

AGENDA
LIBERTY TOWNSHIP MEETING

4 October 2018
7:00 PM

Municipal Building
349 Mountain Lake Road
Great Meadows, NJ 07838

Sunshine Notice
Flag Salute
Roll Call

Reports:

New Jersey State Police
Committeepersons
Mayor
Municipal Professionals
Municipal Departments/Boards/Commissions

Approval of Agenda

Adoption of Minutes

Meeting of 6 September 2018

Unfinished Business

Employment Practice Program Updates

New Business

Recreation Commission Appointments
Recreation Commission Reimbursement Program
Warren County Department of Land Preservation
PAIC Survey of Township Facilities
Shared Service Agreement for Municipal Court
Block 52, Lot 42 – Subsurface Sewage Disposal Systems

Resolutions

World Pancreatic Cancer Day
ABC Renewal 2016-2017 Term – JARG
ABC Renewal 2018-2019 Term – 543 Route 46 LLC

Adoption of Bill List

Public Comment
Executive Session

Adjournment

A regularly scheduled meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 4 October 2018. The meeting was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:13 p.m.

Present: Mayor John Inscho; Deputy Mayor Daniel Grover; Peter Karcher; Carl Cummins; and, Mike Beyer

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

REPORTS

COMMITTEEPERSON KARCHER

Recreation Commission requested authorization to use the municipal building through December 2018 for weekly evening yoga session. A motion by Pete Karcher authorizing said approval carried.

Mr. Karcher advised that the recreation Commission would be holding basketball registrations within the municipal building on Saturday, 20 October between 1:00 and 3:00 pm.

Following discussion, Attorney Skoog stated that he would investigate the potential for the Recreation Commission to pursue local business for sport sponsorships.

Mr. Karcher reported that the Recreation Commission would be updating Summer Recreation Counselor job descriptions to include CPR certification.

COMMITTEEPERSON GROVER

Mr. Grover reported that the State of New Jersey has amended the school funding program based upon occupancy. The Great Meadows Regional School population has decreased from approximately 1200 student to 660. With the decreased population the funding is anticipated to be cut by 7 million dollars. This may not impact the local tax bills until fall 2019. The Great Meadows Regional Board of Education has established a three person committee to evaluate options to cut current expenses.

Mr. Grover reported that a pre-construction meeting for the wall repair along Lakeside Drive West was scheduled for Tuesday, 9 October at 1:00 pm. A letter of 21 September 2018 was received from Mountain Lake Fire Company requesting a one-lane opening of Lakeside Drive West for emergency access. Attorney Skoog announced that due to construction activity within the area, any pedestrian or vehicular access would be prohibited within the barricaded area of Lakeside Drive West.

DEPARTMENT OF PUBLIC WORKS

A pre-printed report was received from the Department of Public Works for September 2018 and placed on file.

MUNICIPAL TAX COLLECTOR

A pre-printed report was received from the Municipal Tax Collector for September 2018 and placed on file

APPROVAL OF AGENDA

The agenda was approved as distributed.

APPROVAL OF MINUTES

A motion by Pete Karcher to adopt the public session minutes of 6 September 2018 carried.

UNFINISHED BUSINESS**EMPLOYMENT PRACTICE PROGRAM UPDATE**

2019 - 2020 Employment Practices Liability Program updates are to be incorporated into the municipal personnel policies and procedure manuals on a biannual year review as per PAIC. Attorney Skoog reviewed and executed the suggestive amendments for 2019-2020.

NEW BUSINESS**RECREATION APPOINTMENT:**

A motion by Mayor Inscho to appointment of Kelsey Nauta to the Recreation Commission, in the position vacated by Dan Gaeta, expiration of term 31 December 2018, carried.

Should additional vacancies within the Recreation Commission present themselves, Mayor Inscho has another individual interested in volunteering for this Commission.

RECREATION COMMISSION REIMBURSEMENT PROGRAM

The situation of reimbursement presented itself regarding lifeguard certification expenses. An individual pursued certification training prior to employment. The private certification cost exceeded the cost incurred by Liberty Township for group training. Following discussion it was agreed that the Recreation Commission would draft a reimbursement policy for Township Committee review and adoption. A motion by Pete Karcher to reimburse this specific private certification training at 100% of the cost incurred carried.

WARREN COUNTY DEPARTMENT OF LAND PRESERVATION

A letter of 13 September 2018 was received from Warren County Department of Land Preservation regarding the County Annual PIG submission. Since Carl Cummins' name is listed as an applicant, Attorney Skoog asked that Committeeperson Cummins leave the room. Following discussion, a motion by Mayor Inscho to support the proposed list of landowners with the SADC Farmland Preservation County PIG Program 2018 carried with the majority vote.

PAIC SURVEY OF TOWNSHIP FACILITIES

A letter of 13 September 2018 was received from Public Alliance Insurance Coverage Fund recommending a few steps for preparation of the upcoming PEOSHA inspection. A motion by Mayor Inscho to accept the PAIC report carried.

SHARED SERVICE AGREEMENT FOR MUNICIPAL COURT

The Belvidere Mayor and Council proposed a shared court agreement for a three-year term, commencing 1 January 2019 thru 31 December 2021. Changes proposed from the prior Agreement are;

- Paragraph 6 – The proposed Agreement contemplates a 2% increase from 2018 to 2019 and 2% increases for each of the years 2020-2021
- Paragraph 16 – The paragraph has been simplified to provide that either [party may terminate upon 6 months written notice, subject to the approval of AOC

A motion by Dan Grover authorizing the Mayor to review the Liberty Township Shared Court documentation at the Belvidere Court facility carried.

BLOCK 52, LOT 42 – SUBSURFACE SEWAGE DISPOSAL SYSTEMS

A letter of 18 September 2018 was received from Warren County Health Department indicating that all permits issued for Block 52, Lot 42, Liberty Township (Mountain Lake Beach area) have expired. Mayor Inscho stated that he would contact the Board of Health to review the permit applications and investigate what is necessary to renew them.

RESOLUTIONS

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

LIBERTY TOWNSHIP PROCLAMATION

Declaring November 16th as “World Pancreatic Cancer Day” in the Township of Liberty.

WHEREAS in 2018, an estimated 55,440 people will be diagnosed with pancreatic cancer in the United States, and 44,330 will die from the disease;

WHEREAS pancreatic cancer is one of the deadliest cancers, is currently the third leading cause of cancer death in the United States, and it is projected to become the second leading cause around 2020;

WHEREAS pancreatic cancer is the only major cancer with a five-year relative survival rate in the single digits, at just 9 percent;

WHEREAS when symptoms of pancreatic cancer present themselves, it is generally in later stages, and 71 percent of pancreatic cancer patients die within the first year of their diagnosis, while 91 percent of pancreatic cancer patients die within the first five years;

WHEREAS approximately 1,300 deaths will occur in New Jersey in 2018;

WHEREAS pancreatic cancer is the seventh most common cause of cancer-related death across the world;

WHEREAS there were an estimated 367,000 new pancreatic cancer cases diagnosed in 2015;

WHEREAS the good health and well-being of the residents of Liberty are enhanced as a direct result of increased awareness about the symptoms and risk factors of pancreatic cancer, and research into early detection, causes, and effective treatments; therefore be it

RESOLVED that the Mayor designate November 16 as “World Pancreatic Cancer Day” in the Township of Liberty.

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

John Inscho,
Mayor

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

**RESOLUTION #2018.061
ISSUANCE OF 2018-2019 LIQUOR LICENSES**

BE IT RESOLVED, By the Township Committee of the Township of Liberty, County of Warren and State of New Jersey, that the following license has made application for the renewal of Plenary Retail Consumption License and having complied with all the terms of the Liberty Township Municipal Code, Chapter 39, Alcoholic Beverages; and, that this license is renewed pursuant to a 12:39 Special Ruling of 13 September 2018, Docket No. 08.18.378, be renewed for the term of two years from the first day of July 2018, to midnight, 30 June 2020;

543 Route 46 LLC

543 Route 46 LLC
543 Route 46
Oxford, NJ 07863
License #2114.33.003.003
Fee: \$871.93

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

John Inscho,
Mayor

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

RESOLUTION #2018.062
ISSUANCE OF 2016-2017 LIQUOR LICENSES

BE IT RESOLVED, By the Township Committee of the Township of Liberty, County of Warren and State of New Jersey, that the following licenses have made application for the renewal of Plenary Retail Consumption Licenses and Plenary Retail Distribution Licenses and having complied with all the terms of the Liberty Township Municipal Code, Chapter 39, Alcoholic Beverages, be renewed for the premises indicated by the address below with the respective names, for the term of one year from the first day of July 2016, to midnight, 30 June 2017;

JARG	124 Johnson Street Newark, New Jersey 07105 License # 2114.33.008.008 Fee: \$871.93
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Vote: aye - Grover
aye - Beyer
aye - Cummins
aye - Karcher
aye - Inscho

John Inscho,
Mayor

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

RESOLUTION #2018.063
APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A
GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION
FOR THE MARBLE HILL ROAD IMPROVEMENT SECTION 2 PROJECT

NOW, THEREFORE, BE IT RESOLVED that Township Committee of Liberty Township formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to submit an electronic grant application identified as Application ID 00256 from NJDOT SAGE to the New Jersey Department of Transportation on behalf of Township of Liberty.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Liberty and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

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

John Inscho,
Mayor

PAYMENT OF BILLS

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

RESOLUTION #2018.064
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 \$485,988.07.

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

John Inscho,
Mayor

PUBLIC COMMENT was opened at 7:40 pm.

Donna Wolfgang – Ms. Wolfgang commended the work by Liberty Township Department of Public Works.

Shannon Schaaf – Ms. Schaaf informed the Township Committee that there were approximately 60 attendees at the Month Night 2018 held at Mountain Lake Firehouse. She advised that the Environmental Commission

would be hosting a worm composting session would be held at the Liberty Township Municipal Building on Saturday 13 October. Ms. Schaaf advised that the Environmental Commission would be participating in a Trex-Plastic Challenge by placing collections canisters within the municipal building for a period of six months. The canisters are to collect plastic bags. Upon the receipt of 500 pounds of material the Environmental Commission would be eligible to receive a Trex bench.

Shannon Schaaf – As Mountain Lake Community Association President, Ms. Schaaf requested the reservation of the John R Fisher pavilion on Saturday 20 October 2018 to conduct a paint night. A motion by Mayor Inscho to authorize the pavilion reservation carried.

John Whitehead – Mr. Whitehead, representing Warren County ARC, requested the reservation of the Grove area for a 13 July 2019 Triathlon. Mayor Inscho advised that facility reservations could not be reserved by this administration until Reorganization 2019 has been completed.

ADJOURNMENT

There being no further business, a motion by Mayor Inscho to adjourn the meeting carried.
Meeting adjourned at 7:46p.m.

Diane M Pflugfelder RMC/MMC
Municipal Clerk/Administrator
Minutes Approved 1 November 2018
