

AGENDA
LIBERTY TOWNSHIP REORGANIZATION MEETING

2 January 2020
6:00 PM

Municipal Building
349 Mountain Lake Road
Great Meadows, NJ 07838

Sunshine Notice
Flag Salute
Roll Call

Invocation by Pastor James Craig
Swearing in of Committeeperson – Daniel Grover
Swearing in of Committeeperson – David Rodgers

NOMINATIONS

Appointment of Mayor
Appointment of Deputy Mayor
Authorization to Solemnize Marriage

APPROVAL OF AGENDA

ADOPTION OF MINUTES

Meeting and Executive Session of 6 December 2019

APPOINTMENTS

Township Committee Appointments

Appointment of Animal Control Officer/Animal Cruelty Inspector, expiration of term 31 December 2020
Appointment of Animal Control Assistant, expiration of term 31 December 2020
Appointment of CFO, expiration of term 31 December 2020
Appointment of DPW Supervisor, expiration of term 31 December 2020
Designation of Dog Holding Facility
Appointment of Deputy Municipal Clerk, expiration of term 31 December 2020
Appointment of Environmental Commission Secretary, expiration of term 31 December 2020
Appointment of LandUse Board Member, Class III, expiration of term 31 December 2020
Appointment of Municipal Office Assistant, expiration of term 31 December 2020
Appointment to Open Space Advisory Committee, expiration of term 31 December 2022
Appointment to Open Space Advisory Committee, expiration of term 31 December 2022
Appointment to Open Space Advisory Committee, expiration of term 31 December 2020
Appointment of Recycling Coordinator, expiration of term 31 December 2020
Appointment to Recreation Commission, expiration of term 31 December 2024
Appointment to Recreation Commission, Alternate #1, expiration of term 31 December 2024
Appointment of Recreation Commission Assistant, expiration of term 31 December 2020
Appointment of Municipal Zoning Official, expiration of term 31 December 2020

Mayoral Appointments

Appointment to Environmental Commission, expiration of term 31 December 2022
Appointment to Environmental Commission, expiration of term 31 December 2022
Appointment to Environmental Commission, Alternate #2, expiration of term 31 December 2021
Appointment as Environmental Commission Chair, expiration of term 31 December 2020

Appointment of LandUse Board, Class I Mayor's Designee, expiration of term 31 December 2020
Appointment of LandUse Board, Class II, expiration of term 31 December 2020
Appointment of LandUse Board, Class IV, expiration of term 31 December 2023
Appointment of LandUse Board, Class IV, expiration of term 31 December 2023
Appointment of LandUse Board, Alternate #3, expiration of term 31 December 2021
Appointment of LandUse Board, Alternate #4, expiration of term 31 December 2021

Township Committee Annual Liaison Appointments

Appointment of as Board of Education Liaison, expiration of term 31 December 2020
Appointment of as Building & Grounds Liaisons, expiration of term 31 December 2020
Appointment of as Clean Communities Coordinator, expiration of term 31 December 2020
Appointment of as Municipal Court Liaison, expiration of term 31 December 2020
Appointment of as Office of Aging Liaison, expiration of term 31 December 2020
Appointment of Open Space Liaison, expiration of term 31 December 2020
Appointment of as Personnel Liaison, expiration of term 31 December 2020
Appointment of as Department of Public Works Liaisons, expiration of term 31 December 2020
Appointment of as the Recreation Commission Liaison, expiration of term 31 December 2020

Appointment of as the Finance Liaison, expiration of term 31 December 2020

UNFINISHED BUSINESS

Muskie Inc, Chapter 22 NJ

NEW BUSINESS

Introduction of Ordinance #2020.001, Annual COLA

Advertisement of 2020 Positions

Clean Up Day Schedule 2020

2020 Budget Workshop Schedule

RESOLUTIONS – adopted by consent agenda

Appointment of 2020 Professionals

Appointment of OEM and Deputy OEM Coordinator

Appointment for Recognition of Deputy Municipal Registrar

Open Public Meetings

Designation of Official Newspaper

2019 Tonnage Grant Application

Cash Management Plan

Appointment of Public Agency Compliance Officer

Appointment of Fund Commissioner to PAIC Fund

Temporary Appropriations

Authorization to Pay Regular Bills to Avoid Finance Charges

Deferred Local District School Tax

EOE Compliance

Tax Assessor Annual Resolution

Tax Lien Refund

Salary Resolution

Contract: Carrie’s Cleaning Service, Municipal Building Cleaning

Bills List

REPORT OF COMMITTEEPERSONS

PUBLIC DISCUSSION

BENEDICTION by Pastor James Craig

ADJOURNMENT

The re-organization meeting of 2020 was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows, New Jersey on 2 January 2020 and called to order at 6:03 p.m. by the Municipal Clerk, Diane M Pflugfelder, RMC/MMC. The Municipal Clerk opened the meeting with the Pledge of Allegiance and notice that the meeting was being held in compliance with the Open Public Meetings Act N.J.S.A.10:4-6.

Present: Committeeperson-Elect Daniel Grover, Committeeperson-Elect David Rogers, Michael Beyer, John Inscho, and Peter Karcher.

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

Pastor James Craig presented an Invocation.

Attorney Skoog administered the Oath of Office to Daniel Grover, who will serve as Committeeperson for a three-year term expiring 31 December 2022.

Attorney Skoog administered the Oath of Office to David Rogers, who will serve as Committeeperson for a three-year term expiring 31 December 2022.

APPOINTMENT OF MAYOR

The Municipal Clerk asked for nominations as Mayor of the Township of Liberty. A motion by Dan Grover to appoint John Inscho as Mayor of Liberty Township, 1-year term, expiring 31 December 2020 carried. Attorney Roger Skoog administered the Oath of Office to John Inscho, who will serve as Mayor for a one-year term expiring 31 December 2020.

APPOINTMENT OF DEPUTY MAYOR

A motion by Mayor Inscho to appoint Dan Grover, as Deputy Mayor for a term of 1 year, expiring 31 December 2020 carried. Attorney Skoog administered the Oath of Office to Dan Grover, who will serve as Deputy Mayor for a one-year term expiring 31 December 2020.

Mayor Inscho authorized Deputy Mayor Grover to solemnize marriage between such persons as may lawfully enter into a matrimonial relation and Civil Unions as per N.J.S.A. 37:1-13 expiring 31 December 2020.

APPROVAL OF AGENDA

The agenda was approved as distributed.

APPROVAL OF MINUTES

A motion by Dan Grover to adopt the public session minutes 5 December 2019 carried. David Rogers abstained

TOWNSHIP COMMITTEE APPOINTMENTS 2020

A motion by Mayor Inscho to make the following Township Committee appointments for 2020 carried.

Appointment of Alan DeCarolis as Animal Control Official and Animal Cruelty Inspector expiration of term 31 December 2020

Appointment of Nellie Klaver as Animal Control Assistant, expiration of term 31 December 2020

Appointment of Kevin Lifer as the Certified Finance Officer, expiration of term 31 December 2020

Appointment of Chuck Harvey as the Public Works Supervisor, expiration of term 31 December 2020

Designation to adopt Blirstown Animal Hospital, Blirstown, NJ as the 2020 animal holding facility for Liberty Township

Appointment of Jennifer Breslin as Deputy Municipal Clerk, expiration of term 31 December 2020

Appointment of Shannon Schaaf as Environmental Commission Secretary, expiration of term 31 December 2020

Appointment of Dan Grover as LandUse Board Member, Class III, expiration of term 31 December 2020

Appointment of Autumn Sylvester as Municipal Office Assistant, expiration of term 31 December 2020

Appointment of Lynn Rutkoski as Recycling Coordinator, expiration of term 31 December 2020

Appointment of Ian Denzer-Weiler to the Recreation Commission, expiration of term 31 December 2024

Appointment of Jennifer Pandorf to the Recreation Commission, Alternate #1, expiration of term 31 December 2024

Appointment of John Ward as Recreation Commission Assistant, expiration of term 31 December 2020

Appointment of Eric Snyder as Municipal Zoning Official, expiration of term 31 December 2020

MAYORAL APPOINTMENTS 2020

The following mayoral appointments by Mayor Inscho for 2020 were adopted by the Township Committee;

Appointment of Richard Larsen to the Environmental Commission, expiration of term 31 December 2022

Appointment of Diane Gonski to the Environmental Commission as Alternate #2, expiration of term 31 December 2021

Designation of Doug Hankin as the Environmental Commission Chairperson, expiration of term 31 December 2020

Appointment of Dave Schaaf as LandUse Board Member, Class II, expiration of term 31 December 2020

Appointment of Wayne Jarvis as LandUse Board Member, Class IV, expiration of term 31 December 2023

Appointment of Eric Tibak as LandUse Board Member, Class IV, expiration of term 31 December 2023

Appointment of Kevin Wulf as LandUse Board Member, Alternate #3, expiration of term 31 December 2021

TOWNSHIP COMMITTEE APPOINTMENTS 2020

A motion by Mayor John Inscho to adopt the following appointments carried.

Appointment of Dan Grover as Board of Education Liaison, expiration of term 31 December 2020

Appointment of Dan Grover and Mike Beyer as Building & Grounds Liaisons, expiration of term 31 December 2020. In such instances where there exists a conflict of interest for Dan Grover, Pete Karcher would step up as a Building and Grounds Alternate Liaison.

Appointment of John Inscho as Clean Communities Coordinator, expiration of term 31 December 2020.

Appointment of John Inscho and David Rogers as Municipal Court Liaison, expiration of term 31 December 2020

Appointment of John Inscho and Michael Beyer as Office of Aging Liaison, expiration of term 31 December 2020

Appointment of Dan Grover as the Township Committee Open Space Liaison, expiration of term 31 December 2020

Appointment of John Inscho as Personnel Liaison, expiration of term 31 December 2020

Appointment of Dan Grover and Michael Beyer as Department of Public Works Liaisons, expiration of term 31 December 2020

Appointment of Pete Karcher as the Recreation Commission Liaison, expiration of term 31 December 2020

Appointment of Pete Karcher and David Rogers as the Finance Liaison, expiration of term 31 December 2020

UNFINISHED BUSINESS

An application was received from Muskie Inc, Chapter 22 NJ for the reservation of John R Fisher Pavilion at Mountain Lake on 25 April 2020 for 2 pm to 6pm for a BBQ following a fishing tournament on Mountain Lake. A motion by Pete Karcher to approve the John R Fisher Pavilion reservation for Muskie Inc, Chapter 22 NJ carried.

NEW BUSINESS

ORDINANCE #2020.001 - A motion by Dan Grover to introduce Ordinance #2020.001 on First Reading carried. Public Hearing and Adoption are scheduled for 6 February 2020.

ORDINANCE #2020.001
CALENDAR YEAR 2020
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK (NJS 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, NJS 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, NJS 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Governing Body of the Township of Liberty in the County of Warren finds it advisable and necessary to increase its CY 2020 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the Governing Body hereby determines that a 1.0% increase in the budget for said year, amounting to \$11,380.46 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS the Governing Body hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

THEREFORE BE IT ORDAINED, by the Governing Body of the Township of Liberty, in the County of Warren, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2020 budget year, the final appropriations of the Township of Liberty shall, in accordance with this ordinance and NJS 40A:4-45.14, be increased by 3.5%, amounting to \$39,831.61, and that the CY 2020 municipal budget for the Township of Liberty be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within five days of introduction; and,

BE IT FURTHER ORDAINED that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within five days after such adoption.

2020 EMPLOYMENT ADVERTISEMENT

A motion by Mike Beyer to advertise for the following seasonal 2020 positions carried; Beach Manager, Life Guards, Summer Recreation Director and Summer Recreation Counselors

CLEANUP DAYS 2020

Liberty Township 2020 Cleanup Days are the weeks of 18-23 May and 12-17 October carried.

BUDGET WORKSHOP SCHEDULE 2020

A motion by Dan Grover to schedule 2020 Budge Workshops on Thursday, 27 February and 26 March 2020 at 6:00 pm within the Municipal Building, 349 Mountain Lake Road, Great Meadows, NJ carried

RESOLUTIONS

By consent agenda, a motion by Pete Karcher to adopt the following Resolutions carried.

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

John Inscho,
Mayor

RESOLUTION #2020.001
ANNUAL PROFESSIONAL SERVICES

WHEREAS, the Township of Liberty has a need to acquire professional services as non-fair and open contracts pursuant to the provisions of NJSA 19:44A-20.4 to 20.5; and

WHEREAS, the CFO has determined and certified in writing that the value of the acquisition of each service will or may exceed \$17,500; and

WHEREAS, the anticipated term of these contracts is one year (and may be extended as approved by this governing body); and

WHEREAS, the following Professional Services shall complete and submit a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in the Township of Liberty in the previous one year, and that the contract will prohibit the Professional Service from making any political contributions through the term of the contract; and

WHEREAS, sufficient funds are available in the 2020 Temporary Budget and will be made available in the 2020 Municipal Budget for the Township of Liberty as required in NJAC 5:30-5.4

BE IT RESOLVED That the Township Committee of the Township of Liberty, County of Warren, and State of New Jersey authorizes the Mayor of Liberty Township to enter into a contract with the following Professional Services to provide professional services from 1 January 2020 through 31 December 2020:

Nisivoccia and Company is hereby retained as the Municipal Auditor for the Township of Liberty

Robert H Beinfeld, Hawkins Delafield & Wood LLP, is hereby retained as the Municipal Bond Counsel for the Township of Liberty

Roger J Skoog, Esq is hereby retained as the Municipal Attorney for the Township of Liberty

Steven Glickman, Esq is hereby retained as the Labor Attorney for the Township of Liberty

Otterstedt Insurance, is hereby retained as the Municipal Insurance Agent for the Township of Liberty

Eric K. Snyder and Associates Inc is hereby retained as the Municipal Planner for the Township of Liberty

Ferriero Engineering, Inc is hereby retained as the Municipal Engineer for the Township of Liberty

Linda Gabel, Certified Recycling Professional (CRP), is hereby retained as the Certified Recycling Professional (CRP) for the sole purpose of reviewing, signing and submitting the annual Recycling Tonnage Grant for the Township of Liberty

RESOLUTION #2020.002
APPOINTMENT OF EMERGENCY MANAGEMENT
COORDINATOR AND DEPUTY EMERGENCY MANAGER

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

WHEREAS, Steve Ciecwicz was appointed Emergency Management Coordinator to fulfill the term effective 1 January 2020, with an expiration of term 31 December 2022.

WHEREAS, Ron Petersen was appointed Deputy Emergency Management Coordinator to fulfill the term effective 1 January 2020, with an expiration of term 31 December 2022

RESOLUTION #2020.003
RECOGNITION OF DEPUTY MUNICIPAL REGISTRAR

WHEREAS, in accordance with NJSA 26:8-17, 26:8-17, the local registrar, immediately upon acceptance of the appointment, shall appoint a deputy to assist in the normal, day-to-day operation of the office and whose duty shall be to act in the registrar's stead in case of absence, disability or death of the registrar. In case of death of the local registrar the deputy shall act as local registrar until a new local registrar has been appointed and qualified; and

WHEREAS, the Liberty Township Municipal Clerk recognizes Jennifer Breslin, as qualified for the position of Deputy Municipal Registrar of Liberty Township.

BE IT RESOLVED By the Township Committee of the Township of Liberty, Warren County, New Jersey acknowledges the appointment of Jennifer Breslin as the Deputy Municipal Registrar of the Township of Liberty, Warren County effective 1 January 2020.

RESOLUTION #2020.004
OPEN PUBLIC MEETINGS

WHEREAS, pursuant to the Chapter 321 Law 1075 known as the Open Public Meetings Act, all meetings of the public bodies wherein formal action, decisions, or discussions relating to the public bodies and wherein formal action, decision, or discussions relating to the public business may take place are required to be publicly announced and scheduled, with adequate posting and advanced notice of the time, place, date, location and to the extent known, the purpose or agenda of each meeting.

BE IT RESOLVED, By the Township Committee of the Township of Liberty as follows:

- 1. The following are designed meetings of the Township Committee of the Township of Liberty at which public business may be formally discussed, decided or acted upon.

Time: 7:00 pm
Place or Location:
Municipal Building, 349 Mountain Lake Road, Great Meadows, NJ
Purpose or Agenda: Regular Public Meeting for public discussion

Meeting Dates for the Year 2020

2 January	6 February	5 March	2 April
7 May	4 June	2 July	6 August
3 September	1 October	5 November	3 December

Workshop Dates for the Year 2020

23 January	27 February	26 March	23 April
28 May	25 June	23 July	27 August
24 September	22 October		

Official action may or may not be taken.

In addition, such other meetings as the Township Committee of the Township of Liberty may require, shall be scheduled and held but pursuant to and with additional notice as is required by State Statute.

- 2. The Municipal Clerk of the Township of Liberty , is hereby authorized and directed to:

- A. Post and maintain a copy of said Resolution upon the bulletin board within the Municipal Building
- B. File a copy of said Resolution with the Municipal Clerk of the Township of Liberty

- C. Forward copies of said Resolution to the Star Gazette, the official newspaper of Liberty Township, Warren County; and,
- D. Do all necessary hereafter to comply with said Statutes to the end that adequate public notice of all public meetings pursuant to such Statute, be given according to law

RESOLUTION #2020.005
DESIGNATION OF OFFICIAL NEWSPAPER

BE IT RESOLVED, By the Township Committee of the Township of Liberty in the County of Warren, State of New Jersey that the Star Gazette hereby be designated as the official newspaper and the Express Times as the secondary newspaper of the Township of Liberty for the year 2020.

BE IT RESOLVED, That the bulletin board in the Municipal Building, 349 Mountain Lake Road, Great Meadows, New Jersey is designated as the place where all official notices are to be posted.

RESOLUTION #2020.006
2019 TONNAGE GRANT APPLICATION

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 1987, c.102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection has promulgated recycling regulations to implement the Mandatory Source Separation Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a Resolution authorizing this municipality to apply for such grants will memorialize the commitment of this municipality to recycling and to indicate the assent of the Liberty Township Committee to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and,

WHEREAS, such a Resolution should designate the individual authorized to ensure the application is properly completed and timely filed.

BE IT RESOLVED By the Township Committee of the Township of Liberty, that the Township of Liberty hereby endorses the submission of the Recycling Tonnage Grant Application to the New Jersey Department of Environmental Protection and designate John Inscho, Committeeperson, to ensure that the application is properly filed.

BE IT RESOLVED That the monies received from the Recycling Tonnage Grant be deposited in a dedicated Recycling Trust Fund to be used solely for the purposes of recycling.

RESOLUTION #2020.007
CASH MANAGEMENT PLAN

Interest Rate on Delinquent Taxes and Municipal Charges

In accordance with RS: 4-67, the interest rate on delinquent taxes and municipal charges shall be as follows:

- 1. 8% per annum on the first \$1,500 of the delinquency
- 2. 18% per annum on any amount in excess of \$1,500

No interest shall be charged for a 10-day grace period; after the 10-day grace period, interest shall be calculated from the due date.

An additional penalty of 6% of the amount of the delinquency will be charged to a taxpayer with a delinquency in excess of \$10,000 who fails to pay that delinquency prior to the end of the calendar year.

The Tax Collector is authorized to process or cancel without further action on part of the governing body, any property tax overpayment or delinquency of less than \$10.00. The Tax Collector is further authorized to conduct the annual sale of delinquent taxes for the calendar year 2019.

Investment of Funds

The Chief Financial Officer is hereby authorized to invest funds, as they shall become available, to attain the

highest rate of return, provided that all investments are reported to the Township Committee at the next meeting subsequent to the making of the investments.

Official Depositories

In accordance with NJSA 40A: 5-15, all monies collected by taxation, received from any source by or on behalf of any local unit or any board or department shall be deposited or turned over to the Chief Financial Officer within 48 hours.

The following banks are designated as official depositories for checking and/or escrow funds for the Township for 2020, as well as savings funds and investment accounts:

The First Hope Bank, Hope, 1301 Hope-Bridgeville Road, Hope, New Jersey
Fulton Bank of New Jersey, 176 Mountain Avenue, Hackettstown, New Jersey

Authorized Signatures

All withdraws against the foregoing accounts shall bear the signatures of two of the following officials: Mayor, Municipal Clerk and Chief Financial Officer.

RESOLUTION #2020.008
APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER 2020

WHEREAS, it is necessary to appoint a Public Compliance Officer (P.A.C.O.); and

WHEREAS, this is an annual appointment - this appointment will be for calendar year 2020.

BE IT RESOLVED, By the Township Committee of the Township of Liberty, Warren County, New Jersey, to appoint Diane M Pflugfelder, Municipal Clerk to this office as this individual has a knowledge of the professional services and procurement contracts entered into by Liberty Township.

RESOLUTION #2020.009
APPOINTMENT OF A FUND COMMISSIONER TO THE
PUBLIC ALLIANCE INSURANCE COVERAGE FUND

BE IT RESOLVED, By the Township of Liberty, County of Warren, State of New Jersey, that it hereby appoints Diane M Pflugfelder as the Fund Commissioner and Dan Grover as the Alternate Fund Commissioner to the Public Alliance Insurance Coverage Fund; and

BE IT RESOLVED That copies of this Resolution be forwarded to the following:

1. Diane M Pflugfelder, Fund Commissioner
2. Dan Grover, Alternate Fund Commissioner
3. Public Alliance Insurance Coverage Fund

RESOLUTION #2020.010
TEMPORARY APPROPRIATIONS 2020

WHEREAS, N.J.S. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2019 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first 30 days of the fiscal year, and

WHEREAS, the total appropriations in the 2019 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of \$1,752,024 and

WHEREAS, 26.25% of the total appropriations in the 2019 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance in said budget is the sum of \$459,906.30.

BE IT RESOLVED By the Committee of the Township of Liberty in the County of Warren, State of New Jersey, that the following appropriations be made and a certified copy of this resolution be transmitted to the Chief Financial Officer for his records.

RESOLUTION #2020.011
RESOLUTION AUTHORIZING THE CFO TO PAY REGULAR BILLS
IN ORDER TO AVOID FINANCE CHARGES

WHEREAS, the Township of Liberty has bills that are approved for payment at the regular meetings held by the Liberty Township Committee, and

WHEREAS, the Township Committee meetings are held the first Thursday of the month, and

WHEREAS, the Township Committee meetings may be canceled on occasion, and

WHEREAS, the cancellation of a regularly scheduled meeting may create a period of more than thirty days between meetings, and

WHEREAS, the monthly bills arrive throughout the month and the CFO must receive authorization from the Township Committee for payment, and

WHEREAS, the bills must be paid in a timely period to avoid the accumulation of any late charges.

BE IT RESOLVED, By the Liberty Township Committee, in the event that a regularly schedule Township Committee meeting is canceled, the CFO is authorized to pay bills when received to avoid the accumulation of any late charges and the bill will be placed on the subsequent bill list for the next regular Township Committee Meeting.

RESOLUTION #2020.012
DEFERRED LOCAL DISTRICT SCHOOL TAX

WHEREAS, the local district school tax for the fiscal year 1 July 2019 to 30 June 2020 was raised in the 2019 tax levy in the amount of \$5,185,823.00.

WHEREAS, the statutes permit the deferral of the cash liability of such school tax up to 50% of the school tax levy or \$2,592,823.00.

BE IT RESOLVED by the Mayor and Committee of the Township of Liberty, that the deferred school tax for the local school district remain unchanged at \$1,520,074.75.

BE IT FURTHER RESOLVED that two certified copies of this Resolution be filed with the Director of the Division of Local Government Services.

RESOLUTION #2020.013
GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S
"ENFORCEMENT GUIDANCE ON THE CONSIDERATION OF ARREST AND CONVICTION RECORDS
IN EMPLOYMENT DECISIONS UNDER TITLE VII OF THE CIVIL RIGHTS ACT OF 1964"

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the Governing Body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the Governing Body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the Township Committee of the Township of Liberty, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit Governing Body Certification Pursuant to P.L. 2017, C.183 of Compliance with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"

GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES
NO PHOTO COPIES OF SIGNATURES

STATE OF NEW JERSEY
COUNTY OF WARREN

We, members of the governing body of the Township of Liberty being duly sworn according to law, upon our oath depose and say:

1. We are duly elected members of the Township Committee of the Township of Liberty in the County of Warren;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United States Equal Employment Opportunity Commission’s “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964,” *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012);
3. We are familiar with the local unit’s hiring practices as they pertain to the consideration of an individual’s criminal history;
4. We certify that the local unit’s hiring practices comply with the above-referenced enforcement guidance.

John Inscho, Mayor

Daniel Grover, Deputy Mayor

Peter Karcher, Committeeperson

David Rogers, Committeeperson

Michael Beyer, Committeeperson

RESOLUTION #2020.014
 AUTHORIZE ASSESSOR AND ATTORNEY TO UNDERTAKE APPEALS

WHEREAS, authorization is required for the Tax Assessor to undertake all appeals on behalf of the Township; and

BE IT RESOLVED, by the Township Committee of the Township of Liberty that Penny Holenstein, Assessor, is hereby authorized to undertake all appeals on behalf of the Township of Liberty which she deems necessary and proper.

WHEREAS, the County Tax Administrator advised that stipulations of settlement tax appeals between the Tax Assessor and the taxpayer require two signatures; and

WHEREAS, in accordance with NJAC 18:12A-1.9(k), the municipal attorney should be designated as the additional signature on al Tax Stipulations.

BE IT RESOLVED, by the Township Committee of the Township of Liberty that the Township Attorney, Roger Skoog, Esq., is hereby designated as the second signature on all stipulations of settlement of tax appeals between the Tax Assessor and the taxpayer for the year 2020.

BE IT RESOLVED, That the Municipal Clerk be and the same is hereby directed to provide a true copy of this Resolution to the Warren County Board of Taxation, Cummins Building, 202 Mansfield Street, Belvidere, New Jersey 07823.

RESOLUTION #2020.015
 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
21.01	4	2017-02	US Bank for PC7 Firs Trust Bank 50 S. 16 th St. Suite 2050 Philadelphia PA 19102	\$50,671.48	\$14,643.28	\$0.00	\$65,314.76

RESOLUTION #2020.016
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 2020 in the amounts designated below. All salaries are retroactive to 1 January 2020 unless otherwise noted:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Autumn Sylvester	Municipal Office Assistant	\$70.00/Hour
John Ward	Recreation Commission Assistant	\$13.00/Hour

RESOLUTION #2020.017
AWARD OF CONTRACT

BE IT RESOLVED, that the Township of Liberty hereby awards the contract for Municipal Building Cleaning Services to Carrie’s Cleaning Service, 3 Queen Anne Lane, Great Meadows, NJ, whose bid amounted to \$125.00 every other week.

RESOLUTION #2020.018
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 \$591,169.82.

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
aye - Petersen
aye - Rogers
aye - Grover
aye - Inscho

John Inscho,
Mayor

REPORT OF COMMITTEEPERSONS

DAN GROVER – Deputy Mayor Grover announced that the Great Meadows Region Board of Education meeting was this evening and he would be attending at the close of this reorganization meeting.

JOHN INSCHO – Mayor Inscho acknowledged the presence of;
Dale Durling, Retired Mayor
Dale Parichuk, Committeeperson Washington Borough
Ron Petersen retired Liberty Township Committeeperson
Ed and Bert Gallagher, Mountain Lake Firehouse Representatives
Eric Snyder, Liberty Township Zoning Official
Ken Lunden, Past Mountain Lake Fire Chief
Carl Cummins retired Liberty Township Committeeperson

PUBLIC COMMENT

Public commented was opened at 6:24 pm

STAN PRATER, JCP&L – Mr. Prater thanked Liberty Township for their support and advised the tree trimming program is in good standing

BENEDICTION

Pastor James Craig gave a Benediction.

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

Meeting adjourned at 6:26 p.m.
Diane Pflugfelder RMC/MMC
Municipal Clerk/Administrator
Minutes Approved 6 February 2020