

A regularly scheduled meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 6 November 2014. 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; Carl Cummins; Ronald Petersen, and Peter Karcher

Absent: Deputy Mayor Dan Grover

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

REPORTS

COMMITTEEPERSON PETERSEN

Mr. Petersen reported that the DPW Supervisor had collected specifications for a full matrix radar driver feedback sign from three businesses. In review of the quotes and discussion on the need for Liberty Township to acquire and radar device a motion by Pete Karcher to adopt the following Resolution carried.

Resolution #2014.074
Award of Contract

BE IT RESOLVED, That the Township of Liberty hereby awards the acquisition of a Blinker Radar 18” Character Display Full Matrix Radar Driver Feedback Sign to Garden State Highway Products, Inc., 1740 East Oak Road, Vineland, NJ 08361 whose quote amounted to \$6,764.50.

Vote: aye - Karcher
aye - Petersen
aye - Cummins
absent - Grover
aye - Inscho

John Inscho,
Mayor

Mr. Petersen also stated that the Liberty Township Open Space Committee would need to hold a meeting in January 2015 as per a Warren County request to review the Municipal Open Space Plan.

COMMITTEEPERSON CUMMINS

Mr. Cummins reported that there would be a special meeting of Liberty and Independence Township Governing Bodies on Wednesday, 12 November 2014 at 7:00 pm in the Independence Township Municipal Building to hear a presentation on the Roes Island Wetland Mitigation and Riparian Zone Compensation Plan.

DEPARTMENT OF PUBLIC WORKS

Steve Romanowitch, CPWM, presented the following verbal report:

- ✓ Corey Brothers have adjusted the back brakes on the '88 International
- ✓ Salt spreaders are prepared and ready for the season
- ✓ The fuel pump went out on the DR brush mower and has been repaired

GREAT MEADOWS REGIONAL BOARD OF EDUCATION

William Vonder Haar, Great Meadows Regional Board of Education Liaison, introduced himself and stated that he would be attending the Township meetings.

MUNICIPAL ZONING

A pre-printed report was received from the Municipal Zoning Official for October 2014 and presented to members of the Township Committee for review

MUNICIPAL CLERK/ADMINISTRATOR

A pre-printed report was received from the Municipal Clerk/Administrator for October 2014 and presented to members of the Township Committee for review.

MUNICIPAL BUILDING CLEANING SERVICES

Mayor Inscho reported that interviews had been conducted earlier this evening for a municipal building cleaning service. Following discussion, a motion by Mayor Inscho to adopt the following Resolution carried.

Resolution #2014.075
Award of Contract

BE IT RESOLVED, That the Township of Liberty hereby authorizes the Mayor to execute a cleaning contract for the Municipal Building located at 349 Mountain Lake Road, Great Meadows, to Carrie’s Cleaning Service, PO Box 225, Great Meadows, New Jersey 07838.0225 at a cost of \$125.00 per bi-weekly cleaning.

Vote: aye - Karcher
aye - Petersen
aye - Cummins
absent - Grover
aye - Inscho

John Inscho,
Mayor

APPROVAL OF MINUTES

A motion by Ron Petersen to adopt the public and executive session minutes of 2 and 23 October 2014 carried.

UNFINISHED BUSINESS

ORD. #2014.010 - PUBLIC HEARING - A motion by John Inscho to open public hearing and adopt the following resolution carried.

Resolution #2014.076
Adoption of ORD. # 2014.010

WHEREAS, said Ordinance entitled ‘An Ordinance Amending Chapter 49 “Dogs and Other Animals” of the Township of Liberty, Warren County, New Jersey’ was passed on first reading on 2 October 2014 and

WHEREAS, the public hearing of said Ordinance has been held as advertised and is now closed,

BE IT RESOLVED By the Township Committee of the Township of Liberty, County of Warren and State of New Jersey that the Ordinance entitled ‘An Ordinance Amending Chapter 49 “Dogs and Other Animals” of the Township of Liberty, Warren County, New Jersey’ be passed on second reading and final adoption.

Vote: aye - Karcher
aye - Petersen
aye - Cummins

John Inscho,
Mayor

absent - Grover
aye - Inscho

DISCUSSION ON ROAD OPENING ORDINANCE

It was agreed to carry this discussion and research into 2015.

NEW BUSINESS

WARREN COUNTY OFFICE OF EMERGENCY MANAGEMENT

William Hunt, Warren County Deputy Emergency Management Coordinator, attended this Township meeting. Discussion ensued on the State mandated updates to all municipal OEM plans for 2016 and the need for volunteers. Mr. Hunt acknowledged receipt of the second Liberty Township application for Mitigation Program for Generator Acquisition.

FREEDOM BUSINESS MACHINES

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

Resolution #2014.077
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.

Vote: aye - Karcher
aye - Petersen
aye - Cummins
absent - Grover
aye - Inscho

John Inscho,
Mayor

REORGANIZATION 2015

Mayor Inscho announced that Reorganization 2015 would be conducted Thursday, 8 January 2015, 7:00 pm at the Municipal Building, 349 Mountain Lake Road, Great Meadows, NJ

RESOLUTIONS

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

Resolution #2014.078
Governor’s Council on Alcoholism and Drug Abuse
Fiscal Grant Cycle July 2014-June 2019

WHEREAS, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey; and

WHEREAS, the Governing Body of the Township of Liberty, County of Warren, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and

WHEREAS, the Governing Body of the Township of Liberty further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and

WHEREAS, the Governing Body of the Township of Liberty has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Warren.

BE IT RESOLVED By the Township of Liberty, County of Warren, New Jersey here by recognizes the following;

1. The Governing Body does hereby authorize submission of a strategic plan for the Great Meadows regional Municipal Alliance Grant for fiscal year 2014 in the amount of:

DEDR	4,034
Cash match	1,210
In-Kind	3,026

2. The Governing Body acknowledges the terms and conditions for administering the Municipal Alliance Grant, including the administrative compliance and audit requirements.

Vote: aye - Karcher
 aye - Petersen
 aye - Cummins
 absent - Grover
 aye - Inscho

 John Inscho,
 Mayor

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

Resolution #2014.079
 Recognition of Pancreatic Cancer Awareness Month

WHEREAS, in 2014, an estimated 46,420 people will be diagnosed with pancreatic cancer in the United States and 39,590 will die from the disease; and

WHEREAS, pancreatic cancer is one of the deadliest cancers, is currently the fourth leading cause of cancer death in the United States and is projected to become the second by 2020; and

WHEREAS, pancreatic cancer is the only major cancer with a five-year relative survival rate in the single digits at just six percent; and

WHEREAS, when symptoms of pancreatic cancer present themselves, it is generally late stage, and 73 percent of pancreatic cancer patients die within the first year of their diagnosis while 94 percent of pancreatic cancer patients die within the first five years; and

WHEREAS, approximately 1220 deaths will occur in New Jersey in 2014; and

WHEREAS, the Recalcitrant Cancer research Act was signed into law in 2013, which calls on the National Cancer Institute to develop a scientific framework, or strategic plans, for pancreatic cancer and other deadly cancers, which will help provide the strategic direction and guidance needed to make true progress against these diseases; and

WHEREAS, the Pancreatic Cancer Action Network is the national organization serving the pancreatic cancer community in Mount Olive and nationwide through a comprehensive approach that includes public policy, research funding, patient services, and public awareness and education related to developing effective treatments and a cure for pancreatic cancer; and

WHEREAS, the Pancreatic Cancer Action Network and its affiliates in Mount Olive support those patients currently battling pancreatic cancer, as well as to those who have lost their lives to the disease, and are committed to nothing less than a cure; and

WHEREAS, the good health and well-being of the residents of Liberty Township are enhanced as a direct result of increased awareness about pancreatic cancer and research into early detection, causes, and effective treatments; Therefore Be It

RESOLVED That the Governing Body of the Township of Liberty designate the month of November 2014 as “Pancreatic Cancer Awareness Month” in Liberty Township.

Vote: aye - Karcher
aye - Petersen
aye - Cummins
absent - Grover
aye - Inscho

John Inscho,
Mayor

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

Resolution #2014.080
Resolution to Adopt Pay-To-Play Policy and Procedure

WHEREAS, the Township of Liberty, Warren County is a municipality incorporated within the State of New Jersey in the year 1926 and governed by five Committee-people that are elected by the members of the municipality at large; and

WHEREAS, the Township of Liberty, Warren County must comply with PL 2004, Chapter 19 (as amended by PL 2005, c 51) NJSA 19:44-20.4 et seq., known as the “New Jersey Local Unit Pay-to-Play” law; and

WHEREAS, the Township Committee believes that it is in the best interests of the municipality to accept an “Alternate” procedure, as defined in law, for the award of 2015 professional services contracts that are not publicly bid and may exceed \$17,500.00 annually or during the life of the contract; and

WHEREAS, the Township Committee believes that contracts for goods and services, from a single vendor, with a value greater than \$17,500.00 and less than the Local Public Bidding Threshold should be decided on a case-by-case basis; and

WHEREAS, the Township Committee requires contracts for goods and services, from a single vendor, except professional contracts, with a value greater than the Local Public Bidding Threshold will be bid according to the Local Public Bidding requirements.

BE IT RESOLVED That the Township Committee does hereby adopt the Pay-to-Play Policy and Procedures as the official purchasing policy for contracts covered under the above mentioned statutes.

Vote: aye - Karcher
aye - Petersen
aye - Cummins
absent - Grover
aye - Inscho

John Inscho,
Mayor

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

Resolution #2014.081
Confirmation on Discontinuation of
Liberty Township ABC License # 2114.33.001.002

WHEREAS, License No. 2114.33.001.002 failed to Petition for NJSA 33:1-12.18 Relief for the 2012-2013 License Term; and

WHEREAS, License No. 2114.33.001.002 failed to Petition for NJSA 33:1-12.18 Relief for the 2013-2014 License Term; and

WHEREAS, License No. 2114.33.001.002 failed to Petition for NJSA 33:1-12.18 Relief for the 2014-2015 License term.

BE IT RESOLVED, License No. 2114.33.001.002 ceased to exist for Failure to Petition for NJSA 33:1-12.18 Relief for 2012-2013, 2013-2014 and 2014-2015 License Term.

BE IT RESOLVED, This license lapsed and ceased to exist as of 30 June 2012, since the licensee failed to comply with the NJSA 33:1-12.13, NJSA 33:1-12.18 and NJSA 13:2-42.1(a)2.

Vote: aye - Karcher
aye - Petersen
aye - Cummins
absent - Grover
aye - Inscho

John Inscho,
Mayor

There was no motion to adopt the following Resolution carried.

Authorizing an Interlocal Service Agreement
for a Joint Municipal Court

WHEREAS, a joint municipal court is permitted to be established by Ordinance pursuant to N.J.S.A. 2B: 12-1, et seq.; and

WHEREAS, the Interlocal Service act, N.J.S.A. 40:8A-1, et seq. permits municipalities to enter into contracts for shared services pursuant to a resolution; and

WHEREAS, the Township of Liberty desires to contract with the Townships of Hardwick, Hope and White for the establishment of a joint municipal court;

BE IT RESOLVED By the Governing Body of the Township of Liberty in the County of Warren, New Jersey as follows:

1. The Mayor and Municipal Clerk are hereby authorized and directed to execute a document entitled "Agreement for Inter-Municipal Court for the Municipalities of Townships of Hope, Liberty, White and Hardwick, a true copy of which is appended hereto and incorporated herein by reference.
2. A copy of the Agreement shall be filed and open to public inspection at the Municipal offices.

PAYMENT OF BILLS

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

Resolution #2014.082
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 \$1,010,678.22.

Vote: aye - Karcher
 aye - Petersen
 aye - Cummins
 absent - Grover
 aye - Inscho

 John Inscho,
 Mayor

PUBLIC COMMENT was opened at 7:34 pm.

Eileen Heydecke – Ms. Heydecke requested clarification on the difference between the three speed monitoring device quotes. Ms. Heydecke also volunteered to be involved with the Liberty Township OEM program in 2015.

Lorraine Thiel – Ms. Thiel also volunteered to be involved with the Liberty Township OEM program in 2015.

Suzanne Buchanan – Ms. Buchanan presented a request to the Township Committee for their support of the Trinity United Methodist Church of Hackettstown, NJ to conduct a Liberty Township road clean-up project along 6.5 miles of municipal roads as a fund-raiser for the Haiti Mission Team. She presented a Certificate of Insurance, a listing of roads and distances proposed to be cleaned. Following discussion, A motion by John Inscho authorizing the Trinity United Methodist Church of Hackettstown Road Side clean-up as part of the Liberty Township Municipal Clean Communities program in the amount not to exceed \$650.00carried.

At 7:42 pm a motion by John Inscho to adopt the following Resolution carried.

Resolution #2014.083

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 , regarding Wooded Valley Estates
- ✓ Personnel and Personnel Policy, Tax Assessor and Department of Public Works

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

Vote: aye - Karcher
 aye - Petersen
 aye - Cummins
 absent - Grover
 aye - Inscho

 John Inscho,
 Mayor

At 8:00 pm, a motion by Mayor Inscho to reconvene the public meeting carried. Mayor Inscho stated that during executive session matters of personnel and contractual agreement were discussed. Action to follow.

TAX ASSESSOR

Following discussion in executive session, a motion by Joh Inscho to approve the following public office hours carried;

- 1 November - 31 March
- 5:00 pm to 7:00 pm, Tuesday evenings
- 4:00 pm to 6:00 pm, on the second Tuesday of each month
- 1 April - 31 October
- 5:00 pm to 8:00 pm, Tuesday evenings
- 4:00 pm to 6:00 pm, on the second Tuesday of each month

DEPARTMENT OF PUBLIC WORKS

Following discussion in executive session, a motion by Joh Inscho advertising the position of Assistant Road Supervisor carried.

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

Meeting adjourned at 8:02 p.m.

Diane M Pflugfelder RMC/MMC
 Municipal Clerk/Administrator
 Minutes Approved 4 December 2014