

A regularly scheduled meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 4 December 2014. 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 Dan Grover; Carl Cummins; and, Ronald Petersen

Absent: Deputy Mayor Dan Grover; and Peter Karcher

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

REPORTS

COMMITTEEPERSON PETERSEN

Mr. Petersen reported on the 12 November of Independence and Liberty Townships for the presentation of the Roes Island Project. Following discussion, the Municipal Attorney was directed to prepare a letter stating the Liberty Township Committee has no objection to the plan as presented at the 12 November 2014 meeting.

DEPARTMENT OF PUBLIC WORKS

Steve Romanowitch, CPWM, presented the following verbal report:

- ✓ The electronic speed monitoring device has been ordered
- ✓ The DPW staff is cleaning brush and filling pot holes
- ✓ 200 tons of rock salt have been delivered/stored
- ✓ 2008 GMC had a flat tire and has oil leaks
- ✓ 1988 International had an oil line leak
- ✓ The DPW staff is scheduled to attend a class 9 December on vehicle maintenance
- ✓ The boat dock is to be pulled out
- ✓ The recreation building has been winterized

RECREATION

Eileen Greason, Recreation Secretary, presented two sixty-foot dock product quotes from the Recreation Commission. It was agreed that all dock locations would conform to the plan as designed by Dan Grover.

QUOTES

<u>Company</u>	<u>Price</u>
EZ Docks Unlimited LLC 5 Route 35 South Seaside Heights, NJ 08751	\$13,968.50
Russmor Marine One School Street Califon, NJ 07830	\$20,047.00

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

Resolution #2014.084
Award of Contract

BE IT RESOLVED, That the Township of Liberty hereby awards the contract for a sixty-foot dock acquisition to EZ Docks Unlimited LLC, 5 Route 35 South, Seaside Heights, NJ 08751 whose quote amounted to \$13,968.50.

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

John Inscho,
Mayor

GREAT MEADOWS REGIONAL BOARD OF EDUCATION

William Vonder Haar, BOE member, presented the following verbal report;

- ✓ The BOE and LTRC shall be coordinating use of the Middle School for winter activities
- ✓ Elizabethtown Gas shall be installing a gas line across the Pequest River to the Central School enabling more energy efficient measures within the buldings.

MUNICIPAL ZONING

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

MUNICIPAL TAX COLLECTOR

A pre-printed report was received from the Municipal Tax Collector for November 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 November 2014 and presented to members of the Township Committee for review.

APPROVAL OF MINUTES

A motion by Ron Petersen to adopt the public and executive session minutes of 6 November 2014 carried.

A motion by Ron Petersen to adopt the special meeting minutes of 12 November 2014 carried.

UNFINISHED BUSINESS

BEACHFRONT PAVILION

The erection of the manufactured pavilion is complete. In discussion of the work performance it was agreed to coordinate a meeting on site with the owner of Whirl Construction to review outstanding concerns and final payment to be made it person at that time.

NEW BUSINESS

ANNUAL RESIDENTIAL CLEANUP 2015

Mayor Inscho reported that the 2015 Annual Residential Cleanup with be conducted the week of 18 May 2015 and a second session conducted the week of 12 October 2015.

MUNICAIPL COURT JUDGE INTERVIEWS

Mayor Inscho reported that Municipal Court Judge interviews would be conducted at the Township Municipal Building on Monday, 8 December 2014 at 6:00 pm.

RESOLUTIONS

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

Resolution #2014.085
Tax Lien Refund

WHEREAS, the Tax Collector recommends to the Township Committee that the necessary administrative action be taken to authorize a refund to the following lienholder.

Block	Lot	Lien #	Name/Address	Lien Amount	Interest	Premium	Total Refund
18	4.01	2014-04	FWDSL & Associates LP 5 Cold Hill Rd S Suite 11 Mendham, NJ 07945	\$3,495.23	\$ -	\$23,000.00	\$26,495.23

BE IT RESOLVED, By a majority of the members of the Township Committee of the Township of Liberty, County of Warren, State of New Jersey that the refund on the above list shall be returned to the parties designated.

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

John Inscho,
Mayor

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

Resolution #2014.086
Tax Refund

WHEREAS, the Tax Collector recommends to the Township Committee that the necessary administrative action be taken to authorize a refund to the following;

Block/Lot	Name/Address	Reason	Year	Total Refund
22/2.03	Disclaimer Tr U/W Alexander DiIorio 2 Plymouth Rd Westfield, NJ 07090	State Appeal	2013	\$1433.85

NOW, THEREFORE, BE IT RESOLVED, By a majority of the members of the Township Committee of the Township of Liberty, County of Warren, State of New Jersey that the refund on the above list shall be returned to the parties designated.

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

John Inscho,
Mayor

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

Resolution #2104.087
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.

BE IT RESOLVED By the Township Committee of the Township of Liberty, Warren County, New Jersey that in accordance with the provision of R.S. 40A: 4-58, that the treasurer be and is hereby authorized and directed to make the following transfers:

FROM	TO
Road s/w \$1,200.00	
	Municipal Clerk s/w \$1,200.00
TOTALS \$1,200.00	

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

John Inscho,
Mayor

PAYMENT OF BILLS

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

Resolution #2014.088
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 \$534,998.20.

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

John Inscho,
Mayor

PUBLIC COMMENT was opened at 7:37 pm.

No comments were made.

At 7:38 pm a motion by John Inscho to adopt the following Resolution carried.

Resolution #2014.089

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, Assistant Road Supervisor Applicants
- ✓ Personnel and Personnel Policy, Overtime Policy

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

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

 John Inscho,
 Mayor

At 7:47 pm, a motion by Mayor Inscho to reconvene the public meeting carried. Mayor Inscho stated that during executive session matters of personnel and personnel policy were discussed. Action to follow.

EMPLOYEE POLICY & PROCEDURE MANUAL

A motion by John Inscho to adopt the following amendment within the Employee Policy & Procedure Manual carried.

V. Classification and Compensations

Overtime

Procedure

1. The Clerk Administrator and/or Supervisor, Public Works will authorize overtime and advise the applicable Department Head.
2. As much as possible, overtime will be distributed equitably among employees in the same job classification and department qualified to perform the work, in accordance with the provision of the applicable negotiated agreement.
3. Overtime shall ~~may~~ be paid as pay only.
4. In the Public Works Department, an employee will be on-call for emergencies. Employees call for emergencies shall be paid in accordance with the provision of the applicable negotiated agreement and the Fair Labor Standards Act.

ASSISTANT DPW SUPERVISOR INTERVIEWS

A motion by Joh Inscho to conduct Assistant DPW Supervisor Interviews on Monday, 15 December starting at 4:30 pm for the two applications received carried.

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

Meeting adjourned at 7:49 p.m.

Diane M Pflugfelder RMC/MMC
Municipal Clerk/Administrator
Minutes Approved 8 January 2015