

AGENDA
LIBERTY TOWNSHIP WORKSHOP

1 December 2022
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
- Great Meadows Regional Board of Education

Adoption of Agenda

Adoption of Minutes

Meeting 3 November and Workshop 27 October 2022

Unfinished Business

- Detention/Retention Ponds
- Tax Lien Auctions

New Business

- Reorganization 2023
- Best Practices 2022 Survey
- Municipal Court Audit Charges
- Serene Landscaping Construction
- 2023 Cleaning Service Contract

Resolutions

- 2022 Budget Transfer
- Cancel Grant Balance
- ABC License #2114.33.003.003
- 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 1 December 2022. The meeting was opened by Deputy Mayor Dan Grover with Adequate Notice of Meeting and the Pledge of Allegiance at 7:07 p.m.

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

Absent: Mayor John Inscho

Also, Present: Richard Wenner, Municipal Attorney; and, Jennifer Breslin, Deputy Municipal Clerk

REPORTS

COMMITTEEPERSON SPANGENBERG – Mr. Spangenberg questioned the potential to donate unused sports equipment. Following discussion, it was agreed that the equipment in question needs to be inventoried and helmet dates confirmed for compliance prior to consideration of donation.

COMMITTEEPERSON KARCHER – Mr. Karcher requested two additional detailed quotes for the beach shack renovation project.

GREAT MEADOWS REGIONAL BOARD OF EDUCATION

Amber Gratacos – Ms. Gratacos reported that the Board of Education currently has a bus driver shortage.

APPROVAL OF MINUTES

A motion by Wayne Spangenberg to adopt the minutes of 3 November and workshop of 27 October 2022 carried.

UNFINISHED BUSINESS

DETENTION/RETENTION PONDS

Attorney Wenner reported that a title search has been received for the detention/retention pond off Pheasant Run; and it appears that this detention/retention pond is a municipal responsibility. He shall be preparing an easement agreement and have it memorialized by Resolution at a future meeting of the Governing Body.

TAX LIEN AUCTIONS

Attorney Wenner reported that he is finalizing a listing of tax liens for auction. It was suggested that properties on this listing be physically inspected prior to any municipal actions.

NEW BUSINESS

REORGANIZATION 2023

Deputy Mayor Grover announced that Reorganization 2023 would be conducted Thursday, 5 January 2023, 6:00 pm at the Municipal Building, 349 Mountain Lake Road, Great Meadows, NJ

BEST PRACTICES INVENTORY 2022

A motion by Pete Karcher to adopt the Best Practices 2022 documentation with a score of 34.50 carried.

MUNICIPAL COURT AUDIT CHARGES

A letter of 7 November was received from the Town of Belvidere requesting payment for auditing services for the Liberty Township Municipal Court for a charge of \$1,500.00. It was agreed that this request from the Town of Belvidere required further investigation prior to consideration of payment.

SERENE LANDSCAPE CONSTRUCTION CONTRACT

A motion by Pete Karcher to adopt the 2022-2023 snow plowing and salting contract with Serene Landscape Construction, LLC of PO Box 819, Blairstown, NJ 07825, be adopted, carried.

2021 CLEANING SERVICE CONTRACT

A motion by Wayne Spangenberg to adopt the 2023 Contract for Services to clean the municipal building by Carrie’s Cleaning Service of 3 Queen Anne Lane, Great Meadows, NJ 07838 carried.

RESOLUTIONS

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

RESOLUTION #2022.070
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>
Legal Services & Costs O/E	\$3,000.00	
Clerk S/W		\$275.00
Land Use O/E		\$1,625.00
Municipal Court O/E		\$1,100.00

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

Dan Grover,
Deputy Mayor

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

RESOLUTION #2022.071

APPROPRIATION TRANSFERS

WHEREAS, there exists Grant Receivables and Grant Reserves on the balance sheet which have been researched and are no longer valid due to the time period of the grants; and

WHEREAS, it is necessary to formally cancel the receivable balances and the appropriation grant reserve balances from the balance sheet.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Liberty, Warren County, New Jersey hereby authorizes the Chief Finance Officer to cancel the following grant appropriation and grant receivable balances:

Department of Transportation – Pequest Road – Grant Reserves	\$19,549.87
Highlands Plan Conformance Grant – Receivable	\$24,922.50

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

 Dan Grover,
 Deputy Mayor

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

RESOLUTION #2022.072
ISSUANCE OF 2020-2021 LIQUOR LICENSE TERM

BE IT RESOLVED that Resolution #2021.045 be rescinded and the following Resolution be adopted;

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 pursuant to a 12:39 Special Ruling of 4 June 2021, Docket No. 10.20.505, be renewed for the term of two years from the first day of July 2020, to midnight, 30 June 2021;

543 Route 46 LLC	543 Route 46 LLC 543 Route 46 Oxford, NJ 07863 License #2114.33.003.003 Fee: \$871.93
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Vote: aye - Grover
 aye - Rogers
 aye - Karcher
 aye - Spangenberg
 absent - Inscho

 Dan Grover,
 Deputy Mayor

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

RESOLUTION #2022.073
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 Governing Body in the amount of \$495,987.99.

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

 Dan Grover,
 Deputy Mayor

PUBLIC COMMENT

No public comment

BLOCK 11, LOT 42.21 – TAX EXEMPTION FOR DISABLED VETERAN

The Liberty Township Tax Assessor advised that the property owner of Block 11, Lot 42.21 had applied for a property tax exemption on her dwelling home as a total or 100% wartime service-connected disabled veteran. This veteran is entitled to this tax exemption as indicated in the documentation submitted to the Tax Assessor and in accordance with statute 54:4-3.30 for a Veteran Tax Exemption.

The Tax Collector requested direction from the Governing Body for an effective date of this tax exemption. Following discussion, the Governing Body agreed to grant tax exemption from 12 May 2022 (the date of disability). A Resolution of memorialization for this exemption shall be addressed at the 5 January 2023 meeting.

ADJOURNMENT

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

Meeting adjourned at 7:28 p.m.

Diane M Pflugfelder RMC/MMC
Municipal Clerk/Administrator
Minutes Approved 5 January 2023
