

A regularly scheduled workshop of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 28 June 2012. The meeting was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:08 p.m.

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

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

## REPORTS

### COMMITTEEPERSON PETERSEN

Committeeperson Petersen reported that the paving projects upon Rader Road and Far View Road have been completed. He stated that the municipality is waiting on documentation for the well capping along Lewis Lane.

### DEPARTMENT OF PUBLIC WORKS

Steve Romanowitch, CPWM, presented the following verbal report:

- ✓ The 2-inch overlay on Rader and Far View Roads is complete.
- ✓ Danville Line has been retained to re-stripe the roads with a double middle and both outside lines
- ✓ QP backfill will be placed along Rader and Far View Road edges
- ✓ The plan is to pave a portion of Quenby Mountain Road to Hillcrest in 2013 and the remainder of Quenby Mountain Road in 2014.

### MAYOR INSCHO

Mayor Inscho reported that the Liberty Township Emergency Operations Plan has been updated by the Warren County Office of Emergency Management. It has been determined that the Plan meets the criteria of the State of New Jersey Municipal EOP Checklist.

Mayor Inscho read the following letter which was received from Mark Tibak.

“I am writing this letter to inform you that as of June 30, 2012, I will be stepping down from my position on the Liberty Township Committee. Although this decision is not an easy one, it is the right one not only for myself, but for the Township most importantly.

As we all know, personal circumstances do changes at times, and as a result I will be relocating out of the Township in the near future. I am excited and looking forward to this next chapter in my personal life.

I am extremely flattered to have had the opportunity to serve the Township residents for the past 9 ½ years on the Committee, the last 1 ½ years as Deputy Mayor, as well as 2 years on the planning Board prior to being elected to the Township Committee.

I have been honored to serve the Township with my fellow Committeemen and Mayor, and would like to thank the Township Employees for all their hard work over the years, and especially thank the resident of Liberty Township for their support throughout my tenure. It has been a sincere honor which I am extremely grateful.

Respectfully,  
Mark Tibak

Deputy Mayor  
Liberty Township Committee”

Mayor Incho reported that the Liberty Township Republican Committee had submitted three names for consideration of appointment to fulfill the term of Mark Tibak. The names were; Peter Karcher, Joanne Ward and William Vonder Haar. A motion by Ron Petersen to appoint Peter Karcher to fulfill the vacated term of Mark Tibak carried.

#### OLD BUSINESS

#### DEPARTMENT ANALYSIS

A quote was presented and discussed on the option of going with a third party electrical service carrier. Dissuasion ensued on a Utility Advocate program. The program is an audit of the municipal expenses incurred for electrical service over the past 36 months to review potential errors and/or overcharges. Municipal cost would be 50% of any overpayments or zero if no errors are discovered.

#### NEW BUSINESS

#### LEWIS LANE STABILIZATION DRAINAGE BID

Bids were opened on 26 June 2012 at 10:00 am by Joseph Kosinski of Ferriero Engineering, Inc. at the Liberty Township Municipal Building, 349 Mountain Lake Road, Great Meadows, NJ with Diane M Pflugfelder present. The following Bids were received;

<u>Company</u>	<u>Price</u>
Andy-Matt Inc PO Box 461 Budd Lake, NJ 07828	\$185,059.00
Ferraro Construction Corp 5 Park Drive Franklin, NJ 07416	\$192,910.00
Harrington Construction 50 Parker Road Chester, NJ 07930	\$194,535.00
KDP Developers 220 Goodsprings Road Stewartsville, NJ 08886	\$138,988.00
Lakeside Construction PO Box 806 Hopatcong, NJ 07843	\$226,015.00
Montana Construction 80 Contant Avenue Lodi, NJ 07644	\$332,275.00

Following discussion, a motion by Ron Petersen to adopt the following resolution carried.

Resolution #2012.048

## Award of Contract

*BE IT RESOLVED*, That the Township of Liberty hereby awards the contract for Lewis Lane Stabilization & Drainage to KDP Developers, 220 Goodsprings Road, Stewartsville, NJ whose bid amounted to \$138,988.00.

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

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 John Inscho,  
 Mayor

## BLUE LIGHT APPLICATIONS

A motion by Dan Grover authorizing Mayor Inscho to execute Blue Light Application for the following Mountain Lake Fire Company members carried.

Kenneth Lunden Jr  
 Mitchell Stout  
 Alvin LaBarre  
 Kenneth Lunden Sr

Robert Lunden  
 Sean Gilmore  
 Michael Tate  
 Pete Hubert

Gerald Thorry  
 Joseph Russo  
 Daniel Inscho  
 Joseph Thomas

## FEMA PROJECT WORKSHEET #4011009, Alternate Project

A letter of 17 May 2012 was received from Lou Goetting, Deputy Chief of Staff, New Jersey Office of the Governor, informing Liberty Township that the alternate project is ineligible, citing inactive use facilities are not eligible for reimbursement.

## WARREN COUNTY AUCTION

The annual Warren County Auction is scheduled for Saturday, 8 September 2012. The auction is for the sale of no longer needed vehicles, furniture, lawn equipment and any excess equipment. A motion by John Fisher to adopt the following Resolution carried.

## Resolution #2012.049

Authorization to Auction Surplus Equipment, Vehicles, Parts,  
 Furniture and Supplies of the Township of Liberty, Warren County  
 at a Public Auction of Warren County Board of Chosen Freeholders

*WHEREAS*, the Township of Liberty is presently storing various items no longer needed for public use by the municipal departments.

*BE IT RESOLVED*, By the Township of Liberty pursuant to the provisions of NJSA 40A:11-36, that said equipment, furniture and supplies be and the same are hereby ordered to be disposed of by Public Auction, to be held Saturday, 8 September, 2012 beginning at 10:00 am prevailing time at the Warren County Road Department facility, Route 519, White Township, New Jersey.

*BE IT FURTHER RESOLVED* That Notice of said sale shall be published by in newspapers at least seven (7) days prior to sale by the County of Warren.

*BE IT FURTHER RESOLVED* That all items shall be sold to the highest bidder, and the terms of the sale shall be sold as is and where is, whiteout warranty or guarantee of any kind, upon payment of the full amount, subject to al lawfully advertised terms and restriction.

*BE IT FURTHER RESOLVED* That the Warren County Director of Purchasing is hereby authorized and directed to perform all acts and to execute of behalf of this body, all documents required by Statute or this Resolution to effectuate said sale.

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

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John Inscho,  
Mayor

**NRCS ASSURANCE**

Discussion ensued on USDA/NRCS Form ADS.78, Assurances Relating to Real Property Acquisition. The form is executed by the municipality to provide assurances to the Natural Resources Conservation Service of the US Department of Agriculture which is required in connection with the installation of project measures which involve Federal financial assistance furnished by NRCS. A motion by Ron Petersen authorizing Mayor Inscho to executed said document carried.

PUBLIC COMMENT was opened at 7:38 pm.

Alice Bechok – Ms Bechok reported that she has plans to remove a tulip tree upon her property. During the tree removal process there may be traffic closures upon Lewis Lane. The Township Committee supported her removal of the tree and asked to be notified of the tree removal scheduling.

Lynn Gilmore – Ms Gilmore thanked the Township Committee for the trash cleanup at the Hotel. She inquired into the status of storm water management plans upon Jenny Jump Mountain and the activity of traffic on Lewis Lane during the stabilization project.

Public session concluded at 8:43 pm.

At 7:43pm a motion by John Inscho to adopt the following Resolution carried.

**Resolution #2012.050**

*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.

- ✓ Invasion of Individual Privacy – OPRA Request
- ✓ Personnel – Department of Public Works

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

Vote: aye - Fisher

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aye - Petersen  
aye - Grover  
aye - Tibak  
aye - Inscho

John Inscho,  
Mayor

At 8:12 pm, a motion by John Inscho to reconvene the public meeting carried.

Mayor Inscho stated that during executive session matters of personnel and individual provacy were discussed. Action to follow.

RESOLUTION

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

Resolution #2012.051  
Resolution Requesting Approval of Items of  
Revenue and Appropriations NJSA 40A:4-87

*WHEREAS*, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertions of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

*WHEREAS*, the Director may also approve the insertion of an item of appropriation for equal amount.

*NOW, THEREFORE, BE IT RESOLVED*, That the Township Committee of the Township of Liberty in the County of Warren, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2012 in the sum of \$225,000, which is now available from Natural Resources Conservation Service (NRCS) Grant: Mountain Lake Landslide Treatment in the amount of \$225,000.

*BE IT FURTHER RESOLVED*, That the like sum of \$225,000 is hereby appropriated under the caption NRCS Grant; and

*BE IT FURTHER RESOLVED*, That the above is the result of funds from Natural Resources Conservation Service in the amount of \$225,000.

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

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John Inscho,  
Mayor

DEPARTMENT OF PUBLIC WORKS

Following discussion in executive session, a motion by John Inscho to authorize the posting of a help wanted position for Assistant Supervisor of Department of Public Works, with resumes due 26 July 2012 carried.

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

Meeting adjourned at 8:14 p.m.

Diane M Pflugfelder RMC/MMC  
Municipal Clerk/Administrator  
Minutes Approved 2 August 2012