

AGENDA  
LIBERTY TOWNSHIP MEETING

3 March 2022  
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  
Municipal Departments

Adoption of Agenda

Adoption of Minutes

Meeting and Executive Session of 3 February 2022

Unfinished Business

Municipal Land Use Law – Climate Change Resilience Strategy  
319 Grant - Nonpoint Source Funding  
Shared Service Agreement for Shared Municipal Court with Town of Belvidere

New Business

Assignment of Municipal Tax Liens  
Advertisement for Bid: Boom Arm Mower  
PCFA Interlocal Agreement 2022  
Ordinance #2022.002 - Salary

Resolutions

Appropriation Reserve Transfer  
Road Opening Permit – Elizabethtown Gas  
Tax Refund  
Bills 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 3 March 2022. The meeting was opened by Deputy Mayor Dan Grover with Adequate Notice of Meeting and the Pledge of Allegiance at 7:01 p.m.

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

Absent: Mayor John Inscho;

Also, Present: James Moscagiuri, Municipal Attorney; and, Diane M Pflugfelder, Municipal Clerk/Administrator

### REPORTS

Mr Karcher – Mr Karcher commended the DPW for being pro-active and pretreating the roads as needed

Mr Spangenberg – Mr Spangenberg reported that the Recreation Commission did not meet in February 2022

Mr Grover – Mr Grover reported that a draft solar ordinance has been shared with the Municipal Attorney for review

CFO – Jennifer Breslin, CFO reported that NJDOT State Aid for Marble Hill Road paving has been received in the amount of \$456,000. She also stated that a draft budget has been prepared with a possible \$0.01 increase. Budget introduction will be scheduled for 7 April 2022.

GREAT MEADOWS BOARD OF EDUCATION – Amber Gratacos reported that GMRBOE has now made masks optional. The Independence BOE position has been filled with Lisa Green. A budget meeting is scheduled for Thursday, 17 March. She asked that Liberty Township support the GMBOE Community Partner’s Program to provide students with a chance to expand their education by learning a new skill, sport or game.

### MINUTES

A motion by Pete Karcher to adopt the minutes and executive session minutes of 3 February 2022 carried.

### UNFINISHED BUSINESS

#### MUNICIPAL LAND USE LAW – CLIMATE CHANGE RESILIENCE STRATEGY

Mr Grover stated that he would bring this issue before the LandUse Board

#### 319 GRANT - NONPOINT SOURCE FUNDING

Dave Rogers reported that he and Jenn Breslin, CFO, compiled the 319 Grant for Nonpoint Source Funding and submitted it 25 February 2022.

#### SHARED SERVICE AGREEMENT FOR SHARED MUNICIPAL COURT WITH TOWN OF BELVIDERE

A motion by Peter Karcher authorizing Mayor Inscho to execute the Shared Service Agreement for Shares Municipal Court with the Town of Belvidere for 2022 at the cost of \$8,920.00; 2023 at the cost of \$9,098.00; and, 2024 at the cost of \$9,280.00 carried.

### NEW BUSINESS

#### ASSIGNMENT OF MUNICIPAL TAX LIENS

Cindy Eckert, Tax Collector, received an inquiry from NJSL 301, LLC with an interest in taking assignment of lien 18-005 on 167 Lakeside Drive West from the Township. The inquiry was shared with the Municipal Attorney for further investigation.

#### ADVERTISEMENT FOR BID: BOOM ARM MOWER

A motion by Wayne Spangenberg authorizing the publication of the following bid advertisement carried.

TOWNSHIP OF LIBERTY ADVERTISEMENT FOR BIDS

Notice is hereby given that sealed bids will be received by the Municipal Clerk of the Township of Liberty, 349 Mountain Lake Road, Great Meadows, NJ 07838 until Thursday, 31 March 2022 at 9:00 am. Bids will be received by US Mail or a Delivery Service. On 31 March 2022 at 10:00 AM local prevailing time, bids will be opened and read aloud for the following: Purchase of Boom Arm Mower with three-point hitch Specifications may be obtained from the Municipal Clerk by email request or picked up during regular business hours. All Bids must be on the proposal form attached to the Specifications in the manner designated therein, must be enclosed in sealed envelopes bearing the name and address of the bidder and the name of the project clearly marked "Proposal for Boom Arm Mower" and addressed to the Municipal Clerk. The proposal form must also be accompanied by a New Jersey Business Registration compliance, and W-9 form. Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. (P.L. 1975, c 127, as amended and supplemented) and N.J.A.C. 17:27-1 et seq., and all other applicable local, state and federal laws. The Township Committee reserves the right to reject any or all proposals and to waive such informalities as may be permitted by law.

PCFA INTERLOCAL AGREEMENT 2022

A motion by Peter Karcher authorizing Mayor Inscho to execute the 2022 Interlocal Agreement between the Township of Liberty and the Pollution Control Financing Authority of Warren County carried.

ORDINANCE #2022.002 - A motion by Wayne Spangenberg to introduce Ordinance #2022.002 on First Reading carried. Public Hearing and consideration of adoption are scheduled for 7 April 2022.

Ordinance #2022.002

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 IT ORDAINED, by the Township Committee of the Township of Liberty, Warren County, New Jersey, that Section 1, 2 and 3 of the above Ordinance be amended as follows:

Section 1: Here is the following schedule of minimum and maximum salaries (yearly and hourly) for the position hereby listed:

POSITION	MIN	MAX
Township Committee	1,000	4,500
Municipal Clerk	30,000	120,000
Deputy Municipal Clerk	13.00/hour	40.00/hour
Administrator	1,000	15,000
CFO	10,000	45,000
Qualified Purchasing Agent	2,000	20,000
Tax Collector	10,000	45,000
Tax Collector Assistant	13.00/hour	25.00/hour
Tax Assessor	10,000	45,000
LandUse Administrator	5,000	20,500
Zoning Code Official	5,000	25,000
Animal Control Officer	2,500	15,000
Environmental Commission Secretary	10.00/hour	25.00/hour
Emergency Management Coordinator	500	6,000
Deputy Emergency Management Coordinator	500	4,000
Recreation Commission Assistant	10.00/hour	25.00/hour

Seasonal Head Life Guard	10.00/hour	25.00/hour
Lifeguards	10.00/hour	25.00/hour
Seasonal Beach Manager	10.00/hour	30.00/hour
Assistant Seasonal Beach Manager	10.00/hour	30.00/hour
Summer Recreation Counselors	10.00/hour	20.00/hour
Summer Recreation Head Counselor	12.00/hour	30.00/hour

Section 2: Public Works

Public Works Supervisor	20.00 per hour	45.00 per hour
Assistant Public Works Supervisor	20.00 per hour	40.00 per hour
Mechanic/Truck Driver	15.00 per hour	35.00 per hour
Laborer	15.00 per hour	35.00 per hour
Seasonal DPW Help	13.00 per hour	35.00 per hour

Regular work week for road department is forty hours. Overtime will be compensated at time and one half for work performed in excess for forty hours in any work week.

Section 3: The aforesaid Sections 1, and 2 are to be effective as of and retroactive to 1 January 2022.

Section 4: All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed.

Section 5: This Ordinance shall take effect immediately upon final adoption according to law. All ordinances or parts of ordinance inconsistent with this ordinance are hereby repealed.

RESOLUTIONS

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

RESOLUTION #2022.027  
 APPROPRIATION RESERVE TRANSFER

*WHEREAS*, there appears to be insufficient funds in a budget appropriations reserve to meet the demand thereon for the balance of the 2021 budget year; and

*WHEREAS*, N.J.S. 40A:4-59 provides that all unexpended balances carried forward after the close of the fiscal year are available, until lapsed at the closed of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding fiscal year, and allow transfers to be made from unexpended balances to those which are expected to be insufficient during the first three months of the succeeding year.

*NOW, THEREFORE, BE IT RESOLVED* by the Township Committee of the Township of Liberty, Warren County, New Jersey, (2/3 of the majority of the full membership concurring herein) that the transfer in the amount of \$139.89 be made between the 2021 Budget Appropriation Reserves as follows:

	FROM	TO
Group Health Insurance	\$ 1,815.53	
Administrative O/E		\$ 139.89
Municipal Court O/E		\$ 1,675.64

Vote: absent - Karcher  
 aye - Rogers

\_\_\_\_\_  
 Dan Grover,

aye - Grover  
aye - Spangenberg  
absent - Inscho

Deputy Mayor

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

RESOLUTION #2022.028  
RESOLUTION OF THE TOWNSHIP OF LIBERTY,  
COUNTY OF WARREN, STATE OF NEW JERSEY,  
AUTHORIZING THE ISSUANCE OF STREET OPENING PERMIT  
TO ELIZABETHTOWN GAS

*WHEREAS*, the Township of Liberty has codified requirements for the opening of streets and the excavation of same within the municipal boundaries; and

*WHEREAS*, said rules and regulations are established in Chapter 88 of the Township Code; and

*WHEREAS*, prior to individual or corporation being granted permission to open a street within the municipal boundaries, said individual or corporation must first apply for and obtain a permit issued on behalf of the Township; and

*WHEREAS*, Elizabethtown Gas, a public utility of the State of New Jersey, has submitted a project for a road opening in order to install natural gas lines within Pequest Road and Townsbury Road, consisting of plus or minus 7,050 ft.; and

*WHEREAS*, said Roads were paved less than five (5) years ago; and *WHEREAS*, the Township has a moratorium on the opening of streets which were paved less than five (5) years ago, unless special permission is granted by the governing body; and

*WHEREAS*, the Township Committee has reviewed the permit application filed by Elizabethtown Gas, has consulted with the township engineer, the township attorney, and the township Director of Public Works regarding the proposed project; and

*WHEREAS*, based upon the special nature of the proposed project (the installation of a gas line in order to service residents within the township and without) the governing body is willing to authorize the issuance of permit for the street opening as set forth on the permit upon the following conditions:

1. Elizabethtown Gas, as a condition of receiving the Street Opening Permit for a newly paved road will be required to perform a complete milling and repaving of Pequest Road and Townsbury Road from the side of said roads to the center line.
2. All requirements of Chapter 88 of the Township Code shall be enforced, including but not limited to:
  - a. Posting of surety bonds in an amount to be determined by the township engineer.
  - b. Provision of traffic control measures and a traffic control plan with information to provide it to the residents of Liberty Township in advance of construction activities. {00766053-1}2
  - c. Escrow for professional services in the amount of \$15,000.00 for the township engineer and \$5,000.00 for the township attorney with any unused escrow funds to be refunded to the applicant upon completion of the project.

d. A Certificate of Insurance naming Liberty Township as an additional insured. WHEREAS, If the foregoing conditions are not satisfied by the Applicant, then no permit shall issue.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Liberty, County of Warren, State of New Jersey, that the Road Opening Permit submitted by Elizabethtown Gas is hereby approved and authorized to be issued contingent upon the satisfaction by the applicant of the requirements of Chapter 88 of the Township Code and all other requirements as set forth here and above.

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

\_\_\_\_\_  
Dan Grover,  
Deputy Mayor

A motion by Wayne Spangenberg to adopt the following Resolution carried.

RESOLUTION #2022.029  
TAX REFUND

WHEREAS, The Tax Collector recommends to the Township Committee that the necessary administrative action be taken to authorize a refund to the following;

Block/Lot	Name/Address	Reason	Year	Total Refund
5-20.09	Daniel & Megan Florio 89 Marble Hill Road Great Meadows NJ 07838	Overpayment of Property Taxes	2022	\$3,609.78

NOW, THEREFORE, 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: absent - Karcher  
aye - Rogers  
aye - Grover  
aye - Spangenberg  
absent – Inscho

\_\_\_\_\_  
Dan Grover,  
Deputy Mayor

PAYMENT OF BILLS

A motion by Wayne Spangenberg to adopt the following Resolution carried.

Resolution #2022.030  
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 \$509,341.74.

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

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Dan Grover,  
Deputy Mayor

PUBLIC COMMENT

Public Comment was opened at 7:20 pm

Samantha Gallo – Ms Gallo requested authorization for Girl Scout Troop #97260 to conduct a roadside cleanup on Hill Crest Road as per the Clean Communities Program. A motion by Wayne Spangenberg granting authorization for Girl Scout Troop #97260 to conduct a roadside cleanup on Hill Crest Road as per the Clean Communities Program carried.

Larry Supp – Mr Supp requested permission to attach peaceful/wildflower signage on a pavilion post. Request was denied. Mr Supp was advised to notice said signage on a small post within the peaceful/wildflower garden.

Lisa Thomas – Ms Thomas inquired into the basis of the draft solar ordinance; asked general questions on the introduced salary ordinance; questioned the Governing Body on their knowledge of the Region Smart Development Program and ESG Score; and questioned the posting of additional COVID information links on the municipal website.

ADJOURNMENT

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

Meeting adjourned at 7:38 p.m.

Diane M Pflugfelder RMC/MMC  
Municipal Clerk/Administrator  
Minutes Approved 7 April 2022

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