

AGENDA
LIBERTY TOWNSHIP MEETING

7 August 2025
7:00 pm

Municipal Building
349 Mountain Lake Road
Great Meadows, NJ 07838

Sunshine Notice
Flag Salute
Roll Call

Reports: New Jersey State Police
 Governing Body
 Great Meadows Regional Board of Education
 Municipal Committees

Adoption of Agenda

Adoption of Minutes – 22 July 2025 and 24 July 2025
Adoption of Executive Session Minutes - 5 June 2025 and 24 July 2025

2025 Appointments
 Recreation Assistant
 Environmental Commission (2 positions)
 LandUse Board (3 positions)
 Open Space Committee (2 positions)
 Recreation Commission (2positions)

Unfinished Business
 Recreation Assistant Job Description
 National Flood Insurance Program – Community Assistance Visit (CAV)

New Business

Resolutions
 Tax Exemption – Block 42, Lot 7
 Tax Exemption – Block 11, Lot 34.09
 Bills List

Public Comment
Executive Session
Adjournment

A regularly scheduled meeting of the Township of Liberty was advertised and opened by Mayor Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at XXXX p.m.

Present: Daniel Grover; John Inscho; and, David Rogers

Absent: Pete Karcher; and Wayne Spangenberg

Also, Present: Richard Wenner, Municipal Attorney; and, Diane M Pflugfelder, Municipal Clerk

REPORTS

John Inscho stated that the new beach shack building construction will begin next week; upgraded LED lighting is being installed within the municipal building and DPW garage; and, the NJSP Bomb Squad has moved into the municipal building and garage.

ADOPTION OF MINUTES

A motion by Dave Rogers to adopt the minutes of 22 July 2025 special meeting and 24 July 2025 workshop carried.

A motion by Dan Grover to adopt the executive session minutes of 5 June 2025 and 24 July 2025 carried.

APPOINTMENTS

No appointments made at this time

UNFINISHED BUSINESS

RECREATION ASSISTANT JOB DESCRIPTION
No action taken

NATIONAL FLOOD INSURANCE PROGRAM – COMMUNITY ASSISTANCE VISIT
An email was received 7 August 2025 from Scott Ulrick, Division of Resilience Engineer and Construction, NJDEP. This letter inquired into the status of the Liberty Township Corrective Action and Compliance Plan regarding Community Assistance Visit held 5 March 2024 with Liberty Township. John Inscho reported that he had spoken with Eric Snyder, Municipal Planner, and they would address the National Flood Insurance Program when Eric returns to New Jersey in September 2025.

NEW BUSINESS

RESOLUTIONS

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

RESOLUTION #2025.073
TAX EXEMPTION FOR DISABLED VETERAN
BLOCK 42, LOT 7

WHEREAS, the real property known as Block 42, Lot 7 on the Tax Map of the Township of Liberty, is owned by a Veteran who has been determined to be 100% wartime service-connected disabled by the United States Veteran’s Administration; and

WHEREAS, pursuant to NJSA 54:44-3.30, any such disabled Veteran is entitled to tax exempt status for their home; and

WHEREAS, the Tax Assessor has no administration procedure available to make the property tax exempt prior to creating the 2025 calendar year tax duplicate; and

WHEREAS, action is required by the Township Committee to provide the lawful tax exemption for Block 11, Lot 42.21;

BE IT RESOLVED, By the Township Committee of the Township of Liberty as follows;

- 1. Pursuant to NJSA 54:4-3.30, the premises at Block 42, Lot 7 are hereby made tax exempt as of 1 January 2025 while under the ownership of Dustin and Daniele Nevins.
- 2. The Township shall cancel all remaining real property taxes for Block 42, Lot 7 that have not yet become due for the year 2025.
- 3. The Township shall refund to the disabled Veteran all real property taxes heretofore paid for the property subsequent to 1 January 2025 in the amount of \$3,472.42.

Vote: absent - Karcher
aye - Grover
aye - Rogers
absent - Spangenberg
aye - Inscho

John Inscho,
Mayor

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

RESOLUTION #2025.074
TAX EXEMPTION FOR DISABLED VETERAN
BLOCK 11, LOT 34.09

WHEREAS, the real property known as Block 11, Lot 34.09 on the Tax Map of the Township of Liberty, is owned by a Veteran who has been determined to be 100% wartime service-connected disabled by the United States Veteran’s Administration; and

WHEREAS, pursuant to NJSA 54:44-3.30, any such disabled Veteran is entitled to tax exempt status for their home; and

WHEREAS, the Tax Assessor has no administration procedure available to make the property tax exempt prior to creating the 2025 calendar year tax duplicate; and

WHEREAS, action is required by the Township Committee to provide the lawful tax exemption for Block 11, Lot 34.09;

BE IT RESOLVED, By the Township Committee of the Township of Liberty as follows;

- 1. Pursuant to NJSA 54:4-3.30, the premises at Block 11, Lot 34.09 are hereby made tax exempt as of 18 June 2025 while under the ownership of Nicholas Ernest Nieves.
- 2. The Township shall cancel all remaining real property taxes for Block 11, Lot 34.09 that have not yet become due for the year 2025.

Vote: aye - Rogers
absent - Spangenberg
aye - Grover
absent - Karcher
aye - Inscho

John Inscho,
Mayor

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

RESOLUTION #2025.075
PAYMENT OF BILLS

RESOLVED, That the Governing Body 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 \$1,148,769.47

Vote: aye - Grover
absent - Spangenberg
aye - Rogers
absent - Karcher
aye - Inscho

John Inscho,
Mayor

PUBLIC COMMENT

Lisa Thomas – Ms. Thomas questioned shared services for the municipal clerk position. She questioned why Harmony Township and not neighboring White or Independence Township. She questioned why not decrease the municipal clerk position to part-time? She asked what the financial incentive was to have a shared municipal clerk.

Amy Peters – Ms. Peters inquired if the municipality has written a letter to the State regarding Wood Road? She also questioned the status of paper roads/easements on Block 61, Lots 76.05 and 77.05, unknown owner. Attorney Wenner to investigate

Larry Supp – Mr. Supp asked if there is any updated information on the dam removal project and if anyone had pursued grant funding?

ADJOURNMENT

There being no further business, a motion by Mayor Inscho to adjourn the meeting carried.
Meeting adjourned at 7:14 p.m.

Diane M Pflugfelder RMC/MMC
Municipal Clerk
Minutes Approved 4 September 2025

Ranges		Item Status	Purchase Types	Misc			
Range: First to Last Rcvd Batch Id Range: First to Last		Open: N Void: N Paid: N Held: Y Aprv: N Rcvd: Y	Bid: Y State: Y Other: Y Exempt: Y	P.O. Type: All Format: Condensed Include Non-Budgeted: Y Vendors: All			
Vendor #	Name						
P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
AMAZON		AMAZON.COM SERVICES INC					
25-00307	07/23/25	BEACH/FIRST AID SUPPLIES	Open	\$53.86	\$0.00		
25-00315	07/30/25	BEACH/LIFEGUARD SUPPLIES	Open	\$129.54	\$0.00		
		Vendor Total:		\$183.40			
ATTMOBIL		AT&T MOBILITY LLC					
25-00327	08/05/25	DPW CELL PHONES	Open	\$134.52	\$0.00		
BELPO		BELVIDERE POOL					
25-00287	07/10/25	SUMMER REC 7/29	Open	\$365.00	\$0.00		
BRIGHTSP		BRIGHTSPEED					
25-00323	08/05/25	PHONES AUGUST	Open	\$402.14	\$0.00		
CARLTONB		BRIDGET CARLTON					
25-00302	07/18/25	YOGA CLASSES 7/16,23 & 8/6	Open	\$195.00	\$0.00		
CARRIES		CARRIE GAJDA					
25-00319	08/01/25	MUN & REC CLEANING/#007-2025	Open	\$460.00	\$0.00		
CASA PAY		CASA PAYROLL SERVICE					
25-00278	07/07/25	PAYROLL 7/11, 7/25	Open	\$354.50	\$0.00		
COMC		COMCAST					
25-00303	07/18/25	BEACH INTERNET	Open	\$116.85	\$0.00		
COOPERAL		COOPER ALARM SYSTEMS					
25-00294	07/14/25	ACTIVATION CODE - OBERLY	Open	\$20.00	\$0.00		
25-00325	08/05/25	ALARM MONITORING AGREEMENT	Open	\$424.00	\$0.00		
		Vendor Total:		\$444.00			
CPENGINE		CP ENGINEERS, INC					
25-00282	07/09/25	ENGINEER SVC - JUNE	Open	\$5,075.05	\$0.00		
CYTRO		COUNTY OF WARREN-TREAS. OFFICE					
25-00308	07/23/25	2025 3RD QTR TAXES	Open	\$591,634.77	\$0.00		
DAILYREC		DAILY RECORD					
25-00300	07/17/25	LEGAL ADS	Open	\$103.79	\$0.00		
DALRECSU		DAILY RECORD					
25-00332	08/06/25	AUGUST SUBSCRIPTION	Open	\$45.00	\$0.00		
DVS		DELAWARE VALLEY SEPTIC					
25-00296	07/15/25	RENTALS JAN-JULY	Open	\$1,250.00	\$0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
FREED		FREEDOM BUSINESS MACHINES,INC.		Account Continued			
25-00290	07/14/25	6TH PMT OF 12/173686	Open	\$74.00	\$0.00		
GMBOE		GREAT MEADOWS REGIONAL BOE					
25-00331	08/05/25	AUGUST TAX PAYMENT	Open	\$521,478.50	\$0.00		
GSFIRE		GARDEN STATE FIREWORKS					
25-00163	04/08/25	COMMUNITY DAY FIREWORKS 8/16	Open	\$4,928.50	\$0.00		
GSLABS		GARDEN STATE LABORATORIES,INC.					
25-00311	07/24/25	WATER TESTING	Open	\$150.00	\$0.00		
HIDDE		TULPEHOCKEN SPRING WATER					
25-00256	06/11/25	WATER DELIVERY	Open	\$75.49	\$0.00		
HLTHB		NJSHBP					
25-00320	08/05/25	AUGUST	Open	\$7,072.35	\$0.00		
JACOBSEN		CHRISTIE JACOBSEN					
25-00293	07/14/25	Q2 WEBSITE MAINTENANCE	Open	\$220.00	\$0.00		
JBRES		JENNIFER BRESLIN					
25-00334	08/07/25	REIMBURSMENT FOR BEACH SNACKS	Open	\$46.15	\$0.00		
JCPL		JCP&L					
25-00291	07/14/25	GENERAL & STREETLIGHTS	Open	\$841.65	\$0.00		
JPANDORF		JENNIFER PANDORF					
25-00314	07/29/25	COMMUNITY DAY REIMBURSEMENT	Open	\$47.00	\$0.00		
LSAC		LAVERY,SELVAGGI & COHEN, PC					
25-00333	08/06/25	PROFESSIONAL SVC - JULY	Open	\$2,800.00	\$0.00		
NAPA		NORTH EAST PARTS GROUP LLC					
25-00313	07/28/25	SUPPLIES	Open	\$132.05	\$0.00		
NEVINSDU		DUSTIN & DANIELE NEVINS					
25-00299	07/16/25	2025 TAX REFUND DISABLED VET	Open	\$3,472.42	\$0.00		
NISIVCON		NISIVOCCIA CONSULTING LLC					
25-00306	07/22/25	CYBER QUESTIONNAIRE	Open	\$45.00	\$0.00		
NJABC		NJ DIVISION OF ABC					
25-00301	07/17/25	2025-26 LIQ LIC RENEWAL (6)	Open	\$18.00	\$0.00		
NJDOH		NJ STATE DEPARTMENT OF HEALTH					
25-00318	08/01/25	JULY DOG REPORT	Open	\$11.40	\$0.00		
NJLAB		STATE OF NEW JERSEY					
25-00324	08/05/25	2024 ASSESSMENT BILL	Open	\$117.03	\$0.00		
NJLM CON		NJ LEAGUE OF MUNICIPALITIES					
25-00309	07/23/25	LEAGUE CONFERENCE					

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
NJLM CON		NJ LEAGUE OF MUNICIPALITIES	Account Continued				
NJRA 25-00310	07/23/25	NJ REGISTRARS' ASSOCIATION FALL CONFERENCE BRESLIN	Open	\$100.00	\$0.00		
OAKWOOD 25-00288	07/10/25	Oakwood Lanes SUMMER REC BOWLING (90)	Open	\$877.50	\$0.00		
PFLUGFEL 25-00312	07/24/25	DIANE M. PFLUGFELDER MILEAGE REIMBURSEMENT JUN-JUL	Open	\$32.56	\$0.00		
PPRLLC 25-00298	07/16/25	PARTY PERFECT RENTALS LLC 2025 COMMUNITY DAY - FINAL	Open	\$2,182.50	\$0.00		
RIVERLIN 25-00304	07/21/25	RIVERLINE AGGREGATES LLC STONE	Open	\$1,019.78	\$0.00		
ROMAN 25-00316	07/30/25	LOUIES PIZZA SUMMER REC PIZZA PARTY 7/30	Open	\$295.00	\$0.00		
RUGGS 25-00295	07/15/25	RUTGERS, THE STATE UNIV OF NJ ADV MUN CLERK COURSE - BRESLIN	Open	\$653.00	\$0.00		
RYMON 25-00259	06/12/25	FRANK RYMON & SONS, INC. HEDGE TRIMMER	Open	\$925.00	\$0.00		
SANIC 25-00292	07/14/25	SANICO GARBAGE/RECYCLING	Open	\$200.57	\$0.00		