

AGENDA  
LIBERTY TOWNSHIP WORKSHOP

3 February 2022  
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  
Committeepersons  
Mayor

Adoption of Agenda

Unfinished Business

2022 Appointments  
Environmental Commission, Alternate #1 (vacated by Diane Gonski), expiration of term 31 Dec 2023  
LandUse Board, Class I Mayor’s Designee, expiration of term 31 Dec 2022  
LandUse Board, Alternate #1 (position vacated by Jenn Cummings), expiration of term 31 Dec 2022  
LandUse Board, Alternate #2, expiration of term 31 Dec 2022  
LandUse Board, Alternate #3, expiration of term 31 Dec 2023  
LandUse Board, Alternate #4, expiration of term 31 Dec 2023  
Recreation Commission, Alternate #2, expiration of term 31 Dec 2024

NJDEP Bureau of Safe Drinking Water Bureau Level 2 Assessment  
Municipal Land Use Law – Climate Change Resilience Strategy  
Dam Safety Inspection Report for Liberty Lake Dam  
Nonpoint Source Funding with Mountain Lake Community Association  
Planet Network  
Ordinance #2022.001 – Annual COLA  
Detention/Retention Ponds

New Business

Road Opening Permit – Elizabethtown Gas

Resolutions

2022 Professional Services – Municipal Attorney  
Appropriation Reserve Transfer  
Appointment of Municipal Court Prosecutor  
Salary  
Bills List

Public Comment

Laura McConnell  
Kenny Lunden

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 3 February 2022. The meeting was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:06 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

REPORTS

Wayne Spangenberg – Mr Spangenberg announced that the Recreation Basketball season had begun  
 Dan Grover – Mr Grover reported that he was working on a Solar Ordinance and it would be ready for the February workshop.

Great Meadows Board of Education – Amber Gratacos had no report.

Resident letter: The Municipal Clerk read the following Resident letter into the minutes;  
 28 January 2022

Dear Mayor John Inscho,

I'm sure that you and the Township Committee do not hear this as often as you should. Thank you all for your time and commitment in serving Liberty Township and making this Township the best in Warren County.

I just wanted to bring to your attention an act of kindness above and beyond a Township Committeeman. A few weeks ago my Dad and I were cleaning up a very old large maple tree in front of the Vienna Methodist Church on Route 46. The tree was so large, that it had to be cut and split onsite. That way it could be loaded and removed. This took about three days to complete.

On the last day, this car stops and this gentleman got out and said "I'm not here to talk, but to help you guys split and load this wood". This man's name was Committeeman Peter Karcher. Mr. Karcher just got off working 8 hours at his office job. He was not dressed to be helping us, but stayed for over three hours until the job was finished and complete.

My Dad and I are very proud and honored for this act of kindness and wanted to let you and the other Township Committeemen know how lucky we all are to have him as a friend, a neighbor and a Committeeman in Liberty Township.

Thank you all again for your time and God Bless Liberty Township and God Bless the United States of America!

Sincerely, Russell and Ray Otto Petersen (Proud Residents of Liberty Township)

#### 2022 APPOINTMENTS

Mayor Inscho appointed Jarod Gajda to the Environmental Commission, Alternate #1 (vacated by Diane Gonski), expiration of term 31 Dec 2023

A motion by Mayor Inscho appointing Jennifer Duncan to the Recreation Commission, Alternate #2, expiration of term 31 Dec 2024 carried

#### UNFINISHED BUSINESS

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

Mayor Inscho reported that his went back to the first water testing in April 2021. He is awaiting an email response

##### MUNICIPAL LAND USE LAW – CLIMATE CHANGE RESILIENCE STRATEGY

No action at this time

##### DAM SAFETY INSPECTION REPORT FOR LIBERTY LAKE DAM

It was stated that monies are to be incorporated into the 2022 Budget for the dam decommission

##### NONPOINT SOURES FUNDING WITH MOUNTAIN LAKE COMMUNITY ASSOCIATION

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

#### RESOLUTION #2022.019 NONSOURCE FUNDING APPLICATION

*WHEREAS*, Mountain Lake (hereafter known as the Lake) is a popular, public accessible, recreational waterbody located in Liberty Township, Warren County, NJ (hereafter known as the Township); and

*WHEREAS*, the Lake offers a variety of a recreational amenities to the residents of the Township; and

*WHEREAS*, the Lake is known to experience a variety of water quality problems including high densities of submerged aquatic vegetation and periodic Harmful Algal Blooms (HABs); and

*WHEREAS*, HABs are known to pose a direct health hazard to humans as well as pets who may drink the water and wildlife who may live in the Lake; and

*WHEREAS*, the development of a Lake / Watershed Plan would develop a strategy toward addressing these water quality problems on a short and long term basis; and

*WHEREAS*, the Township is seeking funds from the New Jersey Department of Environmental Protection (NJDEP) through the 319 / 604(b) Planning grant program to cover the costs associated with the development of the Plan; and *WHEREAS*, grant applications are due by the 28th of February 2022 and the Township will work with Princeton Hydro to submit a grant application at no charge to the Township; and

*WHEREAS*, if the Township is awarded funding thorough the Planning grant program that Princeton Hydro would conduct the consulting and monitoring services associated with the project. *WHEREAS*, the total amount of requested funds is to be approximately \$83,000, which will cover the consulting and monitoring services associated with the project.

*NOW, THEREFORE, BE IT RESOLVED* by the Township of Liberty that on this the 3rd of February 2022 the Township authorizes Princeton Hydro to provide the Township with material for a 319 / 604(b) Planning grant application to be submitted to the NJDEP by the 28th of February 2022, requesting funds for the development of a Lake / Watershed Plan for Mountain Lake at no cost to the Township.

*BE IT FURTHER RESOLVED* that if the Township of Liberty is awarded funds through the NJDEP’s Planning grant program that associated monitoring and consulting services will be conducted by Princeton Hydro, to be paid through the grant.

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

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John Inscho,  
Mayor

**PLANET NETWORK**

It was agreed that Dan Grover would follow up to question and invite Planet Network Representatives to the 24 March 2022 workshop to explain their product/program.

**REPORT NJSP**

A NJ State Troop came before the Governing Body to report that thefts have been reported west of Liberty Township and inquire if anyone had questions of him

**ORDINANCE #2022.001 - PUBLIC HEARING -** A motion by Pete Karcher to open public hearing carried. A motion by Pete Karcher to adopt the following Resolution carried.

**RESOLUTION #2022.020  
ADOPTION OF ORDINANCE # 2022.001**

*WHEREAS*, said Ordinance entitled “Calendar Year 2022 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (NJSA40a: 4-45.14)” was passed on first reading on 6 January 2022; and

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

*BE IT RESOLVED* By the Township Committee of the Township of Liberty, County of Warren and State of New Jersey that the Ordinance entitled “Calendar Year 2022 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (NJSA40a: 4-45.14)” be passed on second reading and final adoption.

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

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John Inscho,  
Mayor

**DETENTION/RETENTION PONDS**

Documentation was provided to the Municipal Attorney for his determination of private vs. municipal ownership and maintenance responsibility.

**NEW BUSINESS**

**ROAD OPENING PERMIT – ELIZABETHTOWN GAS**

Following discussion of the Elizabethtown Gas proposal to open Townsbury and Pequest Roads to lay a gas line, it was agreed that Attorney Wenner, Jeff Snyder and Jess Symonds would coordinate details to compose a Resolution for adoption at the 24 March workshop.

RESOLUTIONS

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

RESOLUTION #2022.021  
ANNUAL PROFESSIONAL SERVICES

*WHEREAS*, the Township of Liberty has a need to acquire professional services as non-fair and open contracts pursuant to the provisions of NJSA 19:44A-20.4 to 20.5; and

*WHEREAS*, the CFO has determined and certified in writing that the value of the acquisition of each service will or may exceed \$17,500; and

*WHEREAS*, the anticipated term of these contracts is one year (and may be extended as approved by this governing body); and

*WHEREAS*, the following Professional Services shall complete and submit a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in the Township of Liberty in the previous one year, and that the contract will prohibit the Professional Service from making any political contributions through the term of the contract; and

*WHEREAS*, sufficient funds are available in the 2022 Temporary Budget and will be made available in the 2020 Municipal Budget for the Township of Liberty as required in NJAC 5:30-5.4

*BE IT RESOLVED* That the Township Committee of the Township of Liberty, County of Warren, and State of New Jersey authorizes the Mayor of Liberty Township to enter into a contract with the following Professional Services to provide professional services from 1 January 2020 through 31 December 2020:

Richard Wenner is hereby retained as the Municipal Attorney for the Township of Liberty

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

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John Inscho,  
Mayor

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

RESOLUTION #2022.022  
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 2021 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 \$269.00 be made between the 2021 Budget Appropriation Reserves as follows:

	FROM	TO
Group Health Insurance	\$ 269.00	
Finance O/E		\$ 269.00

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

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

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

RESOLUTION #2022.023

RESOLUTION OF THE LIBERTY TOWNSHIP COMMITTEE RECOMMENDING THE APPOINTMENT OF PROSECUTOR 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 John Caleca, to fill the position of Municipal Court Prosecutor of the Liberty Township Municipal Court to a term effective 1 January 2022 with expiration of 31 December 2022.

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

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John Inscho,  
Mayor

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

RESOLUTION #2022.024  
SALARY

WHEREAS, Salary Ordinance #2021.002 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 2022 in the amounts designated below. All salaries are retroactive to 1 January 2022 unless otherwise noted:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Desiree Dunn	Zoning Code Official	850.00/month

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

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

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

Resolution #2022.025  
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 \$1,005,115.29.

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

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

PUBLIC COMMENT was opened at 7:23 pm.

Laura McConnell – Ms McConnell requested the approval of the Governing Body to conduct a lantern festival on 17 September 2022 for suicide awareness. Mayor Inscho advised Ms. McConnell that she would have to provide Liberty Township with the same documentation that was required for the authorization of the Triathlon at Mountain Lake. A motion by Wayne Spangenberg authorizing a lantern festival on 17 September 2022 for suicide awareness carried.

Kenny Lunden – Mr Lunden requested use of the Gove at Mountain Lake for the 2022 Annual Car/Boat/Truck Show conducted by the Mountain Lake Fire Company on 31 July 2022. A certificate of Insurance naming Liberty Township additionally insured was received. A motion by Wayne Spangenberg authorizing the 2022 Annual Car/Boat/Truck Show conducted by the Mountain Lake Fire Company on 31 July 2022 carried.

Lisa Thomas – Ms. Thomas presented COVID website information and asked that the Governing Body consider posting this information on the website. The Municipal Attorney would review and take her request into consideration.

EXECUTIVE SESSION

At 7:48 pm a motion by John Inscho to adopt the following Resolution carried.

RESOLUTION #2022.026

*WHEREAS*, the Open Public Meetings Act P.L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

*WHEREAS*, this public body is of the opinion that such circumstances presently exists; and

*WHEREAS*, the Township Committee may wish to discuss any of the following conditions; confidential provisions of Federal Law or State Statute; information that may impair receipt of federal funding; invasion of individual privacy; collective bargaining agreement; real property negotiations; litigation; and, personnel and personnel policy. Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

- ✓ Potential Litigation - Buzzards Glory Road

*BE IT RESOLVED*, That the public be excluded from this meeting.

Vote: aye - Karcher  
 aye - Petersen  
 aye - Cummins  
 aye - Grover  
 aye - Inscho

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

At 8:09 pm, a motion by Mayor Inscho to reconvene the public meeting carried. Mayor Inscho stated that during executive session a matter of potential litigation was discussed. No action to follow.

ADJOURNMENT

There being no further business, a motion by Mayor Inscho to adjourn the meeting carried. Meeting adjourned at 8:09 p.m.

Diane M Pflugfelder RMC/MMC  
 Municipal Clerk/Administrator  
 Minutes Approved 3 March 2022

