergency Management Coordinator for a three-year term effective 1 January 2019, expiration of term 31 December 2021

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

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John Inscho,  
Mayor

**DEPARTMENT OF PUBLIC WORKS**

A pre-printed report was received from the Department of Public Works for January 2017 and placed on file.

**MUNICIPAL CLERK/ADMINISTRATOR**

A pre-printed report was received from the Municipal Clerk/Administrator for January 2017 and placed on file

**MUNICIPAL TAX COLLECTOR**

A pre-printed report was received from the Municipal Tax Collector for January 2017 and placed on file

**MUNICIPAL ZONING**

A pre-printed report was received from the Municipal Zoning Official for January 2017 and placed on file

**APPROVAL OF MINUTES**

A motion by Mike Beyer to adopt the public minutes of 3 and 24 January 2019 carried.

**UNFINISHED BUSINESS**

**ORDINANCE #2019.001 - PUBLIC HEARING** - A motion by Pete Karcher to open public hearing carried. A motion by Pete Karcher to adopt the following Resolution carried.

Resolution #2017.020  
Adoption of Ordinance # 2019.001

WHEREAS, said Ordinance entitled “Calendar Year 2019 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank (NJSA 40a:4-45.14)” was passed on first reading on 3 January 2019 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 ‘Calendar Year 2019 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank (NJSA 40a:4-45.14)’ be passed on second reading and final adoption.

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

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John Inscho,  
Mayor

NEW BUSINESS

WARREN COUNTY MOSQUITO COMMISSION AGREEMENT

A motion by Pete Karcher authorizing Mayor Inscho to execute the 2019 Warren County Mosquito Commission Agreement carried.

RECREATION FACILITY APPLICATION

GREAT MEADOWS PTO

Discussion on authorization for Great Meadows PTO to conduct a Color Run/Fund Raiser Run at Free Union Field on 4 May (rain date 5 May) between 8:00 am and 1:00 pm concluded with a motion of approval by Peter Karcher. Motion carried.

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

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John Inscho,  
Mayor

RECREATION FACILITY APPLICATION

THE ARC OF WARREN COUNTY

Discussion on authorization for the Arc of Warren County to conduct a Tri-Mountain Lake Sprint Triathlon at John R Fisher Pavilion on 13 July between 7:00 am and 12:00 pm concluded with a motion of approval by Mayor Inscho, pending the receipt of hard copy written/signed letters of confirmation from Independence, Oxford and Harmony Rescue Squads and Mountain Lake Fire Company for their participation in said event as well as the enlargement of print stating “\*This event is not in any way sanctioned/sponsored by Liberty Township” in all advertisement and on all documentation pertaining to said event. Motion carried.

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

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John Inscho,  
Mayor

RAFFLE APPLICATIONS: WASHINGTON NURSEY SCHOOL

A motion by Mike Beyer to adopt the following Resolution carried.

RESOLUTION #2019.021  
WASHINGTON NURSERY SCHOOL RAFFLE APPLICATIONS

WHEREAS, Washington Nursery School, 40 E. Church Street, Washington, New Jersey 07882, is the licensee on the application to conduct an On-Premises Merchandise Draw Raffle on 13 April 2019 to be held at Mountain Lake Fire Company, 99 Tamarack Road, Belvidere, New Jersey 07823 to be held between 4:00 pm - 8:00 pm.; and

WHEREAS, Washington Nursery School, 40 E. Church Street, Washington, New Jersey 07882, is the licensee on the application to conduct an On-Premises Cash 50/50 on 13 April 2019 to be held at Mountain Lake Fire Company, 99 Tamarack Road, Belvidere, New Jersey 07823 to be held between 4:00 pm - 8:00 pm.; and

WHEREAS, Washington Nursery School, 40 e Church Street, Washington, New Jersey 07882, is the licensee on the application to conduct an On-Premises Lotto Card Bundle on 13 April 2019 to be held at

Mountain Lake Fire Company, 99 Tamarack Road, Belvidere, New Jersey 07823 to be held between 4:00 pm - 8:00 pm.; and

*WHEREAS*, the appropriate application forms and fees have been submitted to the Municipal Clerk; and

*WHEREAS*, there appears to be no reason to deny the aforesaid applications.

*BE IT RESOLVED* By the Township Committee of the Township of Liberty, County of Warren, State of New Jersey

1. The On-Premises Merchandise Draw Raffle application is approved contingent to the Legalized Games of Chance Control Commission adoption of aforesaid application.

2. The On-Premises Cash 50/50 application is approved contingent to the Legalized Games of Chance Control Commission adoption of aforesaid application.

3. The On-Premises Lotto Card Bundle application is approved contingent to the Legalized Games of Chance Control Commission adoption of aforesaid application.

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

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John Inscho,  
Mayor

**POLLUTION CONTROL FINANCING AUTHORITY OF WARREN COUNTY 2019 AGREEMENT**  
A motion by Pete Karcher authorizing Mayor Inscho to execute the 2019 Agreement between Pollution Control Financing Authority of Warren County and the Township of Liberty carried.

RESOLUTIONS

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

RESOLUTION #2019.022  
APPROPRIATION TRANSFERS

*WHEREAS*, there appears to be insufficient funds in one or more reserve budget appropriations to meet the demand thereon for the balance of the reserve year; and

*WHEREAS*, there appears to be a surplus in one or more reserve budget appropriations over and above the demand deemed to be necessary for the balance of the reserve year.

*NOW, THEREFORE, BE IT RESOLVED* by the Township Committee of the Township of Liberty, Warren County, New Jersey that in accordance with the provision of RS 40A:4-58, that the Treasurer be and is hereby authorized and directed to make the following transfer:

	<u>FROM</u>	<u>TO</u>
Municipal Clerk S/W (8-01-20-120-011)	\$2,500.00	
Administration O/E (8-01-20-100-202)		\$500.00
Municipal Clerk O/E (8-01-20-120-201)		\$500.00
Utilities O/E (8-01-31-460-200)		\$1,500.00
Total	\$2,500.00	\$2,500.00

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

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John Inscho,  
Mayor

PAYMENT OF BILLS

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

RESOLUTION #2019.023  
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 \$1,004,227,49.

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

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John Inscho,  
Mayor

PUBLIC COMMENT was opened at 7:23 pm.

Lucene Caropreso – Ms. Caropreso inquired into the status of Block 39, Lot 6, a parcel with unknown ownership that she is interested in acquiring to join her contingent parcel. Attorney Skoog stated that he would review the title search which she had provided and report back at the 28 February workshop.

Shannon Schaaf – Ms. Schaaf reported that 343.2 pounds of recyclable plastic has been collected to date.

Ms. Schaaf was advised that the Environmental Commission could provide a fish habitat presentation at the 7 March 2019 meeting. A copy of the report is to be provided to the committee members prior to that meeting.

Ms. Schaaf reported that the Environmental Commission would be meeting at the John R Fisher Pavilion on Saturday, 9 February 2019 at 10 am to review their suggestive planting proposal. Ms Schaaf was advised to present their proposal to Dan Grover.

EXECUTIVE SESSION

At 7:28 pm a motion by John Inscho to adopt the following Resolution carried.

RESOLUTION #2019.024

*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.

- ✓ Litigation – Harassment Complaint

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

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

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John Inscho,  
Mayor

At 7:40 pm, a motion by Mayor Inscho to reconvene the public meeting carried. Mayor Inscho stated that during executive session matters of a harassment complaint were discussed. No action to follow.

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 7 March 2019