

A regularly scheduled meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 5 May 2011. The meeting was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:00 p.m.

Present: Mayor John Inscho; Deputy Mayor Mark Tibak; Dan Grover; Ronald Petersen, and John Fisher

Also, Present: Roger Skoog, Municipal Attorney

REPORTS

COMMITTEEPERSON FISHER

Great Meadows Regional Board of Education - Committeeperson Fisher reported that the Great Meadows Regional Board of Education has rescheduled their reorganization meeting to 12 May 2011. He had requested some information from the Board of Education President at the township meeting of 7 April 2011 and yet to receive a response. Committeeperson Fisher stated that he would follow-up with a written letter repeating his questions on the 2011.2012 budget.

COMMITTEEPERSON GROVER

Direct Install Program - Committeeperson Grover reported that the Direct Install electrical upgrade program installation had begun and the HVAC system would be completed upon receipt of permits and equipment.

DEPARTMENT OF PUBLIC WORKS

Steve Romanowitch, CPWM, presented the following verbal report:

- ✓ The Spring Cleanup program had begun
- ✓ Tree King would begin the annual tree cutting program with 18 proposed trees in 2011
- ✓ 6 trees would be removed along Danville Mountain Road to proceed with the road widening and paving project
- ✓ The temporary employ of summer help, John W Cerny was requested
- ✓ The summer DPW hours of 6:00 am to 2:30 pm would begin 1 June 2011

A motion by Ron Petersen to adopt the following Resolution carried.

Resolution #2011.046
Salary

WHEREAS, Salary Ordinance #2011.001 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 2011 in the amounts designated below. All salaries are retroactive to 1 January 2011 unless otherwise noted:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
John W Cerny	Part-Time DPW Help	\$12.00 per hour, effective 16 May 2011

Vote: aye - Fisher
aye - Petersen
aye - Grover

John Inscho,
Mayor

aye - Tibak
aye - Inscho

ENVIRONMENTAL COMMISSION

Chairperson, Phil Wooldridge stated that the Environmental Commission was coordinating a presentation on 16 June 2011, "The Story of Energy".

MUNICIPAL ENGINEER

The Municipal Engineer was not able to attend this meeting and would forward a written report

MAYOR

Municipal Court - Mayor John Inscho reported that Liberty Township was in receipt of a 28 April 2011 letter from Judge Craig U Dana thanking the municipality for their support of his nomination to be reappointed as the Judge of the North Warren at Hope Joint Municipal Court.

Municipal Building Repair - Mayor Inscho reported that a car had driven into the side of the municipal building on 8 April 2011. An insurance estimate had been received from the municipal insurance carrier, PAIC, and we are awaiting an estimate from their insurance carrier, Liberty Mutual.

MUNICIPAL CLERK

Spring Clean-up Vouchers – It was reported that over 200 clean-up day vouchers had been authorized to date. All vouchers contained the municipal seal and were numbered for tracking purposes. Evening hours for voucher distribution had been 14, 21 and 28 April from 6pm to 8pm and 27 April from 4 pm to 9 pm.

Electronic Dog License Program – It was reported that all dog license data had been transferred to the electronic dog licensing program.

2011 Dog Census Coordinator – Following review of the following data; number of dog licensed in 2008 was 702; number of dogs licensed in 2009 was 606; number of dogs licensed in 2010 was 571; and, number of dogs licensed in 2011 to date is 459, a motion by Mayor John Inscho to adopt the following Resolution carried.

Resolution #2011.047

BE IT RESOLVED, That the Township of Liberty hereby awards the conducting of the 2011 Liberty Township Dog Census to Donald R Drummond, 328 Mountain Lake Road, Great Meadows, NJ at the rate of \$2000.00 upon successful completion of the responsibility by 30 September 2011.

Vote: aye - Fisher
aye - Petersen
aye - Grover
aye - Tibak
aye - Inscho

John Inscho,
Mayor

Daily Deposit Procedure – In response to discussion with the Municipal Auditors and Mayor a daily deposit policy has been written and distributed to the staff. The policy makes both the depositor and the transporter accountable for municipal funds

2011-2012 ABC Liquor License Renewals – Following extensive research, legal guidance had been requested for license fees of the 2011-2012 ABC Liquor License renewal applications. The Township

Committee was requested to consider a 20% license fee increase for the year 2012-2013 from the current fee of \$871.93.

Intersection of Quenby Mountain and Free Union Roads – A resident had presented a dangerous intersection situation to the Mayor and Municipal Clerk on 27 April 2011 regarding the sight triangle of Quenby Mountain and Free Union Road. The Mayor reported that he had investigated and reported that the Municipal Engineer had designed the intersection for the common flow of traffic at an acceptable speed.

Workshop 26 May 2011 – The Municipal Clerk reported that representatives from the New Jersey Highlands Council would be presenting a session on the TDR (Transfer of Development Rights) at the regularly scheduled workshop of 26 May 2011. Notices had been distributed to the Municipal Land Use Board and Environmental Commission as well as the Independence Township Municipal Clerk.

Primary Petitions 2011 – It was reported that 2011 Primary Petitions had been received from Ronald Petersen and Mark Tibak for municipal government positions

2010 Audits - 2010 audits have been received and distributed to the township committee for their review. Consideration of adoption is scheduled for the regularly scheduled meeting of 2 June 2011.

Community Day 2011 – Liberty Township Community Day is scheduled for 11 June 2011 with a rain date of 12 June 2011 for the fireworks display. Community Day information has been placed on the municipal web site.

Lodge Acquisition Interest – The Municipal Clerk reported that a third party had contacted her with an interest in the acquisition of the Lodge.

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

Resolution #2011.048
Resolution to Adopt the
Multi-Jurisdictional Hazard Mitigation Plan

WHEREAS, The Township of Liberty has experienced various natural hazard events and has been found to be vulnerable to damages resulting from these events, such as property loss, economic hardship, and threats to public health and safety; and

WHEREAS, The Township of Liberty had previously entered into an agreement with the County of Warren to participate in the development of a Regional All-Hazards Pre-Disaster Mitigation Plan, now known as the Multi-Jurisdictional Hazard Mitigation Plan (the Plan); and

WHEREAS, The Plan recommends hazard mitigation actions that will protect people and property affected by natural hazards, will reduce future public, private, community and personal costs of disaster response and recovery, and will reinforce Liberty Township's leadership in emergency preparedness efforts; and

WHEREAS, The Plan, having been open to public review and comment on 19 May 2011 and on 22 July 2011 and meeting all other requirements as ordered by the New Jersey State Police, Emergency Management Section, Hazards Mitigation Unit, and the Federal Emergency Management Agency, Region 2, New York City, has been approved by both the State and Federal entities; and

WHEREAS, The Disaster Mitigation Act of 2000 (P.L. 106-390) and associated Federal regulations published under 44 CFR Part 201 require the Township of Liberty to formally adopt a Hazard Mitigation Plan to be eligible for federal funds for hazard mitigation projects and activities;

NOW, THEREFORE BE IT RESOLVED By the Township Committee of the Township of Liberty, that the Multi-Jurisdictional Hazard Mitigation Plan is hereby adopted as an official plan and that appropriate steps be taken to execute recommended actions, including periodic updates, and to fulfill reporting requirements as specified in the Plan.

Vote: aye - Fisher
aye - Petersen
aye - Grover
aye - Tibak
aye - Inscho

John Inscho,
Mayor

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

Resolution #2011.049
Application for Special Permit for Social Affair
Mountain Lake Fire Company

WHEREAS, An “Application for Special Permit for Social Affair” has been filed by the Mountain Lake Fire Company, 99 Tamarack Road, Belvidere, New Jersey 07823 for said social affair to be held on 3 June 2011 between the hours of 2:00 pm and 4 June 2011 2:00 am with a rain date of 10 June 2011; and

WHEREAS, The submitted application form is complete in all respects, and the State fees have been paid.

BE IT RESOLVED, That the Liberty Township Committee does hereby approve a social affair for the Mountain Lake Fire Company located at 99 Tamarack Road, Belvidere, New Jersey to be held on 3 June 2011 between the hours of 2:00 pm and 4 June 2011 2:00 am with a rain date of 10 June 2011 to be held in the area delineated on the application form.

Vote: aye - Fisher
aye - Petersen
aye - Grover
aye - Tibak
abstain - Inscho

John Inscho,
Mayor

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

Resolution #2011.050
Application for Special Permit for Social Affair
Mountain Lake Fire Company

WHEREAS, An “Application for Special Permit for Social Affair” has been filed by the Mountain Lake Fire Company, 99 Tamarack Road, Belvidere, New Jersey 07823 for said social affair to be held on 11 June 2011 between the hours of 11:00 am and 12 June 2011 2:00 am with a rain date of 12 June 2011; and

WHEREAS, The submitted application form is complete in all respects, and the State fees have been paid.

BE IT RESOLVED, That the Liberty Township Committee does hereby approve a social affair for the Mountain Lake Fire Company located at 99 Tamarack Road, Belvidere, New Jersey to be held on 11 June 2011 between the hours of 11:00 am and 12 June 2011 2:00 am with a rain date of 12 June 2011 to be held in the area delineated on the application form.

Vote: aye - Fisher
aye - Petersen
aye - Grover
aye - Tibak
abstain - Inscho

John Inscho,
Mayor

Walnut Drive – An email of 3 May was received from Michael Siena, 13 Birch Dive, requesting the consideration of the Township Committee to sell him abandoned property behind his home. The Mayor stated that he would have the Municipal Engineer investigate the situation.

APPROVAL OF MINUTES

A motion by Ron Petersen to adopt the public and executive session minutes of 7 April 2011 carried.

MUNICIPAL POSITION

A motion by Ron Petersen to appoint Dale Glynn as Municipal Sub-Code Plumbing Inspector carried. John Inscho abstained.

2011 BUDGET – A motion by John Inscho to open the public hearing carried. No comments were offered from the public. Mayor Inscho reported that the municipal budget had decreased from the 2010 budget. A motion by Mark Tibak to adopt the 2011 Municipal Budget Resolution carried.

RESOLUTION #2011.051
ATTACHED

NJDEP GROUND WATER GENERAL PERMIT AUTHORIZATION – It was reported that no response has been received from the NJDEP to the Mayor’s inquiry on the need for a 2011 NJDEP Ground Water General Permit Authorization at the Lodge.

COMCAST – The Municipal Attorney reported that he had forwarded a letter of suggestive contractual amendments to the Comcast proposal and was awaiting response.

JENNY JUMP AVENUE VACATION – The Municipal Attorney verified that the Title Search work had been conducted on the properties of Stanley Bojak, Block 48, Lot 9 and Block 61, Lot 2. The project is to be forwarded to the attention of Municipal Engineer.

MUNICIPAL CODE CHAPTER 38, ALARMS – The Municipal Attorney, Municipal Fire Official and Mountain Lake Fire Chief are to review Municipal Code Chapter 38, Alarms for modification of the false alarm penalty provisions.

MUNICIPAL CODE CHAPTER 94, TRAILERS – Following a brief history of Chapter 94, Trailers from the Mayor is was agreed that the Municipal Attorney would review the Chapter for enforcement, late penalties of fees and current applicability to the municipality.

FLOOD DAMAGE PREVENTION ORDINANCE – Following review on correspondence of 18 April 2011 from John H Moyle, PE, Manager, Bureau of Dam Safety and Flood Control of NJ DEP regarding a concern to revise the Township’s current Flood Damage Prevention Ordinance for continued participation in the National Flood Insurance Program, the Mayor agreed to contact the Municipal Engineer and Municipal Zoning Official for research on this issue previously conducted in 2010.

IT QUOTES – A sub-committee of Dan Grover and Mark Tibak was formed to research the IT quotes received from Nisivoccia Consulting LLC, Ricoh Business Solutions and Municipal Software.

RESOLUTIONS

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

Resolution #2011.052
Older Americans Month 2011

WHEREAS, Liberty Township is a community that includes citizens aged 60 and older; and

WHEREAS, The older adults in Liberty Township are the roots from which our community grows, who bestows gifts of wisdom and insight upon younger generations, and strengthen the bonds between neighbors to create a better place to live; and

WHEREAS, Our society can be enhanced by older adults aging peacefully in the communities; and

WHEREAS, The older adults in Liberty Township should be commended for their role in creating and bolstering the fiber of our community and nation; and

WHEREAS, Our community can provide that recognition and respect by enriching the quality of life for older Americans by:

Increasing their opportunities to remain in their communities as active and engaged citizens

Providing services, technologies, and support systems that allow seniors to foster and maintain connections within the community

Emphasizing the value of elders by publicly recognizing their contribution to the diversity, strength, and unity of our community

NOW, THEREFORE, BE IT RESOLVED the Township Committee of the Township of Liberty, Warren County does hereby proclaim May 2011 to be Older Americans Month. We urge every citizen to take time this month to honor our older adults and the professionals, family members, and volunteers who care for them. Our recognition of older Americans and their involvement in our lives can help us achieve stronger and more meaningful connections with each other and enrich our community’s quality of life.

Vote: aye - Fisher
aye - Petersen
aye - Grover
aye - Tibak
aye - Inscho

John Inscho,
Mayor

A motion by Mark Tibak to adopt the following Resolutions carried.

Resolution #2011.053
Municipal Clerks Week

WHEREAS, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world; and

WHEREAS, The Office of the Municipal Clerk is the oldest among public servants; and

WHEREAS, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels; and

WHEREAS, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality rendering equal service to all; and

WHEREAS, The Municipal Clerk serves as the information center on functions of local government and community; and

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, providence, county and international professional organizations; and

WHEREAS, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

NOW, THEREFORE, I , John Inscho, Mayor of the Township of Liberty do recognize the week of 1 May through 7 May 2011, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Vote: aye - Fisher
aye - Petersen
aye - Grover
aye - Tibak
aye - Inscho

John Inscho,
Mayor

A motion by Mark Tibak to adopt the following Resolution carried.

Resolution #2011.054
June 2011 Community Day Fireworks Event

WHEREAS, Liberty Township Recreation Commission has scheduled a Community Day Fireworks Event for 11 June 2011, rain date 12 June 2011 2009, to be held on the municipal property located at Block 52, Lot 42, 137 Lakeside Drive West; and

WHEREAS, It is desired that the Township sponsor a fireworks display for the entertainment of the residents during the Community Day event; and

WHEREAS, The Mountain Lake Fire Company will be in attendance.

NOW, THEN, BE IT RESOLVED, By the Township Committee of the Township of Liberty, Warren County, New Jersey that the Township of Liberty Township Committee hereby grants permission for and agrees to sponsor a display for fireworks to be performed by Interstate Fireworks Inc., PO Box 260, Rowland, PA 18457, telephone number 201.390.3345, on 11 June 2011, rain date 12 June 2011, provided that Interstate Fireworks Inc provide the Township of Liberty with a Certificate of Insurance naming the municipality as additionally insured in a form acceptable to the Municipal Attorney.

BE IT FURTHER RESOLVED, That a true copy of this Resolution shall be forwarded to the Liberty Township Fire Marshall, Division of Fire Safety, 349 Mountain Lake Road, Great Meadows, New Jersey 07838.

Vote: aye - Fisher
aye - Petersen
aye - Grover
aye - Tibak
aye – Inscho

John Inscho,
Mayor

PAYMENT OF BILLS

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

**Resolution #2011.55
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 \$974,909.54.

Vote: aye - Fisher
aye - Petersen
aye - Grover
aye - Tibak
aye - Inscho

John Inscho,
Mayor

PUBLIC COMMENT was opened at 7:32 pm.

Lisa Thomas – Presented various questions regarding the Lodge and public documents. In conclusion of discussion the Township Committee agreed to consider opening the Lodge on 11 June 2011, during Community Day festivities, as an Open House event. Mark Tibak agreed to coordinate this event.

Virginia Brady – Presented a concern over some deeps ruts along Hillcrest Drive from a construction site. The Department of Public Works was directed to inspect the site and report back to the Municipal Engineer.

Alice Bishop – Asked when a temporary bathroom facility would be installed at the Lodge.

Caroline Stuiber – Inquired on the inspection and activity status of the Wooded Valley Estates. The Municipal Zoning Official would be directed to investigate the parking of a trailer and active use of a dumpster on the site.

Lynn Gilmore – Inquired when something would be done to improve the aesthetics of the Casino site. Lengthy discussion ensued.

Ethan Hashagen – Requested that the Township Committee consider his interest in the acquisition of a twenty foot right-of-way adjacent to his property. Mr. Hashagen was requested to present the property information to the Municipal Clerk for review by the Township Committee.

Caroline Stuibler – Inquired into the status of the Mentor Home Education Reimbursement issue. John Fisher informed her that in response to a letter campaign there had been a successful collection of delinquent funds owed to the Board of Education.

PUBLIC SESSION closed at 8:05 pm

At 8:05 pm a motion by John Inscho to adopt the following Resolution carried.

Resolution #2011.56

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 governing body 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.

- ✓ Collective Bargaining Agreement
- ✓ Personnel and Personnel Policy

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

Vote: aye - Fisher
aye - Petersen
aye - Grover
aye - Tibak
aye - Inscho

John Inscho,
Mayor

At 8:42 pm, a motion by John Inscho to reconvene the public meeting carried.

Mayor Inscho stated that during executive session matters of personnel and contractual matters were discussed. Action to follow. Minutes of this session will be made available when deemed no harm to the public.

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

Resolution #2011.57

WHEREAS, The Township of Liberty is ever conscientious of municipal spending; and

WHEREAS, This public body was able to retain Alan DeCarolis as an Animal Control Officer for a sum substantially less than having been paid to Betty Wysocki and Gary Wysocki who had held the position of Animal Control Officers for Liberty Township ; and

WHEREAS, Betty and Gary Wysocki, were public employees subject to the rules and regulations of the New Jersey Department of Civil Service; and

WHEREAS, Betty Wysocki and Gary Wysocki have tendered their resignation to the Township of Liberty and have executed a full release exonerating Liberty Township from any and all liability to them.

NOW, THEREFORE, BE IT RESOLVED, That a Settlement has been reached between the Township of Liberty and Betty and Gary Wysocki with financial payment to Betty and Gary Wysocki in the amount of \$1,500.00.

Vote: aye - Fisher
aye - Petersen
aye - Grover
aye - Tibak
aye - Inscho

John Inscho,
Mayor

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

Meeting adjourned at 8:43 p.m.

Diane M Pflugfelder RMC/CMC
Municipal Clerk/Administrator
Minutes Approved XXXX