

An advertised budget workshop and regularly scheduled workshop of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 25 February 2016. The budget workshop was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 6:03 p.m.

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

Also, Present: Paul Ferriero, Municipal Engineer; Kevin Lifer, Municipal CFO; Diane M Pflugfelder, Municipal Clerk/Administrator; and, Roger Skoog, Municipal Attorney arrived at 6:45 pm.

Discussion ensued on the proposed 2016 budget with review of cut-backs, stabilization and increases within individual line items.

The regularly scheduled workshop began at 7:55 pm.

REPORTS

DEPARTMENT OF PUBLIC WORKS

A pre-printed report was received from the Department of Public Works for February 2015 and placed on file.

ENVIRONMENTAL

Phil Wooldridge, Chairperson, reported that an Environmental Commission member had passed away and the Commission was requesting authorization to plant a tree in his memory within the Grove located next to the Lodge. Authorization was granted by the Township Committee.

UNFINISHED BUSINESS

GYPSY MOTH

Dan Grover reported that the Great Meadows Regional Board of Education Superintendent has provided an alternate name for contact regarding the school's participation in the gypsy moth spray program. The DPW has been monitoring and documenting the school bus times to establish a no-spray time when children are waiting at bus stops.

MUNICIPAL CODE, CHAPTER 38 - ALARMS

Mayor Inscho stated that he was reviewing the Chapter38 – Alarm, with Fire Chief Frank Jalosky.

TAMI

A motion by Dan Grover authorizing the preparation of letter to Warren County OEM authorizing Deputy OEM Coordinator Ron Petersen access to the Warren County TAMI Emergency Response Program carried. Mayor Inscho abstained.

MUNICIPAL COMPLEX GENERATOR ENERGY ALLOCATION INITIATIVE PROGRAM

Attorney Skoog reported that he investigated the acceptance of in-kind services within the terms of the Generator Energy Allocation Initiative Program. In speaking with Chris Testa, Attorney Skoog was advised that is not an issue for Dan Grover to volunteer in-kind services preparing the specifications for the Municipal Complex Generator Energy Allocation Initiative Program. Mr Grover must provide all federal documentation within the bid specification document.

VETERANS EXEMPTION ORDINANCE

Discussion to continue.

BEACH AND PAVILION POLICIES

Discussion to continue

SUMMER RECREATION JOB DESCRIPTIONS

Multiple applications and resumes have been collected in response to the advertisement of summer recreation job vacancies. It was agreed that interviews would be conducted on a date yet to be determined, by two members of the Township Committee and 3 members of the Recreation Commission.

NEW BUSINESS

SEASONAL WATER TESTING

The issue of 2016 water system operations element has been directed to the Recreation Commission for attention.

BUDGET 2016

It was agreed that Budget 2016 would be considered for introduction at the regularly scheduled Township Committee meeting, 3 March 2016.

COMPLETE STREET POLICY

Discussion on the development and benefit of a Liberty Township Complete Street Policy concluded with a motion by Dan Grover authorizing the Municipal Engineer to prepare said document carried.

NJDOT FY 2017 STATE AID PROGRAM

A motion by Ron Petersen authorizing the Municipal Engineer to prepare a New Jersey Department of Transportation FY 2017 State Aid Program for funding of local transportation project on Pequest Road carried.

RESOLUTIONS

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

Resolution #2016.030
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:

Ken Nelsen is hereby retained as the Municipal Planner for the Township of Liberty 2016

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

John Inscho,
Mayor

CERTIFIED RECYCLING PROFESSIONAL

A motion by Ron Petersen authorizing Mayor Inscho to execute the following Agreement carried.

We the Township Committee of the Township of Liberty Township agree to utilize the services of Linda Gabel, Certified Recycling Professional (CRP), of 464 Silver Lake Road, Hope New Jersey for the sole purpose of reviewing, signing and submitting the 2015 recycling Tonnage Grant for the Township of Liberty.

This Township Committee is aware that the 2015 Recycling Tonnage Grant will be prepared by Lynne Rutkowski and Mrs. Gabel will responsible only for reviewing the format, signing the grant application and submitting it along with a 2015 Recycling Tonnage Grant Resolution of the Township Committee to the State of New Jersey by April 30, 2016.

This Township Committee is also aware that Mrs. Gabel is not responsible for content of the tonnage grant but only for its form and format. Any questions arising regarding tonnage amounts reported on the grant application will be directed to the preparer, Lynne Rutkowski.

In addition to submitting the recycling Tonnage grant application to the State of NJ, Mrs. Gabel will send complete copies of the grant application to Liberty Township and the Warren County Planning Department. For use of her services, Mrs. Gabel will be compensated by the Township of Liberty in the amount of \$100.00 upon successful submission of the Township 2015 Recycling Tonnage Grant Application on or around April 30, 2016.

PUBLIC COMMENT was opened at 8:14 pm.

NONE

Public Comment closed at 8:14 pm.

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

Resolution #2016.031

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 - Wooded Valley Estates
- ✓ Collective Bargaining Agreement - Shared Municipal Court
- ✓ Litigation - Russell

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

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

John Inscho,
 Mayor

At 8:39 pm, a motion by Mayor Inscho to reconvene the public meeting carried.

RUSSELL LITIGATION

Following discussion in executive session, a motion by Mayor Inscho to accept \$20,000.00 as full settlement judgement with full releases, pending the clearance of personal check number 108 from Robert A. Russell, for Docket WRN L – 000446-02, filed 19 August 2002 in Liberty Township vs Russell Etal.

SHARED MUNICIPAL COURT

Following discussion in executive session, a motion by Mayor Inscho authorizing Attorney Skoog to contact the Town of Belvidere to amend the Shared Municipal Court Agreement to reflect that Liberty Township would be responsible for a prorated payment to the Town of Belvidere based on the actual date the Shared Court is to be implemented not the full year, carried.

ADJOURNMENT

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

Meeting adjourned at 8:41 p.m.

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