

AGENDA
LIBERTY TOWNSHIP WORKSHOP

27 February 2025
6:00 pm – Budget Workshop
7:00 pm - Workshop

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 – Mr. Mai, GMRBOE Superintendent
Municipal Committees
Environmental Commission – 2025 Proposed Weed Control Agreement

Adoption of Agenda

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 6 – intrusive lighting along Shades of Death Road
- Public Hearing: Ordinance #2025.001, CAP
- Public Hearing: Ordinance #2025.002, Comcast Franchise Agreement

New Business

- NJ State Firemen’s Association Application for Membership – Barcia
- 2024 Stormwater Pollution Prevention Plan
- Warren County Mosquito Control Commission 2025 Agreement
- Mountain Lake Ice Cream Shack Interest
- Application for Solicitor’s Permit
- Memorandum of Understanding with Department of Law and Public Safety, Division of NJSP

Resolutions

- PAIC Renewal of Membership
- ABC – Mountain Lake Fire – 15 March, Pub Night
- ABC – Mountain Lake Fire – 29 March, Mentalist Speaker
- ABC – Mountain Lake Fire – 11 April, Pub Night
- ABC – Mountain Lake Fire – 31 May, Tricky Tray
- ABC – Mountain Lake Fire – 28 June, Wedding
- LGCCC – Mountain Lake Fire – 23 November, Raffle
- Legal Notices on Official Government Websites

Public Comment
Adjournment

A special advertised Budget workshop of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 27 February 2025. The Budget workshop was opened by John Inscho at 6:10 p.m.

Present: Dan Grover; John Inscho; Peter Karcher; and, Dave Rogers (arrived at 6:15 pm); and, Wayne Spangenberg

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

Discussion ensued on the following;

- Increased funding for Attorney Glickman to amend P/P Manual
- To add \$5000 for COAH
- Donate \$10,000 to Independence Rescue Squad
- NJSP contract has been signed. 10-year revenue
- Environmental Commission, lake management treatment will remain the same as 2024
- Recreation Commission will use Rec Trust funds for 2025 expenses over their budget
- Use the \$66,000 grant for beach shack repairs
- Tennis Court repairs carried to future year
- No change with municipal court numbers
- 2025 Capital – no gas pumps/tanks in 2025; add Church Street to 2025 road program; and, Pembroke/Midland grant application for 2026
- 3% raise for all employees
- \$80,000 to \$50,000 for wash bay concrete, drainage and door
- DPW is searching for a used loader
- Equipment to be sold at the Warren County 2025 auction will be: tag along trailer and spreader, McCormick, and loader
- Payment of \$100,000 toward bond
- Mayor stated that the records retention area has been relocated and recreation storage has absorbed the records room. Heat and additional electric will be added to the NJSP garage rental area.
- Proposed budget is just over \$0.01 as per CFO.

Workshop adjourned at 6:25 pm

A regularly scheduled workshop of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 6 February 2025. The meeting was opened by Mayor Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:04 p.m.

Present: Dan Grover; John Inscho; Peter Karcher; and, Dave Rogers; and, Wayne Spangenberg

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

REPORTS

DAVID ROGERS

Mr. Rogers reported that he is working with Bob Ballou and Warren County Community College drone program to collect images of the lake to be proactive in weed growth. Discussion on harvesting vs treatment plans.

JOHN INSCHO

Mr. Inscho reported that the NJSP have moved into the building next week with a pro-rated fee for 2025.

GREAT MEADOWS REGIONAL BOARD OF EDUCATION

Mr. Mai, GMRBOE Superintendent made a presentation regarding the 11 March special election for a \$8 million bond referendum.

- Funds are for middle school HVAC system replacement
- Funds are for PA system and security updates in all 3 buildings
- This would be a 4% loan over 20 years
- Question/Answer period;
 - If this does not pass, anticipate annual tax decrease of \$125
 - If this does pass, anticipate annual tax decrease of \$5
 - Cost estimates for referendum are architect's proposal
 - Unused funds from \$8 million bond would be used to pay down debt
 - The bond money is separate from the tax levy
 - Will the HVAC system be put out to competitive bidding?
 - Currently have \$3.9 million in capital and would use that money to make repairs in phases if bond referendum were to fail
 - Use of Liberty School for preschool students and potentially for Hackettstown High School student

- o Discussion on GMRBOE enrollment over past 20 years and school buildings capacity
- o Question lack of interpretation statement on ballot
- o Special Election to be held, Tuesday, 11 March from 2 pm to 8 pm
- o Question for need of additional busing routes
- o Updated security proposal to comply with ADA for hearing and visual impaired
- o Grant availability vs referendum bond
- o This discussion concluded at 8:13 pm

ENVIRONMENTAL COMMISSION

Larry Supp, Environmental Commission Chair, presented a 2025 Weed Control Agreement with Map between Liberty Township and Lake Management Sciences with payment terms (1) \$1,505.50 upon signing by both parties, then (2) \$1,355.50 due 1 June 2025. A motion by John Inscho authorizing the mayor to execute said Agreement carried.

APPOINTMENTS

No action taken

UNFINISHED BUSINESS

RECREATION ASSISTANT JOB DESCRIPTION

No action taken

NATIONAL FLOOD INSURANCE PROGRAM – COMMUNITY ASSISTANCE VISIT (CAV)

No action taken

UPDATED STORMWATER MANAGEMENT ORDINANCE

No action Taken

LIBERTY LAKE DAM REMOVAL PROJECT DRAFT

No action taken

NJDEP BUREAU OF SAFE DRINKING WATER BUREAU LEVEL 2 ASSESSMENT PENALTY

No action taken

ELIZABETHTOWN GAS PAVING – DEERFIELD ROAD

No action taken

AFFORDABLE HOUSING – MUNICIPAL HOUSEING LIAISON

No action taken

STORMWATER COMPLIANCE SOLUTIONS 2025 PROPOSAL

No action taken

BLOCK 1, LOT 6/9 – INTRUSIVE LIGHTING ALONG SHADES OF DEATH ROAD

No action taken

PUBLIC HEARING: ORDINANCE #2025.001, CAP

A motion by Dan Grover to open public hearing on Ordinance #2025.001 carried. A motion by Dan Grover to adopt the following Resolution carried.

RESOLUTION #2025.022
ADOPTION OF ORDINANCE #2025.001

WHEREAS, said Ordinance entitled “Calendar Year 2025 Ordinance to Exceed the Municipal Budget Appropriation Limits and To Establish a Cap Bank (NJSA 40a: 4-45.14)” was passed on first reading on 2 January 2025; 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 “Calendar Year 2025 Ordinance to Exceed the Municipal Budget Appropriation Limits and To Establish a Cap Bank (NJSA 40a: 4-45.14)” be passed on second reading and final adoption.

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

John Inscho,
Mayor

PUBLIC HEARING: ORDINANCE #2025.002, COMCAST FRANCHISE AGREEMENT

A motion by Pete Karcher to open public hearing on Ordinance #2025.002 carried. A motion by Pete Karcher to adopt the following Resolution carried.

**RESOLUTION #2025.023
ADOPTION OF ORDINANCE #2025.002**

WHEREAS, said Ordinance entitled “An Ordinance Granting Renewal of Municipal Consent to Comcast of Northwest New Jersey, LLC. To Construct, Connect, Operate And Maintain a Cable Television and Communications System in The Township of Liberty, Warren County, New Jersey” was passed on first reading on 2 January 2025; 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 “An Ordinance Granting Renewal of Municipal Consent to Comcast of Northwest New Jersey, LLC. To Construct, Connect, Operate And Maintain a Cable Television and Communications System in The Township of Liberty, Warren County, New Jersey” be passed on second reading and final adoption.

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

John Inscho,
Mayor

NEW BUSINESS

NJ STATE FIREMEN’S ASSOCIATION APPLICATION FOR MEMBERSHIP – BARCIA

A motion by Dan Grover authorizing the acceptance of a NJ State Firemen’s Association Membership application from Daniel C Barcia carried. John Inscho abstained.

2024 STORMWATER POLLUTION PREVENTION PLAN

No action taken

WARREN COUNTY MOSQUITO COMMISSION AGREEMENT

A motion by Pete Karcher authorizing the mayor to execute the 2025 Warren County Mosquito Commission Agreement carried.

MOUNTAIN LAKE ICE CREAM SHACK INTEREST

Mayor Inscho stated that he would contact Mr. Stillman regarding his interest in the Ice Cream Shack at Mountain Lake.

APPLICATION FOR SOLICITOR’S PERMIT

A motion by Dan Grover approving the Solicitor’s Permit for Scott Cummings to traverse within Liberty Township on behalf of Trinity Solar carried.

MEMORANDUM OF UNDERSTANDING WITH DEPARTMENT OF LAW AND PUBLIC SAFETY, DIVISION OF NJSP

A motion by Wayne Spangenberg authorizing the mayor to execute a 10-year memorandum of understanding with the Department of Law & Public Safety, Division of NJSP for office and garage rental of space at the Liberty Township Municipal Complex, 349 Mountain Lake Road, Great Meadows, NJ carried.

RESOLUTIONS

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

**RESOLUTION #2024.024
PUBLIC ALLIANCE INSURANCE COVERAGE FUND
RENEWAL OF MEMBERSHIP**

WHEREAS, the Liberty Township hereafter referred to as "Public Entity" is a member of the Public Alliance Insurance Coverage Fund, hereinafter referred to as "Fund"; and

WHEREAS, said renewal membership terminates as of 1 January 2024 at 12:01 a.m. standard time, unless earlier renewed by agreement between the Public Entity and the Fund; and

WHEREAS, the Public Entity is afforded the following types of coverages:

- Workers’ Compensation
- Package (property, boiler & machinery, crime, auto & general liability, including Police Professional)
- Public Officials Liability

- Excess Liability
 - Auto & General Liability (including Police Professional)
 - Public Officials Liability
- Environmental Impairment Liability

WHEREAS, the Public Entity desires to renew said membership.

NOW THEREFORE, BE IT RESOLVED as follows:

1. The Public Entity agrees to renew its membership in the Fund for a period of three years beginning 1 January 2025, and ending 1 January 2028 at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the Fund presently existing or as from time to time amended by the Fund and/or the Department of Banking and Insurance.

2. The Public Entity agrees that as a member of the Public Alliance Insurance Coverage Fund the Public Entity must purchase all types of coverages offered by the Fund which are applicable to the Public Entity.

3. The Public Entity hereby appoints John Inscho as the Public Entity's Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the Fund the Public Entity's renewal of its membership.

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

John Inscho,
Mayor

A motion by Wayne Spangenberg to adopt the following Firehouse ABC Resolutions by consent agenda carried.

RESOLUTION #2025.025
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;

Pub Night
15 March 2025 from 9:00 am to 16 March 2025, 12 midnight

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;

Pub Night
15 March 2025 from 9:00 am to 16 March 2025, 12 midnight

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

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

John Inscho,
Mayor

RESOLUTION #2025.026
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;

Mentalist Speaker
29 March 2025 from 5:00 pm to 30 March 2025, 12 midnight

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;

Mentalist Speaker
29 March 2025 from 5:00 pm to 30 March 2025, 12 midnight

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

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

John Inscho,
Mayor

RESOLUTION #2025.027
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;

Pub Night
11 April 2025 from 4:00 pm to 12 April 2025, 12 midnight

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;

Pub Night
11 April 2025 from 4:00 pm to 12 April 2025, 12 midnight

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

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

John Inscho,
Mayor

RESOLUTION #2025.028
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;

Tricky Tray
31 May 2025 from 11:00 am to 11:00 pm

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;

Tricky Tray
31 May 2025 from 11:00 am to 11:00 pm

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

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

John Inscho,
Mayor

RESOLUTION #2025.029
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;

Wedding
28 June 2025 from 4:00 pm to 11:00 pm

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;

Wedding
28 June 2025 from 4:00 pm to 11:00 pm

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

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

John Inscho,
Mayor

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

RESOLUTION # 2025.030
RAFFLE APPLICATION

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 23 November 2025 to be held at Mountain Lake Fire Company, 99 Tamarack Road, Belvidere, New Jersey 07823 at 9:00 am; 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 - Grover
aye - Spangenberg
aye - Karcher
aye - Rogers
abstain – Inscho

John Inscho,
Mayor

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

RESOLUTION #2025.031
RESOLUTION TO SUPPORT PUBLISHING LEGAL NOTICES
ON OFFICIAL GOVERNMENT WEBSITES

WHEREAS, the sunset provision of March 1, 2025, imposed under P.L. 2024 c.106 is fast approaching in what was a temporary solution that allowed local governments to comply with the public notice requirements under the law in time for annual reorganization meetings in January; and,

WHEREAS, local government officials serve as the stewards of property taxpayer dollars and should no longer be required to subsidize the newspaper industry with revenues collected from publishing legal notices in the press; and,

WHEREAS, long before NJ Advanced Media’s announcement that it was terminating daily print publications in January of 2025, local government officials found it increasingly difficult to comply with the public notice requirements under the law as the media has become almost exclusively digitized and struggled to retain staff, resources, and publications; and,

WHEREAS, legislation that will authorize local governments to publish legal notices on a local government’s official website will streamline an antiquated and overly burdensome process and save valuable time, resources, and property taxpayer dollars; and,

NOW, THEREFORE, BE IT RESOLVED that the Township of Liberty does in fact, hereby urge state leaders to pass legislation that will authorize municipalities, counties, school districts, and all local governments to publish legal notices in a clear, transparent, and timely manner on a local government’s official website.

BE IT FURTHER RESOLVED that a copy of this Resolution shall be sent to Governor Phil Murphy, Senate President Nicholas Scutari, Speaker of the General Assembly Craig Coughlin, Senator Douglas Steinhardt, Assemblymembers John DiMaio and Erik Peterson, and the New Jersey State League of Municipalities.

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

John Inscho,
Mayor

TOP O’NJ R/C CLUB

A request of 23 January 2025 was received from Erik Cussen to conduct a “fun fly” on Mountain Lake. Date to be determined and a flying site insurance certificate would be retained for a one-day use. A motion by Dan Grover authorizing a “fun fly” by Top O’NJ R/C/ Club carried.

PUBLIC COMMENT was opened at 8:25 pm

Ron Stephany – Mr. Stephany questioned the status on intrusive lighting from Block 1, Lot 9. John Inscho advised that he is working on the issue and would follow up with zoning official on Tuesday, 4 March.

Public comment closed at 8:31 pm

ADJOURNMENT

There being no further business, a motion by Mayor Inscho to adjourn the meeting carried. Meeting adjourned at 8:31 p.m.

Diane M Pflugfelder RMC/MMC
Municipal Clerk
Minutes Approved 6 March 2025

