

AGENDA
LIBERTY TOWNSHIP SPECIAL MEETING

10 April 2024
7:00 pm – Special 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
 Recreation: Summer Recreation Flyer, Head Counselor Appointment
 Recreation: Mountain Lake Beach
 Recreation: Community Day Party Perfect Contract
 Recreation: Community Day Fireworks Contract

Adoption of Agenda

Adoption of Minutes

Governing Body Meeting and Executive Session 7 March 2024

Unfinished Business

2024 Appointments
Appointment of Municipal Engineer, David Clark, CP Engineers
Appointment to 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 Open Space Advisory Committee, expiration of term 31 December 2025
Appointment to Recreation Commission, Alternate #2, expirations of term 31 December 2024

Liberty Lake Dam Billing
Recreation Assistant Job Description
Employee Application Recreation Assistant
Ethics Complaint
Public Hearing Ordinance #2024.003 – Snow in the Road
Stormwater Compliance Solutions 2024 Proposal
2024 Budget Amendment Resolution and Adoption
Health & Safety Concern – 164 Lakeside Drive West
Tree Ordinance as per MS4

New Business

National Flood Insurance Program – Community Assistance Visit (CAV)
TRI Mountain Lake Sprint Triathlon 2024
Hope Township 2015-2016 Request for Costs Due
New Jersey Highlands Water Protection Plan Conformance Grant

Resolutions

2024 Salary
Appointment of Municipal Court Judge of the Municipal Court of Liberty Township
Governor’s Council on Alcoholism and Drug Abuse
Tax Lien Refund
Older Americans Month 2024
Mountain Lake Fire Company Raffle Application
Bills List

Public Comment
Executive Session
Adjournment

A special, advertised meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 10 April 2024. The meeting was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:05 p.m.

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

Absent: Peter Karcher

Also, Present: Wade Baldwin, Municipal Attorney; John Mooney, Municipal Auditor; Jennifer Breslin, CFO; and, Diane M Pflugfelder, Municipal Clerk/Administrator

REPORTS

WAYNE SPANGENBERG reported that Community Day 2024 is on point with a budget overrun of \$150.00. He requested the readvertisement of the Recreation Assistant position in the newspapers as well as local schools.

DAVID ROGERS stated that the Mountain Lake sub-committee continues to investigate weed treatment options for effectiveness and fiscal responsibility. Mayor stated that this topic shall be discussed further at 25 April workshop

JOHN INSCHO informed those present of his trip to the Great Meadows Regional Middle school to visit the newly remodeled cafeteria. Mayor stated that renovations were completed with COVID funding and not at tax payer expense. He also stated that he and Dan Grover would be meeting with Paul Ferriero next Tuesday, 16 April 2024, to review contracts and billing.

RECREATION

A motion by Dan Grover to adopt the proposed 2024 Summer Recreation flyer carried.

2024 BUDGET

A motion by Wayne Spangenberg to adopt the 2024 Budget Amendment Resolution carried.

RESOLUTION #2024.035

RESOLUTION TO AMEND INTRODUCED BUDGET

WHEREAS, the local municipal budget for the year 2024 was approved on the 7 of March 2024; and

WHEREAS, the public hearing on said budget has been held as advertised; and

WHEREAS, it is desired to amend said approved budget.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Liberty, County of Warren, that the following amendments to the approved budget of 2024 be made:

	FROM	TO
E. Deferred Charges and Statutory Expenditures- Municipal		
Within "CAPS" STATUTORY EXPENDITURES		
Public Employees' Retirement System	\$52,565.00	\$ 52,665.00
Defined Contribution Retirement Program	<u>100.00</u>	<u>—</u>
Total Deferred Charges and Statutory		
Expenditures Within "CAPS"	<u>92,565.00</u>	<u>92,565.00</u>

BE IT FURTHER RESOLVED, that three certified copies of this resolution be filed forthwith in the Office of the Director of Local Government Services for their certification of the local municipal budget so amended.

BE IT FURTHER RESOLVED, that a public hearing on said amendment is to be held at the Municipal Building on 4 April at 7:00 PM.

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

 John Inscho,
 Mayor

A motion by Wayne Spangenberg to open the public hearing and to adopt the 2024 Municipal Budget carried.

2024 Municipal Budget

of the TOWNSHIP of LIBERTY County of
WARREN for the fiscal year 2024.

Revenue and Appropriations Summaries

Summary of Revenues	Anticipated	
	2024	2023
1. Surplus	623,727.83	605,000.00
2. Total Miscellaneous Revenues	446,352.97	480,221.03
3. Receipts from Delinquent Taxes	105,000.00	122,000.00
4. a) Local Tax for Municipal Purposes	1,014,388.66	978,123.74
b) Addition to Local School District Tax		
c) Minimum Library Tax		
Tot Amt to be Rsd by Taxes for Sup of Muni Bnd	1,014,388.66	978,123.74
Total General Revenues	2,189,469.46	2,185,344.77

Summary of Appropriations	2024 Budget	Final 2023 Budget
1. Operating Expenses: Salaries & Wages	481,429.00	479,120.00
Other Expenses	845,475.46	924,747.77
2. Deferred Charges & Other Appropriations	92,565.00	91,477.00
3. Capital Improvements	150,000.00	70,000.00
4. Debt Service (Include for School Purposes)		
5. Reserve for Uncollected Taxes	620,000.00	620,000.00
Total General Appropriations	2,189,469.46	2,185,344.77
Total Number of Employees	12	12

Notice is hereby given that the budget and tax resolution was approved by the COMMITTEEPERSONS of the TOWNSHIP of LIBERTY, County of WARREN on MARCH 7, 2024.

A hearing on the budget and tax resolution will be held at Municipal Building, on April 4, 2024 at 7 o'clock PM at which time and place objections to the Budget and Tax Resolution for the year 2024 may be presented by taxpayers or other interested parties.

Copies of the budget are available in the office of Municipal Clerk at the Municipal Building, 349 Mountain Lake Road, Great Meadows, New Jersey, 07838 during the hours of 8:30 AM to 3:30 PM.

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

RECREATION

COMMUNITY DAY CONTRACTS – A motion by Wayne Spangenberg authorizing the mayor to execute the contract for Party Perfect Rentals, 312 Squankum Yellowbrook Road, Farmingdale, NJ at the cost of \$4,129.15 and Garden State Fireworks, Inc, PO Box 403, Carlton Road, Millington, NJ at the cost of \$9,000, pending Attorney review, carried.

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

RESOLUTION #2024.037
2024 COMMUNITY DAY FIREWORKS EVENT

WHEREAS, Liberty Township Recreation Commission has scheduled a Community Day Fireworks Event for 17 August 2024, rain date 18 August 2024, to be held on the municipal property located at Block 52, Lot 42, 137 Lakeside Drive West; and

WHEREAS, it is desired that the Township sponsor fireworks display for the entertainment of the residents during the Community Day event; and

WHEREAS, the Mountain Lake Fire Company will be in attendance.

BE IT RESOLVED, By the Governing Body of the Township of Liberty, Warren County, New Jersey that the Township of Liberty Governing Body hereby grants permission for and agrees to sponsor a display for fireworks to be performed by Garden State Fireworks, The Santore Bros. World Champions, PO Box 403, Carlton Road, Millington, NJ 07946, telephone number 908.647.1086, on 17 August 2024, rain date 18 August 2024, provided that Garden State Fireworks, The Santore Bros. World Champions provide the Township of Liberty with a Certificate of Insurance naming the municipality as additionally insured in a form acceptable to the Municipal Attorney.

BE IT FURTHER RESOLVED, By the Governing Body of the Township of Liberty, Warren County, New Jersey that the Township of Liberty Governing Body waives all liability for any municipal structure located upon the beach area of Block 52, Lot 42 which is situated within the fallout zone of the 2024 fireworks display area

BE IT FURTHER RESOLVED, That a true copy of this Resolution shall be forwarded to the New Jersey Division of Fire Safety.

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

John Inscho,
Mayor

ADOPTION OF MINUTES

A motion by Dan Grover to adopt the meeting and executive session minutes of 7 March 2024 carried.

2024 APPOINTMENTS

Mayor Inscho appointed Nick Fania as LandUse Board, Alternate #2, expiration of term 31 December 2024.

UNFINISHED BUSINESS

LIBERTY LAKE DAM BILLING

Mayor stated that this discussion would be carried to 25 April workshop. No action taken

RECREATION ASSISTANT JOB DESCRIPTION

No action taken

EMPLOYEE APPLICATION RECREATION ASSISTANT

Municipal Clerk was directed to readvertise this position.

ETHICS COMPLAINT

Mayor stated that this issue has been taken care of.

ORDINANCE #2024.003 - PUBLIC HEARING - A motion by Dan Grover to open public hearing carried. A motion by Dan Grover to adopt the following Resolution carried.

RESOLUTION #2024.038
ADOPTION OF ORDINANCE # 2024.003

WHEREAS, said Ordinance entitled “Ordinance of the Township of Liberty, County of Warren, State of New Jersey, Amending and Supplementing Article III Entitled “Parking, Standing, and Stopping” of Chapter 100 – Vehicles and Traffic – to Create Chapter 100-22.2 Entitled “Placing Snow on Plowed Roads Prohibited” to Prohibit the Placing of Snow on Plowed Roads During Snowfall” was passed on first reading on 7 March 2024; and

WHEREAS, the public hearing of said Ordinance has been held as advertised and is now closed,

BE IT RESOLVED By the Governing Body of the Township of Liberty, County of Warren and State of New Jersey that the Ordinance entitled “Ordinance of the Township of Liberty, County of Warren, State of New Jersey, Amending and Supplementing Article III Entitled “Parking, Standing, and Stopping” of Chapter 100 – Vehicles and Traffic – to Create Chapter 100-22.2 Entitled “Placing Snow on Plowed Roads Prohibited” to Prohibit the Placing of Snow on Plowed Roads During Snowfall” be passed on second reading and final adoption.

Vote: absent - Karcher

- aye - Rogers
- aye - Spangenberg
- aye - Grover
- aye - Inscho

John Inscho,
Mayor

STORMWATER COMPLIANCE SOLUTIONS 2024 PROPOSAL

Mayor stated that this discussion would be carried to 25 April workshop. No action taken

HEALTH & SAFETY CONCERN – 164 LAKESIDE DRIVE WEST

Mayor stated that the Rich Wenner, Municipal Attorney was following up with this issue.

TREE ORDINANCE AS PER MS4

Mayor stated that this discussion would be carried to 25 April workshop. No action taken

NEW BUSINESS

NATIONAL FLOOD INSURANCE PROGRAM – COMMUNITY ASSISTANCE VISIT (CAV)

Mayor stated that Dave Clark, Municipal Engineer will get involved with this issue.

TRI MOUNTAIN LAKE SPRINT TRIATHLON 2024

Mayor stated that this discussion would be carried to 25 April workshop. No action taken

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 reported that he would have Rich Wenner, Municipal Attorney, send a legal response.

NEW JERSEY HIGHLANDS WATER PROTECTION PLAN CONFIRMANCE GRANT

Mayor stated that this discussion would be carried to 25 April workshop. No action taken

RESOLUTIONS

A motion by Wayne Spangenberg to adopt the following Resolution carried. Discussion ensued on need to readvertise for 2024 summer recreation and beach staffing. Municipal Clerk was directed to forward an employment advertisement to the local schools.

RESOLUTION #2024.039
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 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>
Summer Recreation Emilia Thompson	Head Counselor	\$22.00/hr

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 #2024.040
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>
John E Inscho	Township Committee	2,129.00
Dan Grover	Township Committee	2,129.00
David Rogers	Township Committee	2,129.00
Wayne Spangenberg	Township Committee	2,129.00
Pete Karcher	Township Committee	2,129.00
Diane M Pflugfelder	Administrator	5,490.00
Diane M Pflugfelder	Municipal Clerk/Registrar	84,947.00
Jennifer Breslin	Deputy Municipal Clerk/Registrar	18.55/hour
Jennifer Breslin	CFO	10,986.00
Jennifer Breslin	Qualified Purchasing Agent	3,697.00

Cindy Eckert	Tax Collector	26,671.00
Penny Holenstein	Tax Assessor	26,903.00
George Boesze	Zoning Code Official	10,815.00
Alan DeCarolis	Animal Control Officer	6,725.00
Bonnie Waseleski	Animal Control Officer	6,725.00*
Effective June 1, 2024		
Carrie Gajda	Environmental Commission Secretary	15.13/hour
Steven Ciecwic	Emergency Management Coordinator	3,410.00
Section 2: Public Works		
Jeffrey Snyder	DPW Supervisor	36.63/hour
Daniel Drennon	Laborer	26.00/hour
Joel Meixsell	Mechanic	28.00/hour

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

 John Inscho,
 Mayor

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

RESOLUTION #2020.041
 RESOLUTION OF THE LIBERTY TOWNSHIP COMMITTEE RECOMMENDING
 THE APPOINTMENT OF NICOLE N LENAR AS THE
 MUNICIPAL COURT JUDGE OF THE MUNICIAPL COURT OF LIBERTY TOWNSHIP

WHEREAS, the Town of Belvidere, is the “host” municipality of the Liberty Township Municipal Court; and

BE IT RESOLVED, that the Liberty Township Committee respectfully recommends the appointment of Nicole N Lenar, to fill the position of Municipal Court Judge of the Liberty Township Municipal Court to a term effective 6 February 2023 with expiration of 5 February 2026.

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

 John Inscho,
 Mayor

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

RESOLUTION #2024.042
 GOVERNOR’S COUNCIL ON ALCOHOLISM AND DRUG ABUSE

WHEREAS, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Governing Body of the Township of Liberty, County of Warren, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore, has an established Municipal Alliance Committee; and,

WHEREAS, the Governing Body further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Governing Body has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Warren;

NOW, THEREFORE, BE IT RESOLVED by the Township of Liberty, County of Warren, State of New Jersey hereby recognizes the following:

1. The Governing Body does hereby authorize submission of a strategic plan for the Great Meadows Municipal Alliance grant for fiscal year 2025 in the amount of:

GCADA GRANT	\$1039.00
Cash Match	\$259.75
In-Kind	\$779.25

2. The Governing Body acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

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 #2024.043
TAX LIEN REFUND

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

Block	Lot	Lien #	Name/Address	Lien Amount	Interest	Premium	Total Refund
52	43.01	23-00005	NJSL 301, LLC 650 E. Palisade Ave. #2258 Englewood Cliffs, NJ 07632	\$21,289.29	\$1063.91	\$0.00	\$22,353.20

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 - Spangenberg
aye - Grover

John Inscho,
Mayor

aye - Inscho

A motion by Dave Rogers to adopt the following Proclamation carried.

OLDER AMERICANS’ MONTH 2024
A PROCLAMATION

WHEREAS, May is Older Americans Month, a time for us to recognize and honor Liberty Township older adults and their immense influence on every facet of American society; and

WHEREAS, through their wealth of life experience and wisdom, older adults guide our younger generations and carry forward abundant cultural and historical knowledge; and

WHEREAS, older Americans improve our communities through intergenerational relationships, community service, civic engagement, and many other activities; and

WHEREAS, communities benefit when people of all ages, abilities, and backgrounds have the opportunity to participate and live independently; and

WHEREAS, Liberty Township must ensure that older Americans have the resources and support needed to stay involved in their communities- reflecting our commitment to inclusivity and connectedness.

NOW, THEREFORE, We, Governing Body of the Township of Liberty do hereby proclaim May 2024 as Older Americans Month. This year’s theme, “Powered by Connection”, emphasizes the profound impact of meaningful interactions and social connection on the well-being and health of older adults in our community.

We call upon all residents to join Liberty township in recognizing the contributions of our older citizens and promoting programs and activities that foster connection, inclusion and support for older adults.

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

RESOLUTION #2024.044
RAFFLE APPLLICATION

WHEREAS, Mountain Lake Fire Company, 99 Tamarack Road, Belvidere, New Jersey 07823, is the licensee on the application to conduct an Off-Premises Merchandise Draw Raffle on 16 June 2024 to be held at Mountain Lake Fire Company, 99 Tamarack Road, Belvidere, New Jersey 07823 to be held at 1:00 pm; and

WHEREAS, the appropriate application forms and fees have been submitted to the Municipal Clerk; and

WHEREAS, there appears to be no reason to deny the aforesaid applications.

BE IT RESOLVED By the Governing Body of the Township of Liberty, County of Warren, State of New Jersey

1. The off-premises raffle application is approved contingent to the Legalized Games of Chance Control Commission adoption of aforesaid application.

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

John Inscho,
Mayor

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

RESOLUTION #2024.045
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 \$633,915.29

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

John Inscho,
Mayor

PUBLIC COMMENT was opened at 7:40 pm

Joe Peters – Mr. Peters advised the Governing Body that as the purchaser of the tax lien on 164 Lakeside Drive West, he wanted to be completely transparent that he has tree removal and demolition of the structure scheduled once the property is 100% within his name.

Lisa Thomas – Ms. Thomas questioned the appointment of a Municipal Engineer. Mayor stated that this discussion would be carried to 25 April workshop.

Ms. Thomas questioned the 2024 Salary Resolution. Mayor advised that all staff, across the board, received a 3% increase.

Mike Wilson – Mr. Wilson questioned the status of summer recreation and beach staffing for 2024 season. Mayor advised that Wayne Spangenberg, himself, Emilia Thompson and Mike Wilson or Michelle Warren would conduct interviews.

Mr. Wilson advised that Liberty Township 5-6 girls basketball won the local championship

John DeHuff – Mr. Dehull questioned the future intentions for use of the municipal property along Marble Hill Road. Mayor advised that the dam had been built incorrectly with tires, dryers, chips and microwaves and it had to be removed to drain the lake with future intentions of the area to be public walkways.

Judy Mc Donald – Ms. McDonald questioned the flow of water following the dam removal. Mayor advised that it would be a small stream

Kenny Lunden – Mr. Lunden thanked the Department of Public works for cleaning up the Grove area at the beach for the local Easter Egg Hunt.

Mr. Lunden requested the reservation of the Grove area and pavilion area on 28 July, rain date of 4 August, for the annual Mountain Lake Fire Company car show. A motion by Wayne Spangenberg granting the use of the Grove and pavilion areas on 28 July, rain date 4 August, by the Mountain Lake Fire Company for their annual car show carried.

Amy Peters – Ms. Peters questioned the Lodge, that now sits vacant. Mayor advised that the Lodge is now off the market and being remodeled to become a joint business with Jack’s Barn as a banquet facility for private events. He stated that there would be no cooking on the premises nor would it be an Airbnb.

Shannon Schaaf – Ms. Schaaf questioned the status of Community Day contracts. Mayor advised the contracts are under Attorney review.

Ms. Schaaf reported the unveiling of the newly remodeled Great Meadows Regional Middle school cafeteria.

ADJOURNMENT

There being no further business, a motion by Mayor Inscho to adjourn the meeting carried.
Meeting adjourned at 7:49 p.m.

Diane M Pflugfelder RMC/MMC
Municipal Clerk/Administrator
Minutes Approved 2 May 2024
