

AGENDA
LIBERTY TOWNSHIP MEETING

4 November 2021
7:00 PM

Municipal Building
349 Mountain Lake Road
Great Meadows, NJ 07838

Sunshine Notice
Flag Salute
Roll Call

Reports:

New Jersey State Police
Committeepersons
Mayor
Municipal Professionals
Municipal Departments/Boards/Commissions

Adoption of Agenda

Adoption of Minutes

Meeting and Executive Session of 7 October 2021

Unfinished Business

Mountain Lake: Weed Harvesting Contract
PIX4D Software
Lake Funding Bill
Porcupine Cribs
Shared Service Agreement for Shared Municipal Court

New Business

Proposal for 2022 Retention/Detention Pond Maintenance
Concession Trailer for Free Union Fields
Winter 2021-2022 Snowplow Contract
Reorganization 2022
Buzzards Glory Road
Best Practices 2021
Freedom Business Machine 2022 Contract
Rising Star Award

Resolutions

Shared Service Agreement with Harmony Township for Municipal Court
Budget Transfer
Salary
Mountain Lake Fire Company TV Raffle – Feb 2022

Adoption of Bill List

Public Comment
Executive Session

Adjournment

A regularly scheduled meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 4 November 2021. 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; David Rogers; Peter Karcher; and, Wayne Spangenberg

Also, Present: Roger Skoog, Municipal Attorney; and, Diane M Pflugfelder, Municipal Clerk/Administrator

REPORTS

NEW JERSEY STATE POLICE

NJSP Trooper reported that vehicle break-ins are on the rise and the public should lock their parked cars. He stated that NJSP is hiring.

GREAT MEADOWS REGIONAL BOARD OF EDUCATION

Heather Wulf reported that the Board of Education heard the public’s request for more transparency. Strong Testing has begun to determine the gaps following the COVID amended school year. Great Meadows Regional School District has been approved by the Educational Resource Act which is funding to bring back teachers that were lost due to budgetary cuts. It was announced that the middle school gym would be available for basketball season.

MAYOR INSCHO

Mayor Inscho stated that the DPW is preparing winter plows and spreaders; the DPW office is greatly improved and a new DPW entrance gate is to be installed.

MUNICIPAL TAX COLLECTOR

A pre-printed report was received from the Municipal Tax Collector for October 2021 and placed on file

APPROVAL OF MINUTES

A motion by Wayne Spangenberg to adopt the public and executive session minutes of 7 October 2021 carried.

UNFINISHED BUSINESS

MOUNTAIN LAKE WEED HARVESTING

Bob Ballou, President of Mountain Lake Community Association, stated that the weed harvesting program would be rescheduled for summer or fall 2022. The Lake Association would need to coordinate with the State and lake front landowners prior to weed harvesting next year.

PIX4D SOFTWARE

At the October meeting it was agreed that Liberty Township would purchase the PIX4D software at a cost not to exceed \$390. Bob Ballou is to coordinate with Dave Rogers with vendor information and specifications for Liberty Township to purchase.

LAKE FUNDING BILL

Mayor Inscho reported conversation with Senator Steven Oroho and the status of Grant applications.

PORCUPINE CRIBS

The porcupine cribs have been placed in Mountain Lake and are identified with buoys.

SHARED SERVICE AGREEMENT FOR SHARED MUNICIPAL COURT

Following discussion, a motion by Pete Karcher to adopt the following Resolution carried.
(This Resolution was rescinded following Executive Session held on 4 November 2021)

RESOLUTION #2021.072
AWARD OF CONTRACT

BE IT RESOLVED, That the Township of Liberty hereby awards the contract for Shared Services Agreement for Shared Municipal Court between the Township of Liberty and the Town of Belvidere at the cost of \$8,920 for the year 2022, \$9,098.00 for the year 2023 and \$9,280.00 for the year 2023.

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

John Inscho,
Mayor

NEW BUSINESS

RETENTION/DETENTION POND MAINTENANCE

Discussion ensued on the maintenance of retention/detention ponds located within Liberty Township. It was agreed to investigate the Developer Agreements for each of the ponds to determine maintenance responsibility. A motion by Dan Grover authorizing the preparation of Bid Specifications for 2022 Retention/Detention Pond Maintenance carried.

CONCESSION TRAILER FOR FREE UNION FIELDS

An email of 12 October 2021 was received from Janet Torres requesting authorization to have a concession trailer at Free Union Fields during recreational programs. Following discussion, it was agreed that Liberty Township has not and would not allow any concessions upon municipal property that are a for-profit business. No action taken.

WINTER 2021-2022 SNOW PLOW CONTRACT

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

RESOLUTION #2021.073
AWARD OF CONTRACT

BE IT RESOLVED, That the Township of Liberty hereby awards the contract for Winter 2021-2022 Snow Plowing Assistance to Serene Landscape Construction LLC, PO Box 819, Blairstown, NJ 07825 who bid amounted to truck with plow and salter @ \$140/hour or truck with plow and no salter @ \$125/hour.

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

John Inscho,
Mayor

REORGANIZATION 2022

Mayor Inscho announced that Reorganization 2022 would be conducted Thursday, 6 January 2022, 6:00 pm at the Municipal Building, 349 Mountain Lake Road, Great Meadows, NJ

BUZZARDS GLORY ROAD

Discussion to be held in executive session.

BEST PRACTICES 2021

Mayor Inscho reported that Liberty Township had scored 19.0 points which made them eligible for no aid withholding. A motion by David Rogers to adopt the Best Practices 2021 documentation carried.

FREEDOM BUSINESS MACHINES

A motion by Wayne Spangenberg to authorize the Mayor to execute the one-year Maintenance Agreement between the Township of Liberty and Freedom Business Machines, Inc. carried.

RESOLUTION #2021.074
AWARD OF CONTRACT

BE IT RESOLVED, That the Township of Liberty hereby awards the Maintenance Agreement on Canon IR-2800, Serial #MPJ14346 to Freedom Business Machines, Inc., 333 Sparta Avenue, Sparta, NJ 07871 whose proposal amounted to \$69.00 per month; up to 40,000 images made during the year; and, excess pages will be billed at \$0.0185 per page with the understanding that due to the age of the equipment replacement parts that are needed to perform necessary functional repairs may be difficult to obtain.

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

John Inscho,
Mayor

RISING STAR AWARD

Mayor Inscho acknowledged that Liberty Township resident Maria Scricco is the recipient of the Rising Star Award that is awarded by the International Dark Skies Association. He hopes to have her attend a future meeting.

RESOLUTIONS

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

RESOLUTION #2021.075
A RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT
WITH THE TOWN OF BELVIDERE

WHEREAS, the Town of Belvidere provides shared court services to the Township of Liberty pursuant to a Shared Services Agreement expiring December 31, 2021; and

WHEREAS, for the purpose of effectuating further efficiency and cost savings, the Mayor and Township Committee of the Township of Liberty have determined it to be in the best interests of the citizens of the Township of Liberty to renew the Shared Services Agreement for Municipal Court services with the Town of Belvidere.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Liberty, County of Warren, State of New Jersey, as follows:

1. The Mayor and Clerk be and hereby are authorized to date and execute a Shared Services Agreement for a shared Municipal Court with the Township of Harmony, for the year 2021, the terms and conditions of which are specifically incorporated herein by reference.

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

John Inscho,
Mayor

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

RESOLUTION #2021.076
APPROPRIATION TRANSFERS

WHEREAS, there appears to be insufficient funds in one or more current budget appropriations to meet the demand thereon for the balance of the current year; and

WHEREAS there appears to be a surplus in one or more current budget appropriations over and above the demand deemed to be necessary for the balance of the current year.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Liberty, Warren County, New Jersey that in accordance with the provision of N.J.S.A. 40A:4-58, that the Chief Financial Officer be and is hereby authorized and directed to make the following transfer:

	<u>FROM</u>	<u>TO</u>
Group Insurance O/E	\$1,819.00	
Other Insurance O/E		\$1,819.00

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

John Inscho,
Mayor

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

RESOLUTION #2021.077
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 2021 in the amounts designated below. All salaries are retroactive to 1 January 2021 unless otherwise noted:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Section 2: Public Works Michael Mecsey	Laborer	\$23.00/hour, Effective 1 November 2021

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

John Inscho,
Mayor

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

RESOLUTION #2021.078
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 6 February 2022 to be held at Mountain Lake Fire Company, 99 Tamarack Road, Belvidere, New Jersey 07823 to be held at 2:00 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 Township Committee 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 - Rogers
aye - Karcher
aye - Spangenberg
abstain - Inscho

John Inscho,
Mayor

PAYMENT OF BILLS

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

RESOLUTION #2021.079
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 \$1,051,599.32.

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

John Inscho,
Mayor

PUBLIC COMMENT was opened at 7:40 pm.

No public comment

Public Comment concluded at 7:40 pm

EXECUTIVE SESSION

At 7:40 pm a motion by Mayor Inscho to adopt the following Resolution carried.

RESOLUTION #2021.080
EXECUTIVE SESSION

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
- ✓ Collective Bargaining Agreement - Shared Court

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

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

John Inscho,
Mayor

At 8:23 pm, a motion by Mayor Inscho to reconvene the public meeting carried. Mayor Inscho stated that during executive session matters of potential litigation and contractual agreement were discussed. Action to follow.

SHARED SERVICE AGREEMENT FOR SHARED MUNICIPAL COURT

A motion by Dan Grover to **rescind** Resolution #2021.072, award of Shared Service Agreement for Shared Municipal Court carried.

ADJOURNMENT

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

Meeting adjourned at 8:24 p.m.

Diane M Pflugfelder RMC/MMC
Municipal Clerk/Administrator
Minutes Approved 2 December 2021
