

AGENDA  
LIBERTY TOWNSHIP MEETING

1 February 2024  
6:00 pm – Budget Workshop  
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

Meeting 4 January 2024

Unfinished Business

2024 Appointments  
Appointment to the Environmental Commission, (vacated by Larsen) expiration of term 31 Dec 2025  
Appointment to Environmental Commission, Alternate #1, expiration of term 31 December 2024  
Appointment to Environmental Commission, Alternate #2, expiration of term 31 December 2024  
Appointment of LandUse Board, Alternate #2, expiration of term 31 December 2024  
Appointment of LandUse Board, Alternate #3, expiration of term 31 December 2025  
Appointment of LandUse Board, Alternate #4, expiration of term 31 December 2025  
Appointment to the Open Space Advisory Committee, expiration of term 31 December 2025  
Appointment to the Recreation Commission, Alternate #2, expirations of term 31 December 2024  
2024 Liberty Township Impound Facility

NJDEP Bureau of Safe Drinking Water Bureau Level 2 Assessment  
Liberty Lake Dam  
Recreation Assistant Job Description  
Employee Applications, LandUse Secretary and Recreation Assistant  
Ethics Complaint

New Business

Introduction Ordinance #2024.001 - COLA  
Warren County Mosquito Commission 2024 Agreement  
Stormwater Compliance Solutions 2024 Proposal

Resolutions

Local Recreation Improvement Grant  
Bills List

Public Comment  
Executive Session

Adjournment

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A special advertised Budget workshop of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 1 February 2024. The Budget workshop was opened by Mayor John Inscho at 6:05 p.m.

Present: Mayor John Inscho; Deputy Mayor Daniel Grover; Peter Karcher (arrived at 6:22 pm); David Rogers; and Wayne Spangenberg

Also, Present: Jennifer Breslin, CFO/Deputy Municipal Clerk; and, Diane M Pflugfelder, Municipal Clerk/Administrator

Discussion ensued on the following;

- ✓ This is last year of five to make \$50,000 payment for Fire Truck donation
- ✓ Tennis Court/Beach Shack grant application
- ✓ DPW Wash Bay
- ✓ DPW tractor with side mount purchase
- ✓ Danville Mountain Road paving
- ✓ OEM laptop purchase
- ✓ Mountain Lake treatment options
- ✓ Community Day expenses
- ✓ Beach sand

This workshop concluded at 6:52 pm.

A regularly scheduled meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 1 February 2024. The meeting was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:03 p.m.

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

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

A Moment of Silence for Ed Gallagher, Past Chief of Mountain Lake Fire Company

REPORTS

MAYOR INSCHO presented concerns over the repeated incidents where residents are snow plowing the snow across or onto the public road. It was suggested that the DPW take photos to identify the location/residence and follow a procedure of public education via website and newsletter explaining the functionality of salt; distributing a warning letter (both regular USPS and certified); then, have the zoning office issue a summons.

DAVID ROGERS reported that the Mountain Lake sub-committee would be meeting to discuss lake treatment options for 2024

DAN GROVER stated that a Liberty School walk through was scheduled for next month. Joe Thomas, as a representative of Mountain Lake Fire, was invited to join the walk through. Mr. Thomas reported that there was no lock box on the Liberty School and the fire company had no access.

DEPARTMENT OF PUBLIC WORKS – Jeff Snyder reported that three trucks and the loader went down in the 5 January snow storm. We have had 3 storms to date and spread 250 tons of salt. Dead tree complaints have increased and are investigated by DPW and the Zoning Official with the tax map to measure from centerline. 18 trees were removed on municipal right-of-ways in 2023 at the cost of \$12,225.

Shannon Schaaf suggested that the Environmental Commission establish a Community Management Forestry Plan and/or the Governing Body contact Senator Doug Steinhardt for proactive assistance.

GREAT MEADOWS REGIONAL BOARD OF EDUCATION – Shannon Schaaf stated that the next Board of Education meeting will be held on 22 February at 7 pm to review the regionalization data.

ADOPTION OF MINUTES

A motion by Dan Grover to adopt the meeting minutes of 4 January 2024 carried.

UNFINISHED BUSINESS

2024 APPOINTMENTS

No appointments made

NJDEP BUREAU OF SAFE DRINKING WATER BUREAU LEVEL 2 ASSESSMENT.

Mayor Inscho reported that the Level 2 Assessment is in progress. He stated that this item can be taken off the agenda – it’s gone.

DAM SAFETY INSPECTION REPORT FOR LIBERTY LAKE DAM

Invoice #103199 was received from Ferriero Engineering, Inc for dam breach analysis, plans and design from 5 through 21 December at the cost of \$11,130.00. Mayor reported that a meeting is scheduled with Paul Ferriero to discuss this billing.

RECREATION ASSISTANT JOB DESCRIPTION

Mayor reported that a draft job description for Recreation Assistant was received from the Recreation Commission with input from Jenn Breslin and Diane Pflugfelder for the Governing Body review

EMPLOYEE APPLICANTS FOR LANDUSE SECRETARY AND RECRETION ASSISTANT

Mayor reported that he is working on it

ETHICS COMPLAINT

Attorney Wenner reported that an answer to the complaint received from John Paff has been filed. A motion by Wayne Spangenberg to introduce Ordinance #2024.002 on First Reading carried. Public Hearing and consideration of adoption are scheduled for 7 March 2024.

ORDINANCE #2024.002

**ORDINANCE OF THE TOWNSHIP OF LIBERTY, COUNTY OF WARREN, STATE OF NEW JERSEY  
AMENDING AND SUPPLEMENTING THE TOWNSHIP CODE TO DELETE IN ITS ENTIRETY  
CHAPTER 10A, “ETHICS, CODE OF,” AND TO TRANSFER THE JURISDICTION ORIGINALLY  
AFFORDED TO THE LOCAL ETHICS BOARD TO THE LOCAL FINANCE BOARD OF THE NEW  
JERSEY DEPARTMENT OF COMMUNITY AFFAIRS, DIVISION OF LOCAL GOVERNMENT  
SERVICES**

WHEREAS, the Township of Liberty, County of Warren, State of New Jersey, enacted Ordinance No. 3-90 on March 5, 1990, which created the Local Ethics Board; and

WHEREAS, the Township has been unable to fill the Board with adequate number of members to effectuate its purpose; and

WHEREAS, the Township believes that it is in the best interest of the Township and its residents that the Local Ethics Board be dissolved and its jurisdiction be transferred over to the Local Finance Board.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Liberty, County of Warren, State of New Jersey that the Township Code be amended and supplemented to delete Chapter 10A entitled "Ethics, Code Of" in its entirety and transfer the jurisdiction originally afforded to the Local Ethics Board to the Local Finance Board of the New Jersey Department of Community Affairs, Division of Local Government Services.

SECTION I:

Chapter 10A is hereby deleted in its entirety.

SECTION II:

All Ordinances or parts of Ordinances inconsistent with the provisions of this Ordinance are hereby repealed to the extent necessary to remedy the inconsistency.

SECTION III:

In the event any section, paragraph, subdivision, clause, or provision of this Ordinance shall be adjudged invalid, such adjudication shall only apply to that section, paragraph, subdivision, clause, or provision so adjudged, and the remainder of this Ordinance shall be deemed to be valid and effective.

SECTION IV:

This Ordinance shall take effect immediately upon its final passage and publication as provided by law.

NEW BUSINESS

ORDINANCE #2024.001 - A motion by Dan Grover to introduce Ordinance #2024.001 on First Reading carried. Public Hearing and consideration of adoption are scheduled for 7 March 2024.

ORDINANCE #2024.001  
CALENDAR YEAR 2024  
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS  
AND TO ESTABLISH A CAP BANK (NJS 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, NJS 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, NJS 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Governing Body of the Township of Liberty in the County of Warren finds it advisable and necessary to increase its CY 2023 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the Governing Body hereby determines that a 2.5% increase in the budget for said year, amounting to \$32,066.68 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS the Governing Body hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

THEREFORE BE IT ORDAINED, by the Governing Body of the Township of Liberty, in the County of Warren, a majority of the full authorized membership of this Governing Body affirmatively concurring, that, in the CY 2024 budget year, the final appropriations of the Township of Liberty shall, in accordance with this ordinance and NJSA 40A:4-45.14, be increased by 3.5%, amounting to \$44,893.63 and that the CY 2024 municipal budget for the Township of Liberty be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within five days of introduction; and,

BE IT FURTHER ORDAINED that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within five days after such adoption.

**WARREN COUNTY MOSQUITO COMMISSION 2024 AGREEMENT**

A motion by Dan Grover authorizing Mayor Inscho to execute the 2024 Warren County Mosquito Commission Agreement carried.

**STORMWATER COMPLIANCE SOLUTIONS 2024 PROPOSAL**

Following review of the Stormwater Compliance Solutions 2024 Proposal no action was taken.

**RESOLUTIONS**

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

**RESOLUTION #2024.022**

**LOCAL RECREATION IMPROVEMENT GRANT APPLICATION FOR LIBERTY TOWNSHIP**

*WHEREAS*, the Township of Liberty desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$200,000.00 to carry out a project to resurface tennis court & update equipment, and renovate beach shack at Mountain Lake Beach. Grant request is for 75% with a local match of 25%.

*NOW, THEREFORE, BE IT RESOLVED* by the Governing Body of the Township of Liberty, Warren County, State of New Jersey, does hereby authorize the application for such a grant; and, recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Township or Liberty and the New Jersey Department of Community Affairs.

*BE IT FURTHER RESOLVED*, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

Signature: \_\_\_\_\_  
John E. Inscho, Mayor

Signature: \_\_\_\_\_  
Jennifer Breslin, Chief Financial Officer

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

\_\_\_\_\_  
John Inscho,  
Mayor

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

Resolution #2024.023  
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 \$1,216,769.55.

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

\_\_\_\_\_  
John Inscho,  
Mayor

PUBLIC COMMENT was opened at 7:30 pm.

Lisa Thomas – Ms. Thomas questioned what Stormwater Compliance Solutions was. She also reported that mold and mildew smells have been detected in the Liberty School

Shanno Schaaf – Ms. Schaff inquired if there would be 2024 Recreation programs. She requested authorization to advertise for spring soccer at the cost of \$20 for K clinic and \$70 for grades 1-8. Fees would incur all new uniforms; Shannon would coordinate with the Independence Recreation Assistant; and, Shannon would contact Carrie Gajda (past Recreation Assistant) to gain access to the Team Snap program. Ms. Schaaf was given authorization to proceed with the spring soccer program under the three conditions she proposed.

ADJOURNMENT

There being no further business, a motion by Mayor Inscho to adjourn the meeting carried.  
Meeting adjourned at 7:37 p.m.

Diane M Pflugfelder RMC/MMC  
Municipal Clerk/Administrator  
Minutes Approved 7 March 2024

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