

A regularly scheduled meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 4 February 2016. The meeting was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:03 p.m.

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

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

### REPORTS

#### COMMITTEEPERSON PETERSEN

Mr. Petersen reported that he, Carl Cummins and Chuck Harvey had prepared a draft 2016 DPW budget.

#### COMMITTEEPERSON CUMMINS

Mr. Cummins reported that pavilion work would begin again when the weather clears.

#### COMMITTEEPERSON GROVER

Mr. Grover reported that he has received no response from David Mango, Superintendent of Great Meadows Regional School regarding the gypsy moth spraying program and busing schedule.

#### DEPARTMENT OF PUBLIC WORKS

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

#### LANDUSE

A pre-printed report was received from the LandUse Board for January 2016 and placed on file

#### MUNICIPAL CLERK/ADMINISTRATOR

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

#### RECREATION

Eileen Greason announced that baseball signups are schedule for Saturday, 6 February.

#### MUNICIPAL ZONING

A pre-printed report was received from the Municipal Zoning Official for January 2016 and placed on file

### APPROVAL OF MINUTES

A motion by Dan Grover to adopt the public minutes of 7 January 2016 carried.

A motion by Dan Grover to adopt the public and executive session minutes of 28 January 2016 carried.

### UNFINISHED BUSINESS

#### APPOINTMENTS 2016

A motion by Mayor Inscho appointing Kenneth Nelson as Municipal Zoning Official, expiration of term, 31 December 2016, carried.

ORDINANCE #2016.001

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

Resolution #2016.022  
Adoption of Ordinance # 2016.001

*WHEREAS*, said Ordinance entitled “Calendar Year 2015. Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank (NJSA 40A:4-45.14)” was passed on first reading on 7 January 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 “Calendar Year 2016. Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank (NJSA 40A:4-45.14)” be passed on second reading and final adoption.

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

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John Inscho,  
Mayor

ORDINANCE #2016.002

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

Resolution #2016.023  
Adoption of Ordinance # 2016.002

*WHEREAS*, said Ordinance entitled “An Ordinance Establishing Liberty Township Municipal Court” was passed on first reading on 7 January 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 “An Ordinance Establishing Liberty Township Municipal Court” be passed on second reading and final adoption.

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

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John Inscho,  
Mayor

CHAPTER 38, ALARMS

Mayor Inscho stated that he would be contacting Mountain Lake Fire Chief Frank Jalosky regarding amendments to Chapter 38, Alarms.

MUNICIPAL COMPLEX GENERATOR ENERGY ALLOCATION INITIATIVE PROGRAM

Attorney Skoog reported that he shall investigate the acceptance of in-kind services within the terms of the Grant program.

VETERANS EXEMPTION ORDINANCE

A sample Veteran’s Exemption Ordinance was provided for the Township Committee’s review.

BEACH AND PAVILION POLICIES

Discussion to continue

SUMMER RECREATION JOB DESCRIPTIONS

Discussion to continue

EAGLE SCOUT PROJECT REQUEST

Chuck Harvey will follow-up with Sean Donnelly on his request for beach front Eagle Scout project suggestions. Suggestions from the township Committee include creating an outside seating area, constructing a designated grill area or building a shelter for canoes or kayaks.

NEW BUSINESS

NJ STATE FIREMEN’S ASSOCIATION

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

WARREN COUNTY MOSQUITO COMMISSION AGREEMENT

A motion by Ron Petersen authorizing Mayor Inscho to execute the 2016 Warren County Mosquito Commission Agreement carried.

ORDINANCE #2016.003 - Following discussion, a motion by John Inscho to introduce Ordinance #2016.003 on First Reading carried. Public Hearing and Adoption are scheduled for 3 March 2016.

Bond Ordinance Providing for the Acquisition of Lands in and by the Township of Liberty, in the County of Warren, New Jersey, Appropriating \$500,000 Therefor and Authorizing the Issuance of \$476,100 Bonds or Notes of the Township for Financing Part of the Cost Thereof

BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF LIBERTY, in the County of Warren, New Jersey (not less than two-thirds of all the members thereof affirmatively concurring), as follows:

The improvement described in Section 3 of this bond ordinance is hereby authorized as a general improvement to be made or acquired by The Township of Liberty, in the County of Warren, New Jersey. For the said improvement or purpose stated in said Section 3, there is hereby appropriated the sum of \$500,000, said sum being inclusive of all appropriations heretofore made therefor and including the sum of \$23,900 as the down payment for said improvement or purpose required by law and now available therefor by virtue of provision in a previously adopted budget or budgets of the Township for down payment or for capital improvement purposes.

For the financing of said improvement or purpose and to meet the part of said \$500,000 appropriation not provided for by application hereunder of said down payment, negotiable bonds of the

Township are hereby authorized to be issued in the principal amount of \$476,100 pursuant to the Local Bond Law of New Jersey. In anticipation of the issuance of said bonds and to temporarily finance said improvement or purpose, negotiable notes of the Township in a principal amount not exceeding \$476,100 are hereby authorized to be issued pursuant to and within the limitations prescribed by said Local Bond Law.

a) The improvement hereby authorized and purpose for the financing of which said obligations are to be issued is the acquisition, by purchase, of lands and buildings thereon in and by the Township, for public and open space purposes, said lands consisting of approximately 31 lots and located off of Marble Hill Road and commonly known as Northridge Lake at Wooded Valley Estates, all in accordance with the proposed contract therefor on file or to be filed in the office of the Township Clerk and hereby approved.

The estimated maximum amount of bonds or notes to be issued for said purpose is \$476,100.

The estimated cost of said purpose is \$500,000, the excess thereof over the said estimated maximum amount of bonds or notes to be issued therefor being the amount of the said \$23,900 down payment for said purpose.

The following additional matters are hereby determined, declared, recited and stated:

The said purpose described in Section 3 of this bond ordinance is not a current expense and is a property or improvement which the Township may lawfully acquire or make as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

The period of usefulness of said purpose within the limitations of said Local Bond Law, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is forty (40) years.

The supplemental debt statement required by said Local Bond Law has been duly made and filed in the office of the Township Clerk and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey, and such statement shows that the gross debt of the Township as defined in said Local Bond Law is increased by the authorization of the bonds and notes provided for in this bond ordinance by \$476,100, and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

An aggregate amount not exceeding \$25,000 for interest on said obligations, costs of issuing said obligations and other items of expense listed in and permitted under section 40A:2-20 of said Local Bond Law may be included as part of the cost of said improvement and is included in the foregoing estimate thereof.

All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer, provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with the notes issued pursuant to this bond ordinance, and the Chief Financial Officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. §40A:2-8. The Chief Financial Officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to

the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the dates of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body of the Township at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the principal amount, interest rate and maturities of the notes sold, the price obtained and the name of the purchaser.

The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and interest on the said obligations authorized by this bond ordinance. Said obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy ad valorem taxes upon all the taxable property within the Township for the payment of said obligations and interest thereon without limitation of rate or amount.

The capital budget or temporary capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith and the resolutions promulgated by the Local Finance Board showing all detail of the amended capital budget or temporary capital budget and capital program as approved by the Director, Division of Local Government Services, are on file with the Township Clerk and are available for public inspection. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by said Local Bond Law.

#### RESOLUTIONS

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

Resolution #2016.024  
Annual Professional Services

*WHEREAS*, the Township of Liberty has a need to acquire professional services as non-fair and open contracts pursuant to the provisions of NJSA 19:44A-20.4 to 20.5; and

*WHEREAS*, the CFO has determined and certified in writing that the value of the acquisition of each service will or may exceed \$17,500; and

*WHEREAS*, the anticipated term of these contracts is one year (and may be extended as approved by this governing body); and

*WHEREAS*, the following Professional Services shall complete and submit a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in the Township of Liberty in the previous one year, and that the contract will prohibit the Professional Service from making any political contributions through the term of the contract; and

*WHEREAS*, sufficient funds are available in the 2016 Temporary Budget and will be made available in the 2015 Municipal Budget for the Township of Liberty as required in NJAC 5:30-5.4

*BE IT RESOLVED* That the Township Committee of the Township of Liberty, County of Warren, and State of New Jersey authorizes the Mayor of Liberty Township to enter into a contract with the following Professional Services to provide professional services from 1 January 2016 through 31 December 2016:

Nisivoccia and Company is hereby retained as the Municipal Auditor for the Township of Liberty

2016

Roger J Skoog, Esq is hereby retained as the Municipal Attorney for the Township of Liberty 2016

Robert H Beinfield, Hawkins Delafield & Wood LLP, One Gateway Center, Newark, NJ 07102 is hereby retained as the Municipal Bond Counsel for the Township of Liberty 2016

Steven Glickman, Esq is hereby retained as the Labor Attorney for the Township of Liberty 2016

Otterstedt Insurance, 291 Morris Avenue, Summit, New Jersey is hereby retained as the Municipal Insurance Agent for the Township of Liberty in 2016

Ferriero Engineering, Inc is hereby retained as the Municipal Engineer for the Township of Liberty 2016

Warren County Soil Conservation District is hereby retained as the Storm Water Coordinator for the Township of Liberty 2016

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

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John Inscho,  
Mayor

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

Resolution #2016.025  
Retirement of Eric K Snyder

*WHEREAS*, Eric K Snyder is celebrating multiple years of service to the residents of the Township of Liberty; and

*WHEREAS*, Eric is retiring from his employment with the Township of Liberty and; and

*WHEREAS*, Eric has served the residents of Liberty Township with extraordinary dedication for more than twenty-five years in various capacities; and

*WHEREAS*, Eric has performed the duties of his positions with outstanding skill, knowledge, trust and devotion; and

*WHEREAS*, the legacy of his efficient, ability, caring and dedication is a tribute to the character and work ethic of this fine gentleman; and

*WHEREAS*, Eric has retired and his last day at the Liberty Township Municipal Building was 26 January 2016.

*BE IT RESOLVED* by the Township of Liberty, Warren County that Best Wishes are hereby extended to Mr. Eric K Snyder upon the occasion of his retirement for an outstanding tenure of service to the residents of Liberty Township during which he has earned the deepest respect and admiration of many.

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

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John Inscho,  
Mayor

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

Resolution #2016.026  
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 2016 in the amounts designated below. All salaries are retroactive to 1 January 2016 unless otherwise noted:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Ken Nelson	Zoning Code Official	10,289.00 Effective 1 February 2016
Eileen Greason	Recreation Commission Secretary	2,675.00
Eileen Greason	Recreation Commission Assistant	7,540.00

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

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John Inscho,  
Mayor

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

Resolution #2016.027  
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	\$500.00	

Engineering o/e	\$2,900.00	Road o/e	\$500.00
		LandUse Board o/e	\$2,900.00
TOTALS	\$3,400.00		\$3,400.00

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

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 John Inscho,  
 Mayor

PAYMENT OF BILLS

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

Resolution #2016.028  
 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 \$943,653.62.

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

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 John Inscho,  
 Mayor

PUBLIC COMMENT was opened at 7:15 pm.

Doug Wright – Mr. Wright expressed an interest as serving as Liberty Township volunteer on the LandUse Board or Environmental Commission

Lisa Thomas – Ms. Thomas inquired into the finances of Mr. Bennet on Wooded Valley Estates and also inquired into the possibility of a zoning amendment upon the Lodge

Josh Muzikar – Mr. Muzikar questioned the residency requirement for serving on a Liberty Township volunteer Board or Commission

Frank Jalosky – Chief Jalosky presented the Mountain Lake Fire Company 2015 Incident Report. He requested that Liberty Township 2016 funding of the Fire Company and OSHA line items remain the same as 2015 funding.

EXECUTIVE SESSION

At 7:27 pm a motion by John Inscho to adopt the following Resolution carried.

RESOLUTION #2016.029



*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.

- ✓ Collective Bargaining Agreement - Russell
- ✓ Collective Bargaining Agreement - Town of Belvidere

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

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

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 John Inscho,  
 Mayor

At 7:50 pm, a motion by Mayor Inscho to reconvene the public meeting carried. No action to follow.

ADJOURNMENT

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

Meeting adjourned at 7:51 p.m.

Diane M Pflugfelder RMC/MMC  
 Municipal Clerk/Administrator  
 Minutes Approved 3 March 2016