

AGENDA
LIBERTY TOWNSHIP MEETING

5 October 2023
7:00 PM

Municipal Building
349 Mountain Lake Road
Great Meadows, NJ 07838

Sunshine Notice
Flag Salute
Roll Call

Presentations:
2023 Rosenkranz Awards
2023 Community Day Prize Winners

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

Adoption of Agenda

Adoption of Public Minutes and Executive Session of 7 September 2023

Unfinished Business
NJDEP Bureau of Safe Drinking Water Bureau Level 2 Assessment
Liberty Township Tax Title Liens
Liberty Lake Dam
Employee Applications, LandUse Secretary
Award of Free Union Road Phase 4 - Contract
Public Hearing, Ordinance #2023.007 – Soil
Recreation Assistant Job Description

New Business
Resignations: Recreation Assistant and Environmental Commission Member
Introduction: Ordinance #2023.008, Capital Ordinance for Roads and Municipal Improvements
Ethics Complaint

Resolutions
Tax Refund
Recreation Commission Inactive Members

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 5 October 2023. The meeting was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:07 p.m.

Present: Mayor John Inscho; Deputy Mayor Daniel Grover; and, Pete Karcher

Absent: David Rogers; and, Wayne Spangenberg

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

PRESENTATIONS

2023 Rosenkranz Awards. The Rosenkrans Award was established in 1977 in honor of the late David Rosenkrans. David was one of the driving forces behind the establishment and success of the Liberty Township Athletics Association in the 1970's. He coached Liberty Twp Little League Baseball and Independence Twp Midget Football. David died at the young age of 36. In honor of David's dedication to athletics and academics, the Rosenkrans Ward was established. This year's recipients are:

Riley Witt. Riley has played baseball for 7 years, basketball for 4 years, and football for one year. Riley was on high honor roll for all 4 years through Middle School, as well as participating in the gifted and talented program (GATE) for 7 years at GMRSD.

Skylar Pandorf. Skylar has played soccer and basketball since kindergarten. She has also played lacrosse a few years and started track 2 years ago. She was on the honor roll throughout middle school and continues her love of sports in high school.

Thank you to our donors for their support: Cinepolis Theater, Kristina Michelle Salon, Fairview Golf Center, Marley’s Gotham Grill and Centenary Stage

Thank you to the Mt. Lake Fire Company, the Mt. Lake Ladies Auxiliary, the Community Day planning volunteers, Mt. Lake Community Association and all of the other community volunteers who have dedicated their time in planning and running events for Community Day. Also, a thank you to the Lutz Family for their sponsorship for the music that day.

Here are the winners for the prizes from Community Day.

- Julian Gonzalez - Mini golf
- Carson Savage - mini golf
- Finley Burd - mini golf
- Bradley Wilson - mini golf
- Trevor Stephany - Cinepolis
- Kaiden Johnson - Cinepolis
- Riley Schneider - Cinepolis
- Dagny Grillo- Cinepolis
- Grace Garrison - Kristina Michelle Salon
- Joshua Goodlin - Marleys Gotham Grill
- Jason Hardie - Centenary Stage

REPORTS

ENVIRONMENTAL

A pre-printed report was received from the Environmental Commission for September 2023 and placed on file.

RECREATION

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

MUNICIPAL TAX COLLECTOR

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

ADOPTION OF MINUTES

A motion by Pete Karcher to adopt the public meeting and executive session minutes of 7 September 2023 carried.

UNFINISHED BUSINESS

NJDEP BUREAU OF SAFE DRINKING WATER BUREAU LEVEL 2 ASSESSMENT.

Mayor Inscho reported that the Level 2 Assessment is in progress.

LIBERTY TOWNSHIP TAX TITLE LIENS

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

RESOLUTION #2023.079

RESOLUTION AUTHORIZING THE ACCEPTANCE OF BIDS FOR THE SALE BY ASSIGNMENT OF CERTIFICATES OF TAX SALE INCLUDING THE SUBSEQUENT MUNICIPAL LIENS ON VARIOUS PROPERTIES FOR LESS THAN FACE VALUE PURSUANT TO N.J.S.A. 54:5-114.2(B)

WHEREAS, by Resolution approved on June 1, 2023, the Governing Body authorized the Tax Collector to accept bids due on September 7, 2023, for the sale by assignment of the tax sale certificates listed in Exhibit “A” attached hereto pursuant to N.J.S.A. 54:5-114.2(b); and

WHEREAS, N.J.S.A. 54:114.2, authorizes the Governing Body to determine the amount that the municipality will accept for the sale of the tax sale certificates listed in Exhibit “A” that is lower than the total amount due; and

WHEREAS on September 7, 2023, the Governing Body received bids for the sale of the certificated listed in Exhibit “A” in the amounts set forth in the attached Exhibit “A” by the bidders set forth in the attached Exhibit “A”; and

WHEREAS, Liberty Township did post the Notice of Solicitation of Bids for the Purchase of Tax Sale Certificates for Less than Face Value in multiple locations throughout Liberty Township; and

WHEREAS, Liberty Township did receive 14 sealed bids and these sealed bids were opened by Attorney Wenner at a public meeting of the Liberty Township Governing Body as advertised on Thursday, 7 September 2023;

WHEREAS, the Liberty Township Governing Body reserves the right to accept or reject any bid; and did determine the bids to be accepted; and

WHEREAS, the Liberty Township Governing Body did post Notice of Assignment of Tax Sale Certificates against Multiple Properties in Liberty Township setting forth the names of the bidders and amounts of accepted bids throughout Liberty Township, as well as, publication in the Express Times-NJ Zone, the official newspaper of Liberty Township, for the tax sale certificates listed in the attached Exhibit “A”; and

WHEREAS, the bidders listed on the attached Exhibit “A” submitted bids in the amounts listed on Exhibit “A”; and

WHEREAS, Certificates 16-00005 and 16-00006 in the aggregate amount of \$10,824.20 have since been redeemed by the property owner; and

WHEREAS, it is in the best interest of Liberty Township to accept the bids listed in Exhibit “A”, and sell by assignment the tax sale certificates listed in Exhibit “A”.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Liberty Township Tax Collector is hereby authorized to accept the bids as set forth in the attached Exhibit “A” and to issue assignment certificates for the parcels listed in Exhibit “A”.
2. The Liberty Township Governing Body accepted the bids submitted by the bidders and in the amounts as set forth in the attached Exhibit “A” for the sale by assignment pursuant to N.J.S.A. 54:5-114.2(b) for the tax sale certificates identified in Exhibit “A”.
3. Upon payment of the sale amount, each tax sale certificate shall be assigned to the accepted bidder without representation or warranty.
4. The Tax Collector is authorized to close the sale of the certificates listed in the attached Exhibit “A” by November 3rd, 2023, and is authorized to take such other action as may be necessary to accomplish the purpose of this resolution.
5. Upon payment of Consideration for the certificates listed in Exhibit “A”, the Tax Collector shall execute the assignment of the certificates listed in Exhibit “A”.
6. Assignment does not convey title, the individuals who are awarded the receipt of sealed bids must maintain property taxes on said property effective 1 October 2023 to hold the priority interest in said property.
7. It is the responsibility of the individual awarded the sale of said tax sale certificates to begin the foreclosure process on said property.

CERTIFICATE NO.	PROPERTY ADDRESS	BLOCK	LOT	SUCCESSFUL BIDDER	AMOUNT OF BID ACCEPTED
11-00017	11 FAR VIEW ROAD	3	4	DANIEL TWIST	\$400.00
11-00019	HOPE ROAD	5	16.05	JOHN ZSILAVETZ	\$600.00
07-00623	8 QUENBY MOUNTAIN ROAD	11	14.08	JOHN ZSILAVETZ	\$2,200
90-00398	445 US ROUTE 46	12	8	JOHN ZSILAVETZ	\$1,050.00
92-00457	24 SPRING HILL LANE	21.02	20.15	JOHN ZSILAVETZ	\$1,200
09-00003	278 MOUNTAIN LAKE ROAD	22	27	RONALD W. PETERSEN	\$5,125.00

92-00455	OAK LANE	27	7.01	MATTHEW G. LEMIEUX and SHARON M. LEMIEUX	\$4,685.42
92-00456	UNKNOWN	51	1.01	JOHN ZSILAVETZ	\$3,000.00
10-00041	164 LAKESIDE DRIVE WEST	61	64.02	JOSEPH PETERS	\$5,500.00
14-00011	178 LAKESIDE DRIVE WEST	61	67	AMY L. PETERS	\$250.00
21-00003	5 WOOD ROAD	61	76.04	JOSEPH PETERS	\$250.00

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

 John Inscho,
 Mayor

LIBERTY LAKE DAM

Mayor Inscho stated that decommission of the dam is in progress

EMPLOYEE APPLICATIONS (LANDUSE SECRETARY)

Mayor Inscho stated that he was in receipt of an application to fulfill the LandUse Secretary position.

AWARD OF FREE UNION ROAD PHASE 4 – CONTRACT

Contracts, Performance/Labor and Material Bonds, Insurance Certificate and an executed Form AA-201 were received from Tilcon New York Inc for Free Union Road Improvements, Section 4 Paving. A motion by Dan Grover authorizing Mayor Inscho to execute the contract between Liberty Township and Tilcon New York Inc for Free Union Road Improvements, Section 4 Paving in the amount of \$149,149.00 carried

PUBLIC HEARING, ORDINANCE #2023.007 – SOIL

A motion by Mayor Inscho to open public hearing carried. With the cancellation of the September LandUse meeting there is no comment from the Liberty Township LandUse Board on the consideration of adoption for this Ordinance. A motion by Dan Grover to close the Public Hearing until comment is received from the Liberty Township LandUse Board carried.

RECREATION ASSISTANT JOB DESCRIPTION

Mayor Inscho reported that he and Wayne Spangenberg continue to review the Recreation Assistant job description.

NEW BUSINESS

RESIGNATIONS: RECREATION ASSISTANT AND ENVIRONMENTAL COMMISSION MEMBER

A letter of 22 September 2023 was received from Richard Larsen with his resignation from the Environmental Commission, expiration of term 31 December 2025. With regret Mayor Inscho accepted the resignation of Richard Larsen from the Environmental Commission

INTRODUCTION: ORDINANCE #2023.008,

CAPITAL ORDINANCE FOR ROADS AND MUNICIPAL IMPROVEMENTS

A motion by Dan Grover to introduce Ordinance #2023.008 on First Reading carried. Public Hearing and consideration of adoption are scheduled for 2 November 2023.

ORDINACNE #2023.008

CAPITAL ORDINANCE PROVIDING FOR ROAD AND MUNICIPAL IMPROVEMENTS IN THE TOWNSHIP OF LIBERTY, COUNTY OF WARREN, STATE OF NEW JERSEY APPROPRIATING THE AMOUNT OF \$80,000.00 FROM THE CAPITAL IMPROVEMENT FUND.

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 \$80,000.00, fully funded by the Capital Improvement Fund, for the improvement of roads and municipal building 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 the 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.

ETHICS COMPLAINT

A letter of 18 September 2023 was received from John Paff, Punta Gorda, FL regarding Ethics complaint against twelve Liberty Township Local Government Officers who had not filed a 2023 Financial Disclosure Statement with the Local Finance Board. Mayor Inscho reported that the issue will be addressed

RESOLUTIONS

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

**RESOLUTION #2023.080
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
11-9.01-Q2201	John & Alison DeMarco Quenby Mountain Rd. Great Meadows NJ 07838	Overpayment of Property Taxes	2023-2024	\$1,877.02

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

John Inscho,
Mayor

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

**RESOLUTION #2023.081
INACTIVE RECREATION COMMISSION MEMBERS**

WHEREAS Liberty Township Established a Recreation Commissioners Board with Chapter 26 of the Municipal Code; and

WHEREAS §26-2 TERMS OF OFFICE AND VACANCIES; COMPENSATION; ALTERNATE MEMBERS stating, “The Mayor, with the advice and consent of the Township Committee, shall appoint seven residents of the township as members of the Board of Recreation Commissioners. The commissioners first appointed shall serve for terms of one, two, three, four and five years respectively. Thereafter all appointment shall be for terms of five years, and vacancies shall be filled for unexpired terms only. The members shall serve until their respective successor are appointed and qualify”; and

WHEREAS §26-5 MEETING; ATTENDANCE “Regular meetings of the Board of Recreation Commissioners shall be held monthly. Special meetings shall be held at the call of the Chairman or, in his absence or disability, at the call of the vice chairman; provided, however, that a meeting shall be called upon the written request of two members of the Board of Recreation Commissioners. At least 48 hours’ notice of any such meeting shall be given to all members and to the public in accordance with NJSA 10:4-6 et seq. At all meetings, a quorum shall consist of a majority of the members of the Board of Recreation Commissioners. Any member who does not attend ¾ of the meetings for any calendar year may be discharged from the committee by Resolution of the Township Committee, and, in this event, a successor member shall be appointed to serve for his unexpired term”; and

WHEREAS, Jennifer Duncan was appointed to the Liberty Township Recreation Commission January 2022 with expiration of term 31 December 2024; and

WHEREAS, Jennifer Duncan attended 1 meeting in the 8 meetings held during the calendar year 2022(12.5 %); and

WHEREAS, Jennifer Duncan attended 2 meetings in the 8 meetings held to date in 2023 (25%) year; and

WHEREAS, Aaron Feldman was appointed to the Liberty Township Recreation Commission January 2021 with expiration of term 31 December 2025; and

WHEREAS, Aaron Feldman attended 3 meetings in the 8 meetings held during the calendar year 2022 (38%); and

WHEREAS, Aaron Feldman attended 3 meetings in the 8 meetings held to date in 2023 year (38%); and

BE IT RESOLVED that as per §26-5 MEETING; ATTENDANCE, that Jennifer Duncan and Aaron Feldman shall be discharged from the Liberty Township Recreation Commission by the adoption of this Resolution of the Governing Body on this date, 5 October 2023. A successor member shall be appointed to serve for these unexpired terms at the pleasure of the Mayor and Govering Body.

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

John Inscho,
Mayor

PAYMENT OF BILLS

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

RESOLUTION #2023.082
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 \$488,776.30.

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

John Inscho,
Mayor

PUBLIC COMMENT was opened at 7:28 pm.

Carrie Gajda – Ms. Gajda questioned why Mayor Inscho did not acknowledge her letter of resignation as the Recreation Assistant. He accepted her resignation with deepest regret.

ADJOURNMENT

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

Meeting adjourned at 7:31 pm.

Diane M Pflugfelder RMC/MMC
Municipal Clerk/Administrator
Minutes Approved 2 November 2023