

AGENDA  
LIBERTY TOWNSHIP MEETING

2 July 2020  
7:00 PM

Municipal DPW Garage  
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 and Executive Session of 4 June 2020  
Meeting and Executive Session of 25 June 2020

Unfinished Business

COVID19 Declaration Extension  
Mountain Lake Beach  
Danville Mountain Road Quotes

New Business

American Asphalt & Milling Services LLC, Maintenance Bond  
Summer Recreation P&P for COVID Operational Plan  
Space Farm Road Clean-Up Proposal  
Disabled Veteran Tax Exemption Request Date  
Pavilion Reservation Request  
Introduction: Ordinance #2020.003, Providing Road Improvements from Capital Fund

Resolution

ABC Application – Mountain Lake Fire Company, 26 July and 12 September  
Cancellation of General Capital Ordinances  
Tax Lien Refund

Bills List

Public Comment  
Executive Session

Adjournment

A regularly scheduled workshop of the Township of Liberty was held at the Municipal DPW Garage, 349 Mountain Lake Road, Great Meadows on 25 June 2020. The meeting was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:09 p.m.

Present: Mayor John Inscho; Peter Karcher; David Rogers, and Michael Beyer

Absent: Deputy Mayor Daniel Grover

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

APPROVAL OF MINUTES

A motion by Pete Karcher to adopt the public and executive minutes of 4 and 25 June 2020 carried.

UNFINISHED BUSINESS

A motion by David Rogers to adopt the following Proclamation carried.

COVID19 DECLARATION EXTENSION  
PROCLAMATION OF STATE OF EMERGENCY  
TO ALL CITIZENS AND PERSONS WITHIN THE TOWNSHIP OF LIBERTY  
AND TO ALL DEPARTMENTS, DIVISIONS AND BUREAUS OF THE  
MUNICIPAL GOVERNMENT OF THE TOWNSHIP OF LIBERTY

WHEREAS, pursuant to the powers vested in me by Chapter 251 of the laws of 1942, as amended and supplemented, NJSA. App. A;9-30 et. seq.; NJSA 40:48-1 (6), and ordinances enacted pursuant thereto; NJSA 2 C:33-1 et. seq.;--whichever law or laws apply), Executive Order 103 and by ordinances adopted by the Township of Liberty I have declared that a STATE OF EMERGENCY exists within the Township of Liberty; and

WHEREAS, the aforesaid laws authorize the promulgation of such orders, rules, and regulations as are necessary to meet the various problems which have or may be presented by such an emergency; and

WHEREAS, by reason of the rapidly evolving outbreak of the novel coronavirus, COVID-19, the need for government operations to address staffing capabilities to ensure essential operational needs are met in order to mitigate factors which may further adversely affect the health, safety, and welfare of the people of the township of Liberty and exacerbate and worsen existing conditions; and

WHEREAS, it has been determined that these areas of the Township of Liberty should be declared disaster areas, and further that certain measures must be taken to ensure that the authorities will be unhampered in their efforts to maintain law and order as well as an orderly flow of traffic and further in order to protect the persons and property of the residents affected by the conditions and finally that governmental operations including but not limited to the conduct of public meetings shall be substantially altered; and

WHEREAS, all lands within the boundaries of the Township of Liberty are hereby designated as disaster areas.

NOW, THEREFORE, IN ACCORDANCE with the aforesaid laws, we do hereby promulgate and declare the following regulations attached hereto and made a part of hereof shall be in addition to all other laws of the State of New Jersey and the Township of Liberty.

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

\_\_\_\_\_  
John Inscho,  
Mayor

**MOUNTAIN LAKE BEACH  
AD HOC LAKE STUDY GROUP**

Mayor Inscho reported that the Ad Hoc Lake Study Group met on Monday, 29 June. Discussion ensued on a second HAB testing from the beach area, development of a water monitoring plan, and NJ State Lake Programs. A motion by David Rogers authorizing Dan Kurela (Environmental Commission Representative) to collect Mountain Lake water at the beach access and deliver this collected water to Garden State Labs for HAB testing carried.

**MOUNTAIN LAKE BEACH**

John Ward, Recreation Assistant, reported that he has received 5-6 lifeguard applications to date. Consideration of limitations for lifeguard work hours based upon age; hours of operation; COVID-19 plan and restrictions; no beverages/snacks will be available for public sale; and, beach opening will be dependent upon second acceptable consecutive HAB test results.

**DANVILLE MOUNTAIN PAVING**

Mayor Inscho reported that he had not received three responses from vendors on the partial paving of Danville Mountain within the past week and this topic would be addressed at the 6 August 2020 meeting of the Township Committee for consideration of award. The project will include three (3) inches of pavement, retain the crown in the road and Liberty Township would be purchasing the material.

**NEW BUSINESS**

**AMERICAN ASPHALT & MILLING SERVICES LLC**

Following legal review by Attorney Skoog, a motion by Pete Karcher to accept the Maintenance Bond from American Asphalt & Milling Services carried.

**SUMMER RECREATION COVID-19 OPERATIONAL PLAN**

As per John Ward, Recreation Assistant, the Warren County Board of Health has approved the Liberty Township Summer Recreation COVID-19 Operational Plan. A motion by Mike Beyer to adopt the Liberty

Township Summer Recreation COVID-19 Operational Plan as presented with Warren County Board of Health approval carried.

**SPACE FARM ROAD CLEAN-UP PROPOSAL**

The proposal for Space Farms 2020-2021 for the removal of deer carcasses from municipal right of ways was denied.

**DISABLE VETERAN TAX EXEMPTION REQUEST**

A request was received for the 100% wartime service-connected disabled veteran property tax exemption on Block 21.02, Lot 12.02. Following discussion, a motion by Pete Karcher authorizing the Tax Collector to prepare a Resolution for this property tax exemption retroactive to 1 January 2020 carried.

**PAVILION RESERVATION REQUEST**

A request to reserve the John R Fisher Pavilion was received from Maureen Schmidt on behalf of the Northwest Jersey Riders on 9 or 13 August at 12:30 pm. Following discussion, a motion by Pete Karcher approving the reservation request contingent upon the receipt of proper documentation and funds and conditions established by Governor Murphy for outside events during COVID-19 conditions carried.

ORDINANCE #2020.003 - Following discussion, a motion by Mike Beyer to introduce Ordinance #2020.003 on First Reading carried. Public Hearing and Adoption are scheduled for 6 August 2020.

**ORDINANCE 2020-003**

**CAPITAL ORDINANCE PROVIDING FOR ROAD IMPROVEMENTS IN THE TOWNSHIP OF LIBERTY, COUNTY OF WARREN, STATE OF NEW JERSEY APPROPRIATING THE AMOUNT OF \$24,803.01 FROM THE CAPITAL FUND BALANCE.**

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 Township of Liberty, in the County of Warren, New Jersey (the “Township”) hereby appropriates \$24,803.01, fully funded by the General Capital Fund, for the acquisition of road improvements in the Township of Liberty.

Section 2. The capital budget of the Township is hereby amended to conform with the provisions of this capital ordinance to the extent of any inconsistency herewith and a resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital programs as approved by the Director of the Division of Local Government Services, New Jersey Department of Community Affairs, is on file in the office of the Clerk and is available for public inspection.

Section 3. The ordinance shall take effect after final adoption and publication and otherwise as provided by law.

**RESOLUTIONS**

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

**RESOLUTION #2020.049  
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 affairs;

- #1 - Car Show  
26 July 2020 from 12:00 pm to 6:00 pm  
2 August 2020 from 12:00 pm to 6:00 pm
- #2 - Community Day  
12 September 2020 from 11:00 am to 11:00 pm  
Rain date: 3 October 2020 from 11:00 am to 11:00 pm

*WHEREAS*, the submitted application forms are complete in all respects, and the State fees have been paid.

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

- #1 - Car Show  
26 July 2020 from 12:00 pm to 6:00 pm  
2 August 2020 from 12:00 pm to 6:00 pm

#2 - Community Day  
 12 September 2020 from 11:00 am to 11:00 pm  
 Rain date: 3 October 2020 from 11:00 am to 11:00 pm

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

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 John Inscho,  
 Mayor

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

RESOLUTION #2020.050  
 AUTHORIZING THE CANCELLATION OF GENERAL CAPITAL ORDINANCES

*WHEREAS*, there are unexpended balances on certain ordinance appropriations in the General Capital Fund, and

*WHEREAS*, the capital projects have been completed, and

*WHEREAS*, it is necessary to formally cancel said balances so that the unexpended balances may be credited to Capital Fund Balance; and

*NOW, THEREFORE, BE IT RESOLVED* by the Township Committee of the Township of Liberty that the following unexpended and dedicated balance of General Capital Appropriations be cancelled:

<u>Ordinance #</u>	<u>Project Description</u>	<u>Amount Cancelled</u>
98-7	Garage & Salt Shed	\$ 20,317.87
10-03	Road Improvements	<u>\$ 4,485.14</u>
		\$ 24,803.01

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

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 John Inscho,  
 Mayor

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

RESOLUTION #2020.051  
 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.

<u>Block</u>	<u>Lot</u>	<u>Lien #</u>	<u>Name/Address</u>	<u>Lien Amount</u>	<u>Interest</u>	<u>Premium</u>	<u>Total Refund</u>
9	24	19-00002	Atlanta Discount Home Deals, LLC C/O J. Musa 10 Adam Labar Rd. East Stroudsburg PA 18302	\$12,153.67	\$865.63	\$5,000.00	\$18,019.30

*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 - Beyer  
 aye - Karcher  
 aye - Rogers  
 absent - Grover  
 aye - Inscho

\_\_\_\_\_  
 John Inscho,  
 Mayor

PUBLIC COMMENT was opened at 7:32 pm.

Lorraine Thiel – Ms. Thiel presented photos of sidewalk damage near the picnic area. The DPW shall address the issue.

Public comment adjourned at 7:33 pm

EXECUTIVE SESSION

At 7:33 pm a motion by John Inscho to adopt the following Resolution carried.

RESOLUTION #2020.052

*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 – Samson Masonry & Concrete

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

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

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 John Inscho,  
 Mayor

At 7:46 pm, a motion by Mayor Inscho to reconvene the public meeting carried. Mayor Inscho stated that during executive session matters of potential litigation were discussed. Action to follow.

PAYMENT OF BILLS

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

Resolution #2020.053  
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 \$727,795.73.

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

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 John Inscho,  
 Mayor

ADJOURNMENT

There being no further business, a motion by Mayor Inscho to adjourn the meeting carried. Meeting adjourned at 7:46 p.m.

Diane M Pflugfelder RMC/MMC  
 Municipal Clerk/Administrator  
 Minutes Approved 6 August 2020