

A regularly scheduled meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 2 April 2015. 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 Dan Grover; Carl Cummins, and Peter Karcher

Absent: Ronald Petersen; and, Roger Skoog, Municipal Attorney

Also, Present: Diane M Pflugfelder, Municipal Clerk/Administrator

REPORTS

COMMITTEEPERSON CUMMINS

Mr. Cummins presented options for flooring materials within the beachfront pavilion. In conclusion, Mr. Cummins is to continue investigating flooring options and process.

COMMITTEEPERSON GROVER

Mr. Grover reported that he had compiled the last documentation requests for the emergency generator application.

DEPARTMENT OF PUBLIC WORKS

Chuck Harvey, Assistant DPW Supervisor, presented the following verbal report:

- ✓ 1995 Ford is being repaired for spring replacements as well as the State and Federal inspections
- ✓ State and Federal inspections have been scheduled for the 1989 Ford and 1988 International
- ✓ A small trailer has been obtained for the speed monitoring sign
- ✓ The speed monitoring sign has been activated via blue tooth. A request was made for the acquisition of an android tablet to remotely monitor the speed monitoring device on site. A motion by John Inscho authorizing the purchase of an android tablet for use with the speed monitoring device carried.
- ✓ Road salt is on back order. There is approximately 150 tons within the shed at this time.
- ✓ The wall cap process is continuing on Park Street.
- ✓ The water has been turned on within the recreation building.
- ✓ Essex Fence Company is creating railing for the fishing pier by the Lodge.
- ✓ "Road Narrow" signs need to be posted within various areas of the municipality.

MUNICIPAL ENVIRONMENTAL COMMISSION

Phil Wooldridge, Environmental Commission Chair, reported that the Liberty Township Environmental Commission had submitted a Grant Application for Mountain Lake Stewardship Education (ANJEC OSS Grant) for \$1,150.00. The project will post environmental education information around the Mountain Lake area. A motion by Dan Grover supporting the ANJEC OSS Grant carried.

MUNICIPAL TAX COLLECTOR

A pre-printed report was received from the Municipal Tax Collector for March 2015 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 March 2015 and presented to members of the Township Committee for review.

APPROVAL OF MINUTES

A motion by Carl Cummins to adopt the public minutes of 5 March 2015 carried.

NEW BUSINESS

MUNICIPAL OEM

A letter of resignation was received from John Inscho as Liberty Township OEM Coordinator. A motion by John Inscho to adopt the following Resolution carried.

Resolution #2015.027

Appointment of Emergency Management
Coordinator and Deputy Emergency Manager

BE IT RESOLVED by the Liberty Township Committee of the Township of Liberty, County of Warren , and State of New Jersey the following appointments:

Steve Matuszek, Emergency Management Coordinator to complete the term vacated by John Inscho, effective 2 April 2015, expiration of term 31 December 2015

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

John Inscho,
Mayor

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

Resolution #2015.028

Salary

WHEREAS, Salary Ordinance #2015.002 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 2015 in the amounts designated below. All salaries are retroactive to 1 January 2015 unless otherwise noted:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Stephen J Matuszek	Municipal OEM Coordinator	2,500.00 Effective 2 April 2015

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

John Inscho,
Mayor

ADOPTION OF BUDGET 2015

A motion by Pete Karcher to open the public hearing carried. Mayor Inscho, reported that the municipal budget has remained flat lined from the 2014 budget. A motion by Pete Karcher to adopt the 2015 Municipal Budget Resolution carried.

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

AUDIT 2014

Following discussion on Audit Findings, a motion by Pete Karcher to authorize the members of the Township Committee to execute the Group Affidavit Form and adopt the following resolutions carried

NO PHOTO COPIES OF SIGNATURES GROUP AFFIDAVIT FORM
CERTIFICATION OF GOVERNING BODY

STATE OF NEW JERSEY
COUNTY OF WARREN
LIBERTY TOWNSHIP

We, members of the Township Committee of the Township of Liberty, County of Warren, being duly sworn according to law, upon our oath depose and say:

- We are duly elected (or appointed) members of the Liberty Township Committee Members of the Township of Liberty in the County of Warren.
- In the performance of our duties, and pursuant to N.J.A.C. 50:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6 for the year 2014.

We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations"

John E Inscho, Mayor

Daniel Grover, Deputy Mayor

ABSENT

Ronald Petersen, Committeeperson

Carl Cummins, Committeeperson

Peter Karcher, Committeeperson

Resolution #2015.029

WHEREAS, N.J.S.A. 40A: 5-4 requires the Township Committee of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year 2014 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6 and a copy has been received by each member of the Township Committee; and

WHEREAS, R.S. 52:2788-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 50:30-6.5, a regulation requiring that the Township Committee of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled “Comments and Recommendations”; and

WHEREAS, the members of the Township Committee have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled “Comments and Recommendations”, as evidenced by the group affidavit form of the township committee attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Township Committee no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the Township Committee have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local Township Committee to the penalty provisions of R.S. 52:27BB-52 to wit:

“R.S. 52:27BB-52. A local officer or member of a local Township Committee who, after a date fixed for compliance, fails or refuses to obey an order of the Director of Local Government Services, under the provisions of this Article, shall be guilty of a misdemeanor and, upon convictions, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office”.

NOW, THEREFORE, BE IT RESOLVED, That the Township Committee of the Township of Liberty hereby states that is has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

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

John Inscho,
Mayor

A motion by Pete Karcher authorizing Mayor Inscho to execute the contract between Garden State Fireworks, The Santore Bros World Champions, PO Box 403, Carlton Road, Millington, NJ 07946, and the Township of Liberty to conduct a fireworks display on Community Day, 13 June 2015, with a rain date 14 June 2015 carried.

Resolution #2015.030
June 2015 Community Day Fireworks Event

WHEREAS, Liberty Township Recreation Commission has scheduled a Community Day Fireworks Event for 13 June 2015, rain date 14 June 2015, 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.

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 Garden State Fireworks, The Santore Bros. World Champions, PO Box 403, Carlton Road, Millington, NJ 07946, telephone number 908.647.1086, on 13 June 2015, rain date 14 June 2015, provided that Garden State Fireworks, The Santore Bros. World Champions 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, By the Township Committee of the Township of Liberty, Warren County, New Jersey that the Township of Liberty Township Committee waives all liability for any municipal structure located upon the beach area of Block 52, Lot 42 which is situated within the fallout zone of the 2015 fireworks display area

BE IT FURTHER RESOLVED, That a true copy of this Resolution shall be forwarded to the New Jersey Division of Fire Safety.

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

COMMUNITY DAY 2015

A motion by Dan Grover authorizing the Mayor to execute the Contract between the Township of Liberty and Big Mark's Inc. of New Jersey LLC for amusement rides at Community Day 2015 carried.

NJ STATE FIREMEN'S ASSOCIATION

A motion by Dan Grover authorizing the acceptance of a NJ State Firemen's Association Membership application from Sean M Newkirk carried. Mayor Inscho abstained.

PAYMENT OF BILLS

A motion by Pete Karcher to adopt the following Resolution carried.

RESOLUTION #2015.031
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 \$537,020.99.

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

John Inscho,
Mayor

PUBLIC COMMENT was opened at 7:30 pm.

Richard Larsen – Mr. Larsen thanked the Township Committee for the 2015 Newsletter.

ADJOURNMENT

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

Meeting adjourned at 7:30 p.m.

Diane M Pflugfelder RMC/MMC
Municipal Clerk/Administrator
Minutes Approved 7 May 2015