

A regularly scheduled workshop of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 26 May 2011. The meeting was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:03 p.m.

Present: Mayor John Inscho; Dan Grover, and Ronald Petersen

Absent: Deputy Mayor Mark Tibak; and John Fisher

Also, Absent: Roger Skoog, Municipal Attorney

## REPORTS

### COMMITTEEMAN PETERSEN

Committeeperson Petersen reported that the Department of Public Works has been busy with grass mowing and storm cleanup in the past weeks.

### COMMITTEEMAN GROVER

Committeeman Grover reported that the 2010 Energy Grant work would be proceeding next week with the HVAC/AC unit installation in the municipal building

### NEW JERSEY HIGHLANDS TDP (Transfer of Development Rights) PROGRAM

A presentation was made by Eileen Swan, Executive Director and Thomas Borden, Deputy Executive Director and Chief Counsel on the Highlands Transfer of Development Rights (TDR) Program.

Transfer of Development Rights (TDR) is a land use tool that permits a community to utilize market forces to encourage the transfer of development potential from areas that the community wants to preserve, called sending zones, to areas that are more appropriate to accommodate increased growth, called receiving zones. TDR has become an increasingly important land use tool to preserve lands with sensitive resources, whether those resources are environmental, agricultural, or historical.

The session concluded with a question/answer period with members of the public.

## NEW BUSINESS

### LODGE AUCTION

Mayor Inscho informed those present that there are seven individual parties that have expressed an interest in the acquisition of the lodge to date. An auction sign has been posted on the site and an auction is proposed for July 2011.

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

Resolution #2011.058  
Appointment of Deputy Municipal Clerk

*WHEREAS*, With the resigning of Linda Leidner as the Deputy Municipal Clerk of Liberty Township, Warren County, a vacancy has occurred in the office of Deputy Municipal Clerk; and

*WHEREAS*, In accordance with Chapter 7A-1-2 of the Municipal Code, there is hereby created the office of Deputy Municipal Clerk and the Deputy Municipal Clerk shall be appointed by the Liberty Township Committee; and

*WHEREAS*, The Liberty Township Committee had publicly advertised and conducted interviews for the position of Deputy Municipal Clerk; and

*WHEREAS*, The Liberty Township Committee recognizes Eleanor Clarkson as well qualified for the position of Deputy Municipal Clerk of Liberty Township.

*NOW, THEREFORE, BE IT RESOLVED* By the Township Committee of the Township of Liberty, Warren County, New Jersey, Eleanor Clarkson is hereby confirmed as the Deputy Municipal Clerk of the Township of Liberty, Warren County effective 23 May 2011.

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

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

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

Resolution #2011.059  
Appointment of Alternate Deputy Municipal Registrar

*WHEREAS*, In accordance with NJSA 26:8-17, 26:8-17, the local registrar, immediately upon acceptance of the appointment, shall appoint a deputy to assist in the normal, day-to-day operation of the office and whose duty shall be to act in the registrar's stead in case of absence, disability or death of the registrar. In case of death of the local registrar the deputy shall act as local registrar until a new local registrar has been appointed and qualified; and

*WHEREAS*, In addition to a deputy registrar, the local registrar may appoint one or two alternate deputy registrars if the local registrar deems such an appointment be necessary for the office to function efficiently and to provide quality service to the public

*WHEREAS*, The Liberty Township Municipal Clerk recognizes Eleanor Clarkson, as qualified for the position of Alternate Deputy Municipal Registrar of Liberty Township.

*NOW, THEREFORE, BE IT RESOLVED* By the Township Committee of the Township of Liberty, Warren County, New Jersey acknowledges the appointment of Eleanor Clarkson as the Alternate Deputy Municipal Registrar of the Township of Liberty, Warren County effective 23 May 2011.

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

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

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

Resolution #2011.060  
Amended Salary Resolution for New Employee(s)

*BE IT ORDAINED* By the Township Committee of the Township of Liberty, Warren County, State of New Jersey, that the following salary resolution be adopted. All salaries are retroactive to 1 January 2011 unless otherwise noted:

Section 1 - The salaries of the following township employee(s) shall be:

Deputy Township Clerk - \$13.00 per hour to be paid bi-weekly, effective 23 May 2011

Animal Control Official - \$5,000.00 per year to be paid bi-weekly, effective 1 June 2011

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

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John Inscho,  
Mayor

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

Resolution #2011.061

*WHEREAS*, Donald Robert Drummond began employment with the Township of Liberty in 2002 as a Department of Public Works Employee; and

*WHEREAS*, The unfortunate death of Doris Drummond, Mother of Donald Robert Drummond, occurred while vacationing with son Donald Robert Drummond in Florida on 2 May 2011; and

*WHEREAS*, The Liberty Township employee procedure and policy manual, updated October 2010, Section VII, Leaves of Absence, addresses Bereavement Leave; and

*WHEREAS*, The policy states that leave shall be granted up to four working days of bereavement leave with pay for a death in their immediate family and bereavement leave shall extend from the date of death to the date of the funeral; and

*WHEREAS*, The Liberty Township Committee feels that the unfortunate death of Doris Drummond has occurred under extraordinary circumstances; and

*WHEREAS*, The Liberty Township Committee does not feel that four days bereavement leave is sufficient under this situation.

*THEREFORE BE IT RESOLVED*, That due to the unfortunate death of Doris Drummond, while vacationing with her son Donald Robert Drummond in Florida on 2 May 2011, the Liberty Township Committee have granted Donald Robert Drummond an extended bereavement leave with pay for the period of 9 may 2011 through 13 may 2011.

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

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John Inscho,  
Mayor

At 7:58 pm a motion by John Inscho to adopt the following Resolution carried.

Resolution #2011.062

*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.

- ✓ Personnel and Personnel Policy

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

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

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John Inscho,  
Mayor

At 8:14 pm, a motion by John Inscho to reconvene the public meeting carried.

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

Meeting adjourned at 8:14 p.m.

Diane M Pflugfelder RMC/CMC  
Municipal Clerk/Administrator  
Minutes Approved 2 June 2011