

AGENDA
LIBERTY TOWNSHIP MEETING

4 May 2023
7:00 PM

Municipal Building
349 Mountain Lake Road
Great Meadows, NJ 07838

Sunshine Notice
Flag Salute
Roll Call

Reports:

New Jersey State Police
Governing Body/Mayor
Great Meadows Regional Board of Education
Municipal Committees
Environmental Commission

Adoption of Agenda
Adoption of Minutes
Meeting and Executive Session of 6 April 2023

Unfinished Business

NJDEP Bureau of Safe Drinking Water Bureau Level 2 Assessment
Liberty Township Tax Title Liens
Municipal Land Use Law – Climate Change Resilience Strategy
Dam Safety Inspection Report for Liberty Lake Dam
Registration of Rental Properties and Businesses
Cyber JIF’s Risk Management Program – Cyber Incident Response Plan
Disabled Veteran’s Tax Refund Ordinance
Tennis Court Improvements
Stormwater Maintenance Agreement – Pheasant Run
Colonial Baseball

New Business

Triathlon 2023
Stormwater Compliance Solutions

Resolutions

Warren County 2023 Auction
Proclamation: Municipal Clerk Week 2023
Proclamation: Older Americans Month 2023
2022-2023 Liquor License – JARG
NJDOT Grant FY 2024

Adoption of Bill List
Public Comment
Executive Session

Adjournment

A regularly scheduled meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 4 May 2023. The meeting was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:01 p.m.

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

Absent: Peter Karcher

Also, Present: Richard Wenner, Municipal Attorney; and, Diane M Pflugfelder, Municipal Clerk/Administrator

REPORTS

COMMITTEEPERSON SPANGENBERG

Mr. Spangenberg reported that additional lifeguards will be hired

MAYOR INSCHO

Mayor Inscho announced that the DPW is searching for part-time employee to mow grass

GREAT MEADOWS REGIONAL BOARD OF EDUCATION

Amber Gratacos – Ms. Gratacos reported that the GMRBOD budget would receive State Aid of \$1,888,000, a loss of 2.4 million ins State Aid over the past few years. The 2023-2024 budget will have no staff cuts; no increased class sizes and no program cuts. The budget remained within the 2% cap of which an average home with assessed value of \$300,00 would see a \$92 increase in their taxes.

ENVIRONMENTAL

A pre-printed report was received from the Environmental Commission for April 2023 and placed on file. Larry Supp, Environmental Chairperson, reported that an herbicide treatment was applied from the boat ramp to open water and the beach on 3 May.

13 May is the scheduled date for a bird walk at the Pequest Fish Hatchery. Rain date, 14 May

Larry Supp reported that the Environmental Commission was anticipating the expense of \$2500 from their budget for the second day of weed harvesting at Mountain Lake. They are attempting to locate a source to fund day 1, at the cost of \$3,100. They are also pursuing an ANJECT grant with \$1000 up front and a \$500 reimbursement upon completion of the weed harvesting. The Environmental Commission will continue to monitor the lily pad and milfoil growth in areas with herbicide vs. harvesting.

MS4 – Larry Supp questioned the pursuit of grant funding and identification of a program coordinator for the MS4 transition.

Bob Ballou, Mountain Lake Community Association, stated the Lake association had spent \$3,100 for lily pad removal and was monitoring the lake with drones from Warren County Community College.

RECREATION

A pre-printed report was received from the Recreation Commission for April 2023 and placed on file

MUNICIPAL TAX COLLECTOR

A pre-printed report was received from the Municipal Tax Collector for April 2023 and placed on file

APPROVAL OF MINUTES

A motion by Wayne Spangenberg to adopt the public and executive session minutes of 6 April 2023 carried.

UNFINISHED BUSINESS

NJDEP BUREAU OF SAFE DRINKING WATER BUREAU LEVEL 2 ASSESSMENT

Mayor Inscho reported that he would be meeting with the Warren County Board of Health to review paperwork on 5 May 2023

LIBERTY TOWNSHIP TAX TITLE LIENS

Tax title liens will be addressed ta the 1 June 2023 meeting

MUNICIPAL LAND USE LAW – CLIMATE CHANGE RESILIENCE STRATEGY

No report

DAM SAFETY INSPECTION REPORT FOR LIBERTY LAKE DAM

Mayor Inscho shall contact Paul Ferriero, Municipal Engineer, to discuss dam decommission schedule.

REGISTRATION OF RENTAL PROPERTIES AND BUSINESSES

It was suggested that this draft be presented to Eric Snyder, Zoning Official, for presentation to the LandUse Board

CYBER JIF’S RISK MANAGEMENT PROGRAM – CYBER INCIDENT RESPONSE PLAN

Dan Grover to investigate. No report at this time

DISABLED VETERAN’S TAX REFUND ORDINANCE

Discussion to consider reimbursement schedule for 1 June meeting

TENNIS COURT IMPROVEMENTS

It was agreed to research the availability of funds to pursue tennis courts improvements

STROMWATER MAINTENANCE AGREEMENT – PHEASANT RUN

Attorney Wenner reported that a draft agreement had neem provided to R. Geueke for her review prior to execution

COLONIAL BASEBALL

Attorney Wenner stated that he continues o await details on scheduling and maintenance details from Colonial Baseball to proceed with the drafting of an agreement

NEW BUSINESS

TRIATHLON 2023

A motion by Wayne Spangenberg approving the application for the Tri Mountain Lake Triathlon on Saturday, 15 July 2023 carried.

STORMWATER COMPLIANCE SOLUTIONS

A motion by David Rogers authorizing Mayor Inscho to execute the Agreement between Liberty Township and Stormwater Compliance Solutions, 180 Main St, Chester, NJ for 2023 NJDEP Municipal Stormwater Permit services carried.

RESOLUTIONS

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

RESOLUTION #2023.044
AUTHORIZATION TO AUCTION SURPLUS EQUIPMENT, VEHICLES, PARTS,
FURNITURE AND SUPPLIES OF THE TOWNSHIP OF LIBERTY, WARREN COUNTY
AT A PUBLIC AUCTION OF WARREN COUNTY BOARD OF CHOSEN FREEHOLDERS

WHEREAS, the Township of Liberty is presently storing various items no longer needed for public use by the municipal departments.

BE IT RESOLVED, By the Township of Liberty pursuant to the provisions of NJSA 40A:11-36, that said equipment, furniture and supplies be and the same are hereby ordered to be disposed of by Public Auction, to be held in September, 2023 at the Warren County Road Department facility, Route 519, White Township, New Jersey.

BE IT FURTHER RESOLVED That Notice of said sale shall be published by in newspapers at least seven (7) days prior to sale by the County of Warren.

BE IT FURTHER RESOLVED That all items shall be sold to the highest bidder, and the terms of the sale shall be sold as is and where is, whiteout warranty or guarantee of any kind, upon payment of the full amount, subject to al lawfully advertised terms and restriction.

BE IT FURTHER RESOLVED That the Warren County Director of Purchasing is hereby authorized and directed to perform all acts and to execute of behalf of this body, all documents required by Statute or this Resolution to effectuate said sale.

Item	
2011 GMC Sierra Truck/Red	VIN# 1GD322CL3BF162547
1995 Ford F800 Truck/Red	VIN# 1FDXF80E3SVA19764
1996 Ford F800 Truck/Green	VIN# 1FDYF80E8TVA15280
Trailer with Generator	Generator serial # RZ84166
Western Snow Plow 9ft	
Gledhill Snow Plow/Black 10 ft	
Snow Plow 10ft	

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

John Inscho,
Mayor

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

PROCLAMATION
54TH ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK
30 APRIL – 6 MAY 2023

WHEREAS, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

WHEREAS, The Office of the Municipal Clerk is the oldest among public servants, and

WHEREAS, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

WHEREAS, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

WHEREAS, The Municipal Clerk serves as the information center on functions of local government and community.

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

WHEREAS, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

NOW, THEREFORE, I, John Inscho, Mayor of Liberty Township, do recognize the week of May 5 through May 11, 2019, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Diane M Pflugfelder, and Deputy Municipal Clerk, Jennifer Breslin, and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

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

John Inscho,
Mayor

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

RESOLUTION #2023.045
OLDER AMERICANS’ MONTH - MAY 2023

WHEREAS, the month of May is traditionally designated by the U.S. Department of Health and Human Services as Older Americans Month; and

WHEREAS, the theme for Older Americans Month 2023 is “Aging Unbound” which offers an opportunity to explore diverse aging experience and discuss how communities can combat stereotypes; and

WHEREAS, Liberty Township includes countless older Americans who enrich and strengthen our community; and

WHEREAS, Liberty Township is committed to engaging and supporting older adults, their families, and caregivers; and

WHEREAS, We acknowledge the importance of taking part in activities that promote physical, mental and emotional well-being – no matter your age; and

WHEREAS, Liberty Township can enrich the lives of individuals of every age by:

- Promoting home and community-based services that support independent living;

- Involving older adults in community planning, events, and other activities; and,
- Providing opportunities for older adults to work, volunteer, learn, lead, and mentor.

NOW THEREFORE, We the Governing Body of Liberty Township does hereby proclaim May 2023 to be Older Americans Month. Residents of all ages are encouraged to take time this month to recognize and acknowledge our older citizens as vital members of our community.

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

 John Inscho,
 Mayor

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

RESOLUTION #2023.046
 ISSUANCE OF 2022-2023 LIQUOR LICENSES

BE IT RESOLVED, By the Township Committee of the Township of Liberty, County of Warren and State of New Jersey, that the following license has made application for the renewal of Plenary Retail Consumption License and having complied with all the terms of the Liberty Township Municipal Code, Chapter 39, Alcoholic Beverages; and, that this license is renewed pursuant to a 12:39 Special Ruling of 13 June 2022, Docket No. 05.22.217, be renewed for the term of one year from the first day of July 2022, to midnight, 30 June 2023;

JARG Corporation

JARG Corporation
 7 Birch Drive
 Roseland, NJ 07068
 License #2114.33.008.009
 Fee: \$871.93

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

 John Inscho,
 Mayor

NJDOT GRANT FY 2024

A motion by David Rogers to adopt the following Resolution for Danville Mountain Road carried.

RESOLUTION #2023.047
 APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A
 GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF
 TRANSPORTATION FOR THE LOCAL TRANSPORTATION PROJECT FUND

NOW, THEREFORE, BE IT RESOLVED that Governing Body of Liberty Township, formally approves the grant application for the above stated program.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to submit an electronic grant application to the New Jersey Department of Transportation on behalf of Liberty Township

BE IT FURTHER RESOLVED that Mayor and Municipal Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Liberty and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

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

John Inscho,
Mayor

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

RESOLUTION #2023.048
SALARY

WHEREAS, Salary Ordinance #2022.002 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 2023 in the amounts designated below. All salaries are retroactive to 1 January 2023 unless otherwise noted:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Summer Recreation Elyse Discafani	1 st year counselor	\$13.00/hr
Beach Staff Laura Gruener	Beach Manager/Lifeguard	17.50/hr
Sofia Lyons	2 nd year lifeguard	\$15.50/hr
Drew McBride	2 nd year lifeguard	\$15.50/hr
Kaylee Harrison	2 nd year lifeguard	\$15.50/hr
Jacob Spronz	1 st year lifeguard	\$15.00/hr
Matthew Kmetz	1 st year lifeguard	\$15.00/hr

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

John Inscho,
Mayor

PAYMENT OF BILLS

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

RESOLUTION #2023.049
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 \$1,057,296.33.

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

John Inscho,
Mayor

PUBLIC COMMENT was opened at 7:48 pm.

Amy Peters – Ms. Peters questioned the tax lien sale schedule and deposit of funds collected.

ADJOURNMENT

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

Meeting adjourned at 7:52 p.m.

Diane M Pflugfelder RMC/MMC
Municipal Clerk/Administrator
Minutes Approved 1 June 2023
