

AGENDA  
LIBERTY TOWNSHIP MEETING

4 March 2021  
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  
Recreation Commission Questions for 2021 Programs  
2020 Rosenkranz Awards  
Environmental Commission Request

Adoption of Agenda

Presentation

Highlands Compliance, Corey Piasecki, PP/AICP NJ Highlands Council

Adoption of Minutes

Meeting of 4 February 2021

Unfinished Business

2021 Appointments  
Planet Network  
Public Hearing: Ordinance #2021.002, Salary  
Public Hearing: Ordinance #2021.003, Stormwater Control

New Business

Introduction of Municipal Budget 2021  
Proposal for Shared Services with Oxford Township for Life Guard Staffing  
NJ State Firemen's Association Application for Membership  
Garden State Laboratories Inc – Beach Testing Contract 2021  
Pavilion Reservation Request – Mountain Lake Fire Company, 25 July 2021  
2021 Contract: Warren County Pollution Control Financing Authority  
2021 Contract: Warren County Public Works Shared Services Agreement

Resolutions

Appropriation Transfers  
Raffle Application: Mountain Lake Fire Company, 20 June 2021  
Salary  
DPW Equipment Acquisition

Adoption of Bill List

Public Comment

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 4 March 2021. The meeting was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:00 p.m.

Present: Mayor John Inscho; Deputy Mayor Daniel Grover; Peter Karcher; David Rogers, and Wayne Spangenberg

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

REPORTS

COMMITTEEPERSON GROVER

Mr Grover reported that the Great Meadows Regional Board of Education Budget would be receiving reduced State funding over the 2020 contribution. The Middle school is being scheduled as a COVID testing site on Wednesday afternoons. Governor Murphy is pushing to have school teachers vaccinated so the schools may reopen for in person learning.

#### MAYOR INSCHO

Mayor Inscho thanked the Department of Public Works and contractors for getting Liberty Township through a long February with extensive snow accumulations.

#### PRESENTATION

Mayor Inscho acknowledged Jonathan Buchanan and Kayla Breslin as recipients of the 2020 Rosenkranz Award, for recognition of their academic and athletic accomplishments through their kindergarten – eighth grade years at Great Meadows Regional Board of Education.

#### PRESENTATION

Corey Piasecki, PP/AICP NJ Highlands Council, attended this Liberty Township meeting via conference call with his co-worker James Humphrey. Mr Piasecki stated that he was available to assist Liberty Township with the pursuit of their initial assessment for Highland Plan conformance to align the municipal and state masterplan for Liberty Township. Work would be coordinated with Eric Snyder, Liberty Township Planner, and expenses reimbursed by Highlands. He stated that attention would be directed toward addressing the Hazardous Algae Bloom within Mountain Lake and the practice of Highlands's exemptions for property development projects. Discussion with public input pursued. In conclusion, the Township Committee agreed to address the outstanding reimbursement from 2009 Highlands Phase I Study before proceeding with a current assessment.

#### RECREATION

A series of questions from the Recreation Commission were addressed;

- ✓ Projected date of beach opening 2021
- ✓ Projected close of beach 2021 – Labor Day weekend, or availability of staff
- ✓ Concession Stand and Lifeguard Shack renovations – no action to date due to increased cost of construction materials
- ✓ Shared Service with Oxford for Lifeguards – Mayor Inscho to meet with Mayor Norton 22 March
- ✓ Community Date 2021 – will be scheduled for 18 September with a rain date of 25 September
- ✓ Summer Recreation 2021 – 5 week program to proceed
- ✓ Acquisition of amber LED strobe lights to deter geese at beach/boat launch area. It was agreed to conduct a two-day weekend demonstration to observe neighborhood impact.

#### ENVIRONMENTAL COMMISSION

Chairperson Larry Supp requested authorization from the Township Committee for use of the Municipal Building parking lot on Saturday, 24 April for distribution of seedlings for Community Tree Recovery program. Permission granted. Mr Supp also asked the Township Committee to consider appointees to fulfil board vacancies and retention of a secretary.

#### APPROVAL OF MINUTES

A motion by Dan Grover to adopt the public session minutes of 4 February 2021 carried.

#### UNFINISHED BUSINESS

##### 2021 APPOINTMENTS

A motion by Mayor to approve the following appointments carried.

Appointment of Marisa LaVerde to the Recreation Commission, expiration of term 31 December 2025.

Appointment of Jennifer Pandorf to the Recreation Commission, expiration of term 31 December 2025.

Appointment of Michael Wilson to the Recreation Commission, Alternate #1 (vacated by Marisa LaVerde), expiration of term 31 December 2023.

Appointment of Aaron Feldman to the Recreation Commission, Alternate #1 (vacated by Jennifer Pandorf), expiration of term 31 December 2024

#### PLANET NETWORK

No action at this time

#### ORDINANCE #2021.002 – PUBLIC HEARING

A motion by Dan Grover to open public hearing and adopt the following Resolution carried.

#### RESOLUTION #2021.020 ADOPTION OF ORDINANCE #2021.002

*WHEREAS*, said Ordinance entitled 'An Ordinance to Amend an Ordinance Entitled an Ordinance to

Provide for and Determine the Salaries and Compensation for the Officers and Employees of the Township of Liberty, County of Warren, State of New Jersey’ was passed on first reading on 4 February 2021 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 an Ordinance Entitled an Ordinance to Provide for and Determine the Salaries and Compensation for the Officers and Employees of the Township of Liberty, County of Warren, State of New Jersey’ be passed on second reading and final adoption.

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

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John Inscho,  
Mayor

**ORDINANCE #2021.003 - PUBLIC HEARING**

A motion by Wayne Spangenberg to open public hearing carried. Written notice that Ordinance #2021.003 was consistent with the Master Plan was received from the Liberty Township LandUse Board. A motion by Wayne Spangenberg to adopt the following Resolution carried.

**RESOLUTION #2021.021  
ADOPTION OF ORDINANCE #2021.003**

*WHEREAS*, said Ordinance entitled ‘Chapter 87a Stormwater Control Ordinance’ was passed on first reading on 4 February 2021 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 ‘Chapter 87a Stormwater Control Ordinance’ be passed on second reading and final adoption.

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

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John Inscho,  
Mayor

**NEW BUSINESS**

**INTRODUCTION OF MUNICIPAL BUDGET 2021**

Mayor Inscho stated that the proposed 2021 budget has a local tax rate of 0.33691 (1.669%) which equates to a slight increase of \$6 per \$100,000 home assessment. The total budget is \$2,003,896.84. A motion by Mayor Inscho to introduce the 2021 Municipal Budget carried. The budget will be published 11 March 2021 and scheduled for public hearing and considered of adoption on 1 April 2021.

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

**NJ STATE FIREMEN’S ASSOCIATION**

A motion by Wayne Spangenberg authorizing the acceptance of a NJ State Firemen’s Association Membership application from William J Petersen and Ryan P Newkirk carried. Mayor Inscho abstained

**GARDEN STATE LABORATORIES CONTRACT 2021**

A motion by Dan Grover awarding the annual beach testing contract to Garden State Laboratories’ for \$1,400 with them collecting the samples carried.

**PAVILION RESERVATION REQUESTS**

#1 – A pavilion reservation request form was received from Mountain Lake Fire Company for Sunday, 25 July and rain date of 1 August, for a car show. All fee and escrow monies were waived for them as a non-profit.

**WARREN COUNTY POLLUTION CONTROL FINANCING AUTHORITY AGREEMENT 2021**

A motion by Wayne Spangenberg authorizing Mayor Inscho to execute the 2021 Warren County Pollution Control Financing Authority Agreement 2021 carried.

WARREN COUNTY PUBLIC WORKS SHARED SERVICES AGREEMENT 2021

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

RESOLUTION #2021.022

RESOLUTION AUTHORIZING MASTER PUBLIC WORKS SHARED SERVICES AGREEMENT FOR SHARING PUBLIC WORKS EQUIPMENT BETWEEN WARREN COUNTY MUNICIPALITIES AND THE COUNTY OF WARREN

WHEREAS, Liberty Township may be desirous of utilizing public works equipment and public works employees provided by Warren County to provide public works services, general maintenance and related services; and

WHEREAS, Liberty Township is desirous of providing those services to the County of Warren in accordance with the terms of an agreement, a copy of which is on file with the Municipal Clerk and Clerk of the Board; and

WHEREAS, the Uniform Shared Services & Consolidation Act (N.J.S.A. 40A:65-1 et seq.) empowers the County of Warren and Liberty Township to enter into such an agreement;

BE IT RESOLVED that the Township of Liberty does hereby authorize the Mayor and Municipal Clerk to execute said Agreement to provide the services to the Warren County Board of Commissioners of the County of Warren as described in said agreements.

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

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John Inscho,  
Mayor

RESOLUTIONS

A motion by Dan Grover to adopt the following Resolution carried

RESOLUTION #2021.023  
APPROPRIATION TRANSFERS

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

WHEREAS, there appears to be a surplus in one or more current budget appropriations over and above the demand deemed to be necessary for the balance of the current 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>
Department of Public Works S/W	\$5,800.00	
Group Insurance O/E	\$5,123.00	
Finance O/E		\$123.00
Court O/E		\$800.00
Legal O/E	_____	<u>\$10,000.00</u>
Total	\$10,923.00	\$10,923.00

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

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John Inscho,  
Mayor

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

RESOLUTION #2021.024  
RAFFLES

WHEREAS, Mountain Lake Fire Company, 99 Tamarack Road, Belvidere, New Jersey 07823, is the licensee on the application to conduct an Off-Premises Merchandise Draw Raffle on 20 June 2021 to be held at Mountain Lake Fire Company, 99 Tamarack Road, Belvidere, New Jersey 07823 to be held between 1:00 pm - 3:00 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 off-premises raffle application is approved contingent to the Legalized Games of Chance Control Commission adoption of aforesaid application.

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

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John Inscho,  
Mayor

DPW EQUIPMENT ACQUISITION

After consideration of product specifications and availability of product, a motion by Dan Grover to adopt the following Resolution carried.

RESOLUTION # 2021.025  
ACQUISITION OF DPW EQUIPMENT

WHEREAS, Liberty Township was subject to multiple repairs and downtime of the 2008 GMC and 2011GMC vehicles during Winter Storm Orlena, 30 January – 3 February 202, and

WHEREAS, Liberty Township obtained quotes from various companies for replacement DPW equipment.

BE IT RESOLVED, That the Township of Liberty hereby authorizes the acquisition of the following Department of Public Works Equipment

<i>Company</i>	
Koch 33 Ford	Super Duty 2020 450 4x4
3810 Hecktown Road	XL 145” WB Chassis Cab
Easton, PA 18042.2354	7.3L DEVCT NA PFI V8 Engine
	10-Speed Automatic
	\$50,573.00
Koch 33 Ford	Super Duty 2020 550 4x4
3810 Hecktown Road	XL 169” WB Chassis Cab
Easton, PA 18042.2354	76.9L Powder Stroke V8 Diesel
	10-Speed Automatic
	\$63,930.00
West Chester Machinery	Western 2.5 Tornado Electric Salter
278 Old Ledgewood Rd	\$6,150.00
Flanders, NJ 07836	
West Chester Machinery	Western 9.0 Pro Plus Ultramount
278 Old Ledgewood Rd	\$4,850.00
Flanders, NJ 07836	
West Chester Machinery	Western 10.0 Pro Plus HD
278 Old Ledgewood Rd	\$5,500.00
Flanders, NJ 07836	
	Total: \$131,003.00

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

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John Inscho,  
Mayor

PAYMENT OF BILLS

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

RESOLUTION #2021.026  
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 \$568,366.39.

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

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John Inscho,  
Mayor

PUBLIC COMMENT was opened at 7:50 pm.

Heather Wulf – Ms. Wulf announced that the Great Meadows Regional Board of Education would be holding their third strategic planning meeting on 11 March. Their next regularly scheduled meeting would be 25 March 2021. Ms. Wulf was directed to remind the Board of Education on the importance of continued parking lot maintenance to the Liberty Township School parking lot for helipad access.

Rich Larsen – Mr. Larsen questioned the appointment of Environmental Commission members and a secretary

Shannon Schaaf – Ms Schaaf, as a member of the Lake Sub-Committee, inquired into the retention of consultants for Mountain Lake water quality testing on a monthly basis. She asked is Liberty Township would consider cost-sharing this expense with the Lake Association. Ms. Schaaf was directed to collect quotes and coordinate her information with David Rogers for presentation at the 1 April meeting.

EXECUTIVE SESSION

At 8:03 pm a motion by Mayor Inscho to adopt the following Resolution carried.

RESOLUTION #2021.027

*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.

- ✓ Personnel and Personnel Policy – DPW Laborer employment
- ✓ Personnel and Personnel Policy – DPW Mechanic Salary

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

*BE IT FURTHER RESOLVED*, That Jeff Snyder, DPW Supervisor, be included within this Executive Session for discussion on matters of the Liberty Township Department of Public Works.

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

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John Inscho,  
Mayor

At 8:31 pm, a motion by Mayor Inscho to reconvene the public meeting carried. Mayor Inscho stated that during executive session matters of personnel were discussed. Action to follow.

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

RESOLUTION #2021.028  
SALARY

*WHEREAS*, Salary Ordinance #2021.002 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 2016 in the amounts designated below. All salaries are retroactive to 1 January 2021 unless otherwise noted:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Section 2: Public Works		
Alex Perez	Mechanic/Truck/Driver	\$24.30/hour
Dion Arace	DPW Laborer	\$19.00/hour
		Effective 29 March 2021

Vote: aye - Karcher  
aye - Rogers  
aye - Spangenberg  
aye - 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 8:23 p.m.

Diane M Pflugfelder RMC/MMC  
Municipal Clerk/Administrator  
Minutes Approved 1 April 2021

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