

AGENDA  
LIBERTY TOWNSHIP MEETING

6 March 2025  
7:00 pm

Municipal Building  
349 Mountain Lake Road  
Great Meadows, NJ 07838

Sunshine Notice  
Flag Salute  
Roll Call

Reports:       New Jersey State Police  
                  Governing Body  
                  Great Meadows Regional Board of Education  
                  Municipal Committees  
                      Recreation - Summer Recreation Flyer  
                      Recreation – Code Green Lawn Care 2025 Proposal

Adoption of Agenda

Adoption of Minutes – 2 January, 23 January and, 27 February 2025

2025 Appointments

Recreation Assistant  
Environmental Commission, Alternate #1  
Environmental Commission, Alternate #2  
LandUse Board, Class I Designee  
LandUse Board, Alternate #3  
LandUse Board, Alternate #4  
Open Space Committee (3 positions)  
Recreation Commission  
Recreation Commission, Alternate #2

Unfinished Business

Recreation Assistant Job Description  
National Flood Insurance Program – Community Assistance Visit (CAV)  
Updated Stormwater Management Ordinance  
Liberty Lake Dam Removal Project Draft  
NJDEP Bureau of Safe Drinking Water Bureau Level 2 Assessment Penalty  
Elizabethtown Gas Paving – Deerfield Road  
Affordable Housing – Municipal Housing Liaison  
Stormwater Compliance Solutions 2025 Proposal  
Block 1, Lot 9 – Intrusive Lighting along Shades of Death Road  
2024 Stormwater Pollution Prevention Plan

New Business

Introduction of 2025 Budget  
Application for Pavilion Reservation - pending

Resolutions

Appropriation Transfer  
Cancellation of Tax Sale Premium  
Tax Lien Refund  
Shared Service for Sharing DPW Equipment  
ABC – Mountain Lake Fire – 21 June, Casino Night  
Bills List

Public Comment  
Adjournment

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A regularly scheduled meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 6 March 2025. The meeting was opened by Mayor Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:05 p.m.

Present: Daniel Grover; John Inscho; Pete Karcher; and, Wayne Spangenberg

Absent; David Rogers

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

## REPORTS

### RECREATION

A motion by Wayne Spangenberg authorizing the Summer Recreation Program for 30 June through 1 August, 2025 at the cost of \$200 for a Liberty resident and \$250 for a non-resident carried.

A motion by Pete Karcher authorizing the mayor to execute the 2025 Code Green Lawn Care Proposal for weed control as amended carried

A motion by Pete Karcher to adopt the following minutes; 2 January, 23 January and, 27 February 2025 carried.

## APPOINTMENTS

No appointment made at this time

## UNFINISHED BUSINESS

### RECREATION ASSISTANT JOB DESCRIPTION

Mayor Inscho stated there is nothing new with this issue

### NATIONAL FLOOD INSURANCE PROGRAM – COMMUNITY ASSISTANCE VISIT (CAV)

Mayor Inscho reported that he is finishing up the stuff that he got from Pohatcong Township and it would be ready to go

### UPDATED STORMWATER MANAGEMENT ORDINANCE

Mayor Inscho advised that he reached out to Ferriero to get their stuff and that this has to get done.

### LIBERTY LAKE DAM REMOVAL PROJECT DRAFT

Mayor Inscho stated that he spoke with CP Engineers and found that paperwork was never turned in to the Dam Safety Board. He called Jess Symonds, previous Municipal Engineer, who we paid dearly, who worked diligently for 11 hours per day to get this done and nothing. Dave Clerk will look into it and the mayor will follow-up with him.

### NJDEP BUREAU OF SAFE DRINKING WATER BUREAU LEVEL 2 ASSESSMENT PENALTY

Mayor advised that he finally got together with JC Miranda, NJDEP, and Chris Biamonte, well driller. Everything was signed, sealed and delivered

### ELIZABETHTOWN GAS PAVING – DEERFIELD ROAD

Attorney Wenner reported that George Boesze, Municipal Zoning Official, has issued a stop work order on this project.

### AFFORDABLE HOUSING – MUNICIPAL HOUSEING LIAISON

Mayor reported that he had talked to CP Engineers and he and they are going to get their stuff together

### STORMWATER COMPLIANCE SOLUTIONS 2025 PROPOSAL

Mayor stated that he spoke with Cristine Petroni, Stormwater Compliance Solutions, and we are up to date as of right now

### BLOCK 1, LOT 9 – INTRUSIVE LIGHTING ALONG SHADES OF DEATH ROAD

Mayor said that he had spoken with George Boesze, Municipal Zoning Official, the other day and the owner today. They will have a meeting set up here. Was supposed to be the 18<sup>th</sup> but mayor found out that court date is on the 11<sup>th</sup>. He continued that the 11<sup>th</sup> court date has been postponed so he was going to set it up with George and the owner to meet on the 11<sup>th</sup>. Mr. Stephany, neighbor to Block 1, Lot 9, presented violations for this lighting on Block 1, Lot 9, as per Liberty Township Municipal Code and State Statutes.

### 2024 STORMWATER POLLUTION PREVENTION PLAN

Mayor reported that the Stormwater Pollution Prevention Plan still needs to be worked on

## NEW BUSINESS

INTRODUCTION OF 2025 BUDGET

A motion by Wayne Spangenberg to introduce the 2025 Budget carried. Public Hearing scheduled for Thursday, 3 April.

2025 Municipal Budget

of the TOWNSHIP of LIBERTY County of WARREN for the fiscal year 2025.

Revenue and Appropriations Summaries

Summary of Revenues	Anticipated	
	2025	2024
1. Surplus	695,000.00	623,727.83
2. Total Miscellaneous Revenues	408,372.81	746,352.97
3. Receipts from Delinquent Taxes	130,000.00	105,000.00
4. a) Local Tax for Municipal Purposes	1,052,903.50	1,014,388.66
b) Addition to Local School District Tax		
c) Minimum Library Tax		
Tot Amt to be Rsd by Taxes for Sup of Muni Bnd	1,052,903.50	1,014,388.66
Total General Revenues	2,286,276.31	2,489,469.46

Summary of Appropriations	2025 Budget	Final 2024 Budget
1. Operating Expenses: Salaries & Wages	516,445.50	481,429.00
Other Expenses	814,514.81	818,684.00
2. Deferred Charges & Other Appropriations	195,316.00	419,356.46
3. Capital Improvements	140,000.00	150,000.00
4. Debt Service (Include for School Purposes)		
5. Reserve for Uncollected Taxes	620,000.00	620,000.00
Total General Appropriations	2,286,276.31	2,489,469.46
Total Number of Employees	13	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 6, 2025.

A hearing on the budget and tax resolution will be held at MUNICIPAL BUILDING, on APRIL 3, 2025 at 7:00 o'clock PM at which time and place objections to the Budget and Tax Resolution for the year 2025 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.

APPLICATION FOR PAVILION RESERVATION

Incomplete application denied. Awaiting submission of completed application with appropriate fees.

RESOLUTIONS

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

RESOLUTION #2025.032

APPROPRIATION RESERVE TRANSFER

WHEREAS, there appears to be insufficient funds in a budget appropriations reserve to meet the demand thereon for the balance of the 2024 budget year; and

WHEREAS, N.J.S. 40A:4-59 provides that all unexpended balances carried forward after the close of the fiscal year are available, until lapsed at the closed of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding fiscal year, and allow transfers to be made from unexpended balances to those which are expected to be insufficient during the first three months of the succeeding year;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Liberty, Warren County, New Jersey, (2/3 of the majority of the full membership concurring herein) that the transfer in the amount of \$994.32 be made between the 2024 Budget Appropriation Reserves as follows:

	<u>FROM</u>	<u>TO</u>
Group Insurance O/E	\$ 1,021.06	
Engineering Services O/E		\$ 994.32
Municipal Court O/E		\$26.74

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

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John Inscho,  
Mayor

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

RESOLUTION #2025.033  
AUTHORIZING CANCELLATION OF TAX SALE PREMIUM TO  
MISCELLANEOUS REVENUE NOT ANTICIPATED

*WHEREAS*, N.J.S.A. 54:5-33 provides that tax sale premiums held by a municipality on a foreclosed Tax Sale Certificate may be cancelled, and

*WHEREAS*, the Township of Liberty has the following tax sale premiums held on a foreclosed Tax Sale Certificate:

<u>CERTIFICATE</u>	<u>DATE OF SALE</u>	<u>FORECLOSED</u>	<u>AMOUNT</u>
15-00005	11/19/2015	12/26/2018	\$11,200.00
2015-02	11/19/2015	9/30/2019	\$16,500.00
19-00003	12/10/2019	9/15/2022	<u>\$ 2,500.00</u>
			\$30,200.00

*NOW, THEREFORE, BE IT RESOLVED* by the Governing Body of the Township of Liberty that the above tax sale premiums be cancelled to Miscellaneous Revenue Not Anticipated in accordance with N.J.S.A. 54:5-33.

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

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John Inscho,  
Mayor

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

RESOLUTION #2025.034  
TAX LIEN REFUND

*WHEREAS*, the Tax Collector recommends to the Governing Body that the necessary administrative action be taken to authorize a refund to the following lienholder.

<u>Block</u>	<u>Lot</u>	<u>Lien #</u>	<u>Name/Address</u>	<u>Lien</u>	<u>Interest</u>	<u>Premium</u>	<u>Total Refund</u>
				<u>Amount</u>			
51	22.01	24-00002	LCJ Holdings, LLC 12 Deerfield Rd. Oxford, NJ 07863	\$222.91	\$ 4.58	\$0.00	\$227.49

*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 - Spangenberg  
absent - Rogers  
aye - Karcher  
aye - Inscho

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John Inscho,  
Mayor

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

RESOLUTION #2025.035  
SHARED SERVICE WITH WARREN COUNTY FOR PUBLIC WORKS EQUIPMENT

*WHEREAS*, the Township of Liberty may be desirous of utilizing public works equipment and public works employees provided by the County of Warren to provide public works services, general maintenance and related services; and

*WHEREAS*, the County of Warren is desirous of providing those services to the Township of Liberty in accordance with the terms of an agreement, a copy of which is on file within Liberty Township; and,

*WHEREAS*, the Uniform Shared Services & Consolidation Act (NJSA 40A:65-1 et seq.) empowers the Township of Liberty and the County of Warren to enter into such an agreement.

*NOW, THEREFORE, BE IT RESOLVED*, that the Governing Body of the Township of Liberty does hereby authorize the mayor to execute said agreement with the County of Warren to provide services to the Township of Liberty as described in said agreement.

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

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John Inscho,  
Mayor

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

RESOLUTION #2025.036  
APPLICATION FOR SPECIAL PERMIT FOR SOCIAL AFFAIR  
MOUNTAIN LAKE FIRE COMPANY

*WHEREAS*, “Applications for Special Permit for Social Affair” has been filed by the Mountain Lake Fire Company, 99 Tamarack Road, Belvidere, New Jersey 07823 for said the following social affair;

Casino Night  
21 June 2025 from 1:00 pm to 22 June 2025, 1:00 am

*WHEREAS*, the submitted application form is complete in all respects, and the State fee has been paid.

*BE IT RESOLVED*, that the Liberty Township Committee does hereby approve the following social affair for the Mountain Lake Fire Company located at 99 Tamarack Road, Belvidere, New Jersey;

Casino Night  
21 June 2025 from 1:00 pm to 22 June 2025, 1:00 am

to be held in the area delineated on the application form.

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

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John Inscho,  
Mayor

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

RESOLUTION #2025.037  
PAYMENT OF BILLS

*RESOLVED*, That the Governing Body 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 \$531,144.24

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

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John Inscho,  
Mayor

PUBLIC COMMENT was opened at 7:16 pm

John Zsilavetz – Mr. Zsilavetz questioned if Liberty Township would be conducting a tax lien auction in 2025

Bob Ballou – Mr. Ballou commended Lynn Rutkowski, Recycling Coordinator, for connecting him with a styrofoam recycling facility in Sussex County

John Inscho – Mr. Inscho reported that in lieu of providing Doug Hankin with a recognition plaque for his many years of volunteer service on the Liberty Township Environmental Commission, he repaired his furnace.

Public comment closed at 7:18 pm

ADJOURNMENT

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

Meeting adjourned at 7:18 p.m.

Diane M Pflugfelder RMC/MMC  
Municipal Clerk  
Minutes Approved 3 April 2025

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