

A regularly scheduled meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 1 December 2016. The meeting was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:09 p.m.

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

Absent: Carl Cummins

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

REPORTS

COMMITTEEPERSON KARCHER

Mr Karcher reported that the Recreation Commission voted to purchase a 5'x5' free floating dock from EZ Dock for the purchase price of approximately \$5,000.00, including installation.

He also questioned the use policy for the kayak racks at Mountain Lake Beach. To date there is no policy for kayak use. For future consideration it was reported that a kayak ramp, EZ Dock materials, may be a consideration.

Dan Gaeta, Recreation Chairperson, requested the Township Committee's consideration of paying Diane Pflugfelder \$300.00 for Recreation Secretarial services from July – December 2016. Action to follow.

COMMITTEEPERSON PETERSEN

Mr Petersen reported that progress continues on the Liberty lake dam decommission paperwork. He reported that the State of New Jersey would not be requiring a historic study on this dam. The next step in the decommissioning process is to review the geological impact from the decommissioning.

DEPARTMENT OF PUBLIC WORKS

A pre-printed report was received from the Department of Public Works for November 2016 and placed on file.

MUNICIPAL CLERK/ADMINISTRATOR

A pre-printed report was received from the Municipal Clerk/Administrator for November 2016 and placed on file.

APPROVAL OF MINUTES

A motion by Ron Petersen to adopt the minutes of 3 November 2016 carried.

UNFINISHED BUSINESS

ORDINANCE #2016.008 - PUBLIC HEARING - A motion by Ron Petersen to open public hearing and adopt the following Resolution carried.

Resolution #2016.086
Adoption of Ordinance # 2016.008

WHEREAS, said Ordinance entitled 'Establishing a Retroactive Property Tax Refund to Disabled Veterans, that is Limited to the Tax Year in which the Disabled Veteran has Submitted Proof to the Township of His or Her Disability as Allowed Under NJSA 54:4-3.30', was passed on first reading on 6 October 2016 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 ‘Establishing a Retroactive Property Tax Refund to Disabled Veterans, that is Limited to the Tax Year in which the Disabled Veteran has Submitted Proof to the Township of His or Her Disability as Allowed Under NJSA 54:4-3.30’ be passed on second reading and final adoption.

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

John Inscho,
Mayor

MUNICIPAL COMPLEX GENERATOR ENERGY ALLOCATION INITIATIVE PROGRAM

Dan Grover stated that he would be meeting with Chuck Harvey, DPW Supervisor, to review the site and finalize the design plans.

NEW BUSINESS

NJDOT FY 2017 STATE AID PROGRAMS

Following discussion, it was suggested that this information be forwarded to the Open Space Committee for review and consideration in the Hidden Lakes area.

NJDEP DROUGH AWARENESS

A template announcing drought warning to residents was received from NJDEP. Mayor Inscho announced with recent rains that the municipality was ok.

HOMETOWN PRESS

A sample newsletter publication from Hometown Press was distributed to the Governing Body. It was agreed to revisit this option in 2017.

REORGANIZATION 2017

Mayor Inscho announced that Reorganization 2017 would be conducted Thursday, 5 January 2017, 6:00 pm at the Municipal Building, 349 Mountain Lake Road, Great Meadows, NJ

JCP&L TRANSMISSION VEGETATION MANAGEMENT ACTIVITY

Mayor Inscho reported that the JCP&L would be conducting vegetation management activities which may include removal of incompatible vegetation with the Transmission right-of-way including the use of herbicides; routine trimming of limbs that encroach into the right-of-way including the possible use of an aerial saw; and, removal of hazard priority trees that pose an imminent risk to transmission facilities. The Route will travel across Lake Just-It Road over to Pio Costa property off Route 46.

RESOLUTIONS

A motion by Dan Grover to adopt the following resolution carried.

Resolution #2016.087
Discharging Tax Liens for Wooded Valley Estates

WHEREAS, Wooded Valley Estates II, LLC was the owner of certain properties in Liberty Township as shown as Exhibit A which said Exhibit is made a part hereof; and,

WHEREAS, Wooded Valley Estates was in arrears in the payment of the real property taxes due on the aforesaid lands; and,

WHEREAS, the Township of Liberty purchased the aforesaid lands from Wooded Valley estates II, LLC on 12 July 2016; and

WHEREAS, the gross purchase price in the aforesaid transaction was reduced by the outstanding balance due on the property tax liens at the time; and

NOW therefore be it resolved that,

1. The tax sale certificates due on said lands be deemed as satisfied, and
2. On the adoption of this resolution that Liberty Township Tax Collector is hereby authorized and directed to cancel the aforesaid tax certificates, and
3. Further that the aforesaid lands be removed from the tax rolls of Liberty Township as of the ate of the closing of title, i.e. 12 July 2016 and that any and all real property tax obligations shown as remaining for the 2016 tax year of the aforesaid lands shall cease and or be terminated.

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

 John Inscho,
 Mayor

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

Resolution #2016.088
 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.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Liberty, Warren County, New Jersey that in accordance with the provision of RS 40A:4-58, that the Treasurer be and is hereby authorized and directed to make the following transfer:

	<u>FROM</u>	<u>TO</u>
Utilities o/e	\$1,300.00	
Administration o/e		\$1,300.00
Total	\$1,300.00	\$1,300.00

Vote: aye - Karcher
 aye - Petersen

 John Inscho,

absent - Cummins
aye - Grover
aye - Inscho

Mayor

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

Resolution #2016.089

WHEREAS, Eileen Greason, resigned from the positions of Recreation Secretary and Recreation Assistant effective 1 July 2016; and

WHEREAS, Diane M Pflugfelder, Municipal Clerk/Administrator, stepped up to fulfill the positions of Recreation Secretary and Recreation Assistant without pay until the position was filled; and

WHEREAS, there has been no appointment for Recreation Assistant and Recreation Assistant within 2016; and

WHEREAS, the Recreation Commission has requested that Diane M Pflugfelder be paid the sum of \$300 for her 2016 services in the Recreation Assistant and Recreation Secretary positions.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Liberty, Warren County, New Jersey that Diane M Pflugfelder receive the sum of \$300 for the her 2016 services in the Recreation Assistant and Recreation Secretary positions.

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

John Inscho,
Mayor

A motion by Dan Grover to adopt the following Resolution carried.

Resolution #2016.090
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 2017 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
absent - Cummins
aye - Grover
aye - Inscho

John Inscho,
Mayor

PAYMENT OF BILLS

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

Resolution #2016.091
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 \$475,653.28.

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

John Inscho,
Mayor

PUBLIC COMMENT was opened at 7:20 pm.

Lynn Gilmore – Ms. Gilmore inquired into the retention of a grant writer for municipal projects.

EXECUTIVE SESSION

At 7:21 pm a motion by Deputy Mayor Dan Grover to adopt the following Resolution carried.

RESOLUTION #20156.092

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 Township Committee 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.

- ✓ Potential Litigation – OPRA Request from Hopkins

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

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

Dan Grover,
Mayor

At 7:37 pm, a motion by Mayor Inscho to reconvene the public meeting carried. Mayor Inscho stated that during executive session a matter of potential litigation was discussed. No action to follow.

ADJOURNMENT

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

Meeting adjourned at 7:37 p.m.

Diane M Pflugfelder RMC/MMC
Municipal Clerk/Administrator
Minutes Approved 5 January 2017