

AGENDA
LIBERTY TOWNSHIP MEETING

11 July 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
 Recreation: 2024 Fall Soccer Program
 Recreation: Beach Staff request for pay increase

Adoption of Agenda

Adoption of Minutes

Governing Body Meeting 6 June 2024

Unfinished Business

2024 Appointments
Appointment to Environmental Commission, 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, expiration of term 31 December 2024

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

New Business

Cybersecurity Technology Policy
Liberty Lake Dam Removal Project Draft
Belvidere Shared Court Proposal 2025-2029
Stormwater Management Facilities Inspection Report
Recreation Facility Application – 27 July 2024
Status of Paper Roads Around Lake

Resolutions

ABC Liquor License 2024-2025 Renewals
Urging to Support Online Legal Notices
Member Participation in a Cooperative Pricing System
NJDOT Grant Application 2025
Bills List

Public Comment

Adjournment

A regularly scheduled meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 11 June 2024. The meeting was opened by Deputy Mayor Dan Grover with Adequate Notice of Meeting and the Pledge of Allegiance at 7:14 p.m.

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

Absent: Mayor John Incho

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

REPORTS

DAN GROVER – Mr. Grover advised that the GMRBOE had passed an additional tax levy of 2.5% for the 2024-2025 school year. The GMRBOE reported that increase would be approximately \$290,000 to their annual budget and is to be used for staffing only.

RECREATION

A motion by Wayne Spangenberg authorizing the 2024 Liberty Township Recreation Fall Soccer program carried.

A motion by Wayne Spangenberg to authorize an additional \$300 towards the music for Community Day 2024 carried.

A motion by Wayne Spangenberg adopting the following Resolution carried.

RESOLUTION #2024.059
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>
Mountain Lake Beach Jon Scalera	Assistant Beach Manager	\$17.00/hr

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

 Dan Grover,
 Deputy Mayor

TAX COLLECTOR

A pre-printed report was received from the Municipal Tax Collector for June 2024 and placed on file.

A motion by David Rogers to adopt the minutes of 6 June 2024 carried.

2024 APPOINTMENTS

Deputy Mayor Grover appointed Kyle Higgins to the Environmental Commission, Alternate #2, expiration of term 31 December 2024.

UNFINISHED BUSINESS

RECREATION ASSISTANT JOB DESCRIPTION

Deputy Mayor Grover asked to lay the topic of Recreation Assistant Job Description on the table.

TREE ORDINANCE AS PER MS4

Deputy Mayor Grover stated that the draft Tree Ordinance is 95% complete

NATIONAL FLOOD INSURANCE PROGRAM – COMMUNITY ASSISTANCE VISIT (CAV)

Deputy Mayor Grover asked to lay the topic of National Flood Insurance Program, Community Assistance on the table.

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. Deputy Mayor Grover reported that Attorney Wenner and Mayor Inscho are working on this issue

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

Deputy Mayor Grover directed the Municipal Clerk obtain a listing of lead abatement companies referenced by neighboring municipalities for continued discussion at the August meeting

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

Deputy Mayor Grover advised that this topic is in progress

UPDATED STORMWATER MANAGEMENT ORDINANCE

Deputy Mayor Grover reported that the draft updated Stormwater Management Ordinance had been discussed at the last LandUse Meeting. He asked that the updated stormwater management ordinance discussion be carried to the August meeting

NEW BUSINESS**CYBERSECURITY TECHNOLOGY POLICY**

To date 5 of 11 individuals with libertytownship.org email addresses have completed the D2Cybersecurity training. Discussion ensued on the Cyber JIF Technology Policy and Cyber Incident Response Plan. Deputy Grover wants a more detailed technology and response plans for consideration of adoption. He reminded the Governing Body members for their need to participate in the virtual cybersecurity training.

LIBERTY LAKE DAM REMOVAL PROJECT DRAFT

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

STORMWATER MANAGEMENT FACILITIES INSPECTION REPORT

A Stormwater Management Facilities Inspection Report was received from Stormwater Compliance Solutions for Quarter 2, 2024. A motion by Wayne Spangenberg to adopt the Stormwater Management Facilities Inspection Report carried.

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. Deputy Mayor Grover reported that Mayor Inscho was discussing renewal terms with Belvidere Township representatives

RECREATION FACILITY APPLICATION – 27 JULY 2024

A recreation facility application was received from Elizabeth Hickey for the reservation of Free Union Fields on Saturday, 27 July from 12 noon to 7 pm for a family and friends graduation party. A motion by Wayne Spangenberg to approve the application with the inclusion of rules from the John R Fisher pavilion 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. Attorney Wenner reported that paper roads are municipal Right of Ways and cannot have private structures/improvements upon them. He further explained that the municipality may consider the legal process to abandon said property and legally divide it between contiguous property owners via a municipal ordinance. This process would incur the expense of property surveys. At this time the municipality is not liable for any private structure/improvements upon municipal right of ways. Attorney Wenner was directed to prepare an informational notice to be posted on the municipal website advising the public that paper roads are not private property and that structures/improvements are not permitted.

RESOLUTIONS**ABC LIQUOR LICENSE 2024-2025 RENEWALS**

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

**RESOLUTION #2024.060
ISSUANCE OF 2024-2025 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 for the term of one year from the first day of July 2023, to midnight, 30 June 2024;

The Lodge at Mountain Lake LLC

11 Lakeside Drive East
Belvidere, NJ 07823
License #2114.33.007.008
Fee: \$871.93

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

Dan Grover,
Mayor

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

RESOLUTION #2024.061
RESOLUTION FOR MEMBER PARTICIPATION IN A COOPERATIVE PRICING SYSTEM

WHEREAS, NJSA 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for it’s administration; and

WHEREAS, The Hunterdon County Educational Services Commission, hereinafter referred to as the “Lead Agency” has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services; and

WHEREAS, on 11 July 2024 the Governing Body of the Township of Liberty, County of Warren, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services:

NOW, THEREFORE, BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Township of Liberty

AUTHORITY

Pursuant to the provisions of NJSA 40A:11-11(5), the Township of Liberty is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (NJSA 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This Resolution shall take effect immediately upon passage.

CERTIFICATION

Mayor John E Inscho

Attest by Diane M Pflugfelder,
Municipal Clerk/Administrator

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

Dan Grover,
Deputy Mayor

A motion by David Rogers to adopt the following Resolution carried.

RESOLUTION #2024.062
AUTHORIZATION FOR NJDOT 2025 GRANT APPLICATION

A RESOLUTION OF THE MAYOR AND COMMITTEE OF LIBERTY TOWNSHIP, COUNTY OF WARREN, STATE OF NEW JERSEY, TO AUTHORIZE SUBMISSION OF A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR “PEMBROOK CT., MIDLAND DR. & MOUNTAIN TOP DR. ROADWAY IMPROVEMENTS” THROUGH THE MUNICIPAL AID TRANSPORTATION FUND PROGRAM

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 identified as MA-2025-Pembrook Ct., Midland Dr. & Mountain Top Dr. Roadway Improvements - 00637 to the New Jersey Department of Transportation on behalf of

Liberty Township. Pembroke Ct., Midland Dr. and Mountain Top Dr., the roads proposed for additional funding needed to complete resurfacing efforts, are within Liberty Township’s municipal jurisdiction.

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
aye - Rogers
aye - Karcher
aye - Grover
absent - Inscho

Dan Grover,
Deputy Mayor

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

RESOLUTION #2024.063
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 \$549,647.21

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

Dan Grover,
Deputy Mayor

PUBLIC COMMENT was opened at 7:50 pm

Dave Snyder – Mr. Snyder questioned if the NJDOT FY2025 grant money could also cover Hillside Avenue road improvements

Amy Peters – Ms. Peters questioned if there were any intentions to repair/maintain the beach shack.

ADJOURNMENT

There being no further business, a motion by Mayor Inscho to adjourn the meeting carried.
Meeting adjourned at 7:53 p.m.

Diane M Pflugfelder RMC/MMC
Municipal Clerk/Administrator
Minutes Approved 1 August 2024

