

AGENDA  
LIBERTY TOWNSHIP MEETING

1 August 2024  
7:00 pm - Meeting

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

Adoption of Agenda

Adoption of Minutes

Governing Body Meeting 11 July 2024

Unfinished Business

Recreation Assistant Job Description  
Tree Ordinance as per MS4  
National Flood Insurance Program – Community Assistance Visit (CAV)  
Hope Township 2015-2016 Request for Costs Due  
Lead Testing of Rental Units, New Jersey PL 2021, c 182  
Lake Just-It Road – Jenny Jump Avenue Potential Land Acquisition  
Updated Stormwater Management Ordinance  
Cybersecurity Technology Policy  
Liberty Lake Dam Removal Project Draft  
Belvidere Shared Court Proposal 2025-2029  
Status of Paper Roads Around Lake

New Business

Amended Contract: Party Perfect  
Community Day Poster  
Comcast of Northwest New Jersey

Resolutions

Urging to Support Online Legal Notices  
Salary: LandUse Administrator  
Bills List

Public Comment

Executive Session

Hillcrest Road Damage @ Block 11, Lot 6 and Block 21.02. Lot 20.06

Adjournment

A regularly scheduled meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 1 August 2024. The meeting was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:04 pm.

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

Absent: Wayne Spangenberg

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

ADOPTION OF MINUTES

A motion by David Rogers to adopt the minutes of 11 July 2024 carried. John Inscho abstained.

EXECUTIVE SESSION

At 7:05 pm a motion by John Inscho to adopt the following Resolution carried.

RESOLUTION #2024.064

*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 Governing Body 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.

- ✓ Potential Litigation – Hill Crest Road Damage @ Block 11, Lot 6 and Block 21.02, Lot 20.06

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

Vote: aye - Karcher

aye - Rogers

absent - Spangenberg

aye - Grover

aye - Inscho

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John Inscho,

Mayor

At 7:20 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. No action to follow.

REPORTS

SHANNON SCHAAF – Ms. Shaaf reported that the next Great Meadows Regional Board of Education Meeting will be held 22 August 2024. The 2024-2025 tax levy will increase by \$290,000.

DAN GROVER – Mr. Grover presented a draft tree ordinance for the Governing Body members to review and be prepared to discuss at the September meeting.

JOHN INSCHO – Mayor Inscho thanked that DPW for their service cleaning up the July storm debris on roads

ENVIRONMENTAL

A pre-printed report was received from the Environmental Commission Secretary for July 2024 and placed on file.

UNFINISHED BUSINESS

RECREATION ASSISTANT JOB DESCRIPTION

Mayor Inscho stated this issue is on hold

TREE ORDINANCE AS PER MS4

Prior action by Dan Grover

NATIONAL FLOOD INSURANCE PROGRAM – COMMUNITY ASSISTANCE VISIT (CAV)

Mayor Inscho reported that CP Engineers has an employee on staff to cover our National Flood Insurance Program needs

HOPE TOWNSHIP 2015-2016 REQUEST FOR COSTS DUE

A letter of 20 March 2024 was received from Hope Township with a 2017 voucher for a final report conducted by their Auditor, Anthony Ardito, in connection with 2015-2016 court costs. Mayor Inscho reported there is no action on this issue

LEAD TESTING OF RENTAL UNITS, NEW JERSEY PL 2021, c 182

The Governing Body reviewed a listing of lead abatement companies referenced by neighboring municipalities and requested that this list be expanded to include service fees.

LAKE JUST-IT ROAD – JENNY JUMP AVENUE POTENTIAL LAND ACQUISITION

Mayor Inscho advised that Liberty Township will be paving Lake Just-It Road as initially planned and revisit the road width at a future date

UPDATED STORMWATER MANAGEMENT ORDINANCE

No action

CYBERSECURITY TECHNOLOGY POLICY

To date 5 of 11 individuals with libertytownship.org email addresses have completed the D2Cybersecurity training. The Municipal Clerk has been directed to continue pursuing D2Cyber staff to address outstanding questions regarding training and sample policy documents.

LIBERTY LAKE DAM REMOVAL PROJECT DRAFT

A draft report dated, January 2024 was received from Paul Ferriero of Boswell Engineering, Chester, NJ. Mayor Inscho requested that the Governing Body members review the draft for discussion at the September meeting.

BELVIDERE SHARED COURT PROPOSAL 2025-2029

A letter of 6 June 2024 presented to Liberty Township with a proposed five-year agreement between the Townships of Belvidere and Liberty for a Shared Court System from 2025 through 2029. The Agreement proposes a two-percent (2%) annual increase for each year of the agreement. A motion by John Inscho authorizing the mayor to execute said Agreement carried.

STATUS OF PAPER ROADS AROUND LAKE

An inquiry of 8 July 2024 was received from Kathy Dossena in regard to the status of paper roads around Mountain Lake East. An inventory of Liberty Township paper roads with highlighted maps were distributed to the Governing Body for investigation. A motion by Mayor Inscho at 7:32pm to open the public discussion on paper roads carried. Comments received;

- Some paper roads include lake access, some do not
- Some paper roads are drainage (eg: Lakeside Drive North)
- Concern was expressed that some paper roads are deeded access. Attorney Wenner advised that deeded lake access is a separate issue from paper roads
- Mayor Inscho advised that kayak storage will be monitored on municipal property

NEW BUSINESS

AMENDED CONTRACT PARTY PERFECT

A motion by Mayor Inscho to adopt the amended Contract between Liberty Township and Party Perfect as proposed by the Liberty Township Insurance carrier, pending Attorney review, carried.

COMMUNITY DAY POSTER

A motion by Dan Grover to adopt the proposed Community Day 2024 poster carried.

COMCAST OF NORTHWEST NEW JERSEY

The request of Comcast Northwest New Jersey for confidential treatment of proprietary information in the filing made pursuant to NJAC 14:18-13.3 et seq and NJAC 14:18-11.9 was shared with Attorney Wenner for legal review and comment.

RESOLUTIONS

No action was taken on the Resolution Urging Support of Online Notices.

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

RESOLUTION #2024.065  
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 Governing Body of the Township of Liberty, Warren County that the following named employee(s) shall be compensated for the year 2024 in the amounts designated below. All salaries are retroactive to 1 January 2024 unless otherwise noted:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Amber Gratacos	LandUse Administrator	6,000.00 annual Effective 1 August 2024
Joel Meixsell	Assistant DPW Supervisor	30.00/hour Effective 1 August 2024

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

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John Inscho,  
Mayor

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

RESOLUTION #2024.066  
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 \$1,060,036.36

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

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John Inscho,  
Mayor

PUBLIC COMMENT was opened at 7:44 pm

Larry Supp – Mr. Supp presented a report from the Environmental Commission;

1. Blue/Green algae monitor has been obtained. Numbers have elevated but appear to be stabilized at this time.
2. He presented signage for the lifeguard shack advising them of what to look for in HAB and their appropriate response to the sighting
3. Mr Supp advised the Governing Body that the Environmental Commission wants to be involved with the Liberty Lake dam decommission.
4. Mountain Lake appears clear around the dock and swimming area this season. There are some weeds present but they are not a hazard to boat propellers. The herbicide treatments prohibit weed growth as compared to cutting which feeds HAB.

Joe Thomas – Mr Thomas invited members of the governing body to join Mountain Lake Fire Company for a private reception following Community Day events at 11 Lakeside Drive for a 75<sup>th</sup> Anniversary Celebration. He also advised that 7 August is their official 75<sup>th</sup> Anniversary date.

ADJOURNMENT

There being no further business, a motion by Mayor Inscho to adjourn the meeting carried.  
Meeting adjourned at 7:56 p.m.

Diane M Pflugfelder RMC/MMC  
Municipal Clerk/Administrator  
Minutes Approved 5 September 2024

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