

AGENDA
LIBERTY TOWNSHIP MEETING
December 4, 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 – November 6, 2025

Unfinished Business

 Public Hearing – Ordinance #2025.006, Floodplain Management and Regulations
 Public Hearing – Ordinance #2025.008 Gas Franchise
 Public Hearing – Ordinance #2025.009 Chapter 105 Zoning

New Business

 New Jersey State Firefighter's Association Application for Membership – Lantinga

Resolutions

 Tax Refund – Block 11 Lot 42.22
 Tax Refund – Block 61 Lot 41
 Appropriation Transfer
 Purchase of Lawn Maintenance Equipment via State Contract
 Bills List

Correspondence

 Recreation Commission Chairperson Resignation
 2026 Reorganization Meeting Date – January 8, 2026 at 6:00 pm

Public Comment

Executive Session

 Resolution

Adjournment

A regularly scheduled meeting of the Township of Liberty was advertised and opened by Deputy Mayor Grover with Adequate Notice of Meeting and the Pledge of Allegiance at 7:01 p.m.

Present: Daniel Grover; Dave Rogers and Wayne Spangenberg

Also, Present: Richard Wenner, Municipal Attorney; and, Jennifer Breslin, Deputy Clerk

Absent: John Inscho and Peter Karcher

REPORTS

Committeeman Rogers reported a timeline was discussed for the award for the Water Quality Restoration Grant and looks like the project will start in 2027 once all the approvals are in place with DEP.

Larry Supp reported for the Environmental Commission (EC) that the weed control at beach and boat launch was satisfactory for this year, and EC is working with the Land Use Board to be compliant.

ADOPTION OF AGENDA

A motion by Committeeman Rogers to adopt the agenda carried.

ADOPTION OF MINUTES

A motion by Committeeman Spangenberg to adopt the minutes of November 6, 2025 and Executive Session of November 6, 2025 carried.

UNFINISHED BUSINESS

ORDINANCE 2025.006 FLOODPLAIN MANAGEMENT AND REGULATIONS – A motion by Committeeman Rogers to open public hearing carried. A motion by Deputy Mayor Grover to adopt the following ordinance.

AMENDING THE CODE OF THE TOWNSHIP OF LIBERTY
TO ADOPT A NEW CHAPTER, CHAPTER 61,
ENTITLED FLOODPLAIN MANAGEMENT AND REGULATIONS;
TO ADOPT FLOOD HAZARD MAPS; TO DESIGNATE A FLOODPLAIN
ADMINISTRATOR; AND PROVIDING
FOR SEVERABILITY AND AN EFFECTIVE DATE

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

ORDINANCE 2025.008 GAS FRANCHISE – A motion by Committeeman Spangenberg to open public hearing carried. Eddie Vazquez voiced his approval to have an option in the future for gas instead of heating oil. Attorney Wenner asked Mark Kelly, sales representative for Elizabethtown Gas when they would be completing the paving of Deerfield Road. Mr. Kelly advised there are a few more residents that are waiting for gas hook up and hopefully in the Spring 2026 it will be paved. A motion by Deputy Mayor Grover to adopt the following ordinance carried.

AN ORDINANCE TO ADD CHAPTER ____, GAS FRANCHISE

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

ORDINANCE 2025.009 CHAPTER 105 ZONING – A motion by Committeeman Rogers to open public hearing carried. Judy McDonald asked if ordinance is to clarify outdoor seating. A motion by Deputy Mayor Grover to adopt the following ordinance carried.

ORDINANCE OF THE TOWNSHIP OF LIBERTY, COUNTY OF WARREN, AND STATE OF NEW JERSEY REVISING TO CHAPTER 105, ZONING, ARTICLE XIV, *B-1 COMMERCIAL ZONE*, SECTION 69, *PERMITTED USES*, SUBSECTION (A)(5), IN ORDER TO CLARIFY PERMITTED USES REGARDING RESTAURANTS

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

NEW BUSINESS

NJ STATE FIREMEN'S ASSOCIATION APPLICATION FOR MEMBERSHIP – LANTINGA
A motion by Committeeman Spangenberg authorizing the acceptance of a NJ State Firemen's Association Membership application from Kyla Lantinga carried.

RESOLUTIONS

A motion by Committeeman Spangenberg to adopt the following Resolution carried.

RESOLUTION 2025.101
TAX REFUND

WHEREAS, The Tax Collector recommends to the Township Committee that the necessary administrative action be taken to authorize a refund to the following;

Block/Lot	Name/Address	Reason	Year	Total Refund
		Overpayment of Property Taxes	2025	\$3,364.44
11-42.22	Garrett & Michele Warren 23 Midland Drive Great Meadows NJ 07838			

NOW, THEREFORE, BE IT RESOLVED, By a majority of the members of the Township Committee of the Township of Liberty, County of Warren, State of New Jersey that the refund on the above list shall be returned to the parties designated.

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

A motion by Committeeman Spangenberg to adopt the following Resolution carried.

RESOLUTION 2025.102
TAX EXEMPTION FOR DISABLED VETERAN
BLOCK 61, LOT 41

WHEREAS, the real property known as Block 61, Lot 41 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 61, Lot 41;

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 61, Lot 41 are hereby made tax exempt as of 1st January 2025 while under the ownership of Christopher Bayne Shand.
2. The Township shall cancel all remaining real property taxes for Block 61, Lot 41 that have not yet become due for the year 2026.
3. The Township shall refund to the disabled Veteran all real property taxes heretofore paid for the property subsequent to 1st day of January 2025 in the amount of \$2,062.23.

Vote: aye - Grover
absent – Karcher
aye – Rogers

aye – Spangenberg
absent – Inscho

A motion by Committeeman Spangenberg to adopt the following Resolution carried.

RESOLUTION 2025.103
APPROPRIATION TRANSFER

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 N.J.S.A. 40A:4-58, that the Chief Financial Officer be and is hereby authorized and directed to make the following transfer:

	<u>FROM</u>	<u>TO</u>
Group Insurance O/E	\$ 4,500.00	
Engineering Services/Costs O/E		\$ 4,500.00
Clerk S/W	\$ 8,795.50	
Clerk O/E		\$ 8,795.50

Vote: aye - Grover
absent – Karcher
aye – Rogers
aye – Spangenberg
aye – Inscho – by phone

A motion by Committeeman Spangenberg to adopt the following Resolution carried.

RESOLUTION 2025.104
RESOLUTION OF THE TOWNSHIP OF LIBERTY AUTHORIZING THE PURCHASE OF LAWN MAINTENANCE EQUIPMENT THROUGH NEW JERSEY STATE CONTRACT #26-FLEET-115161

WHEREAS, Liberty Township has the need to purchase new lawn maintenance equipment for Department of Public Works; and

WHEREAS, maintenance and replacement of this equipment on a timely basis is essential to the Department of Public Works and the public; and

WHEREAS, Liberty Township, as a Local Government Unit, may without advertising for bids, purchase any goods or services under any contract for such goods or services entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury pursuant to the provision of N.J.S.A. 40A: 11-12; and

WHEREAS, the State Division of Purchase and Property has awarded a contract to: Marshall Machinery Inc (Vendor ID V00083839) as an authorized distributor under the New Jersey Contract #26-FLEET-115161; and

WHEREAS, the Marshall Machinery Inc has quoted the pricing for a 2025 Kubota Z452KWTI-60 Mower/Zero Turn at \$9,748.72. There will be an amount of \$2,000.00 credit applied to final cost due to the Liberty Township's 2016 Toro Z Master Pro 6000 Mower will be used as a trade-in to offset the total cost of this purchase.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of Liberty Township hereby authorizes the Purchasing Agent, on behalf of the Township to issue and execute a purchase order to

Marshall Machinery Inc with funds certified available by the Chief Finance Officer from account number 5-01-26-290-290.

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

A motion by Committeeman Rogers to adopt the following Resolution carried.

**RESOLUTION 2025.105
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 \$575,590.89.

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

CORRESPONDENCE

Recreation Commission Chairperson Resignation – Deputy Mayor Grover advised Michele Warren is stepping down as Chairperson as of December 31,2025.

2026 Reorganization Meeting Date – Deputy Mayor Grover advised the reorganization meeting is scheduled for Thursday, January 8, 2026 at 6:00 pm at the municipal building.

PUBLIC COMMENT

Carl from Trinity Solar – Carl advised our ordinance for solar on rooftop is more stringent than other towns and asked how to move forward if a zoning application was rejected. Deputy Mayor Grover advised to go to Land Use Board for a variance.

John Zsilavetz – Mr. Zsilavetz wished everyone an early Merry Christmas.

At 7:17 pm, motion by Deputy Mayor Grover to adopt the following Resolution carried.

**RESOLUTION 2025.106
AUTHORIZING EXECUTIVE SESSION**

WHEREAS, the Governing Body of the Township of Liberty is authorized, pursuant to N.J.S.A. 10:4-12 to exclude the public from that portion of this meeting for purposes of discussing specific matters as permitted by N.J.S.A. 10:4-12; and,

WHEREAS, the Governing Body of the Township of Liberty intends to discuss certain matters which are deemed confidential pursuant to N.J.S.A. 10:4-12, in Executive Session:

WHEREAS, at this time the Governing Body of the Township of Liberty cannot determine the time when the discussion to be held in Executive Session will be made public, but will disclose the minutes of the Executive Session when the need for confidentiality no longer exists.

NOW, THEREFORE, be it resolved by the Governing Body of the Township of Liberty that this meeting shall be adjourned to an Executive Session (closed session) and the public will be excluded in order that the Governing Body of the Township of Liberty may discuss the items listed below:

Items: Attorney-Client Privilege
 Potential Litigation

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

At 7:56 pm the governing body reconvened from Executive Session.

ATTORNEY-CLIENT PRIVILEGE
No action taken

POTENTIAL LITIGATION
No action taken

ADJOURNMENT

There being no further business, a motion by Deputy Mayor Grover to adjourn the meeting carried.
Meeting adjourned at 7:57 pm.

This is to certify that the ordinances and resolutions contained herein have been approved by me in accordance with law.

Dan Grover, Deputy Mayor

This is to certify that all proper notices, postings and filings required by the Open Public Meetings Act (Chapter 231, P.L. 1975) were provided for this meeting.

Jennifer Breslin, Deputy Clerk

Ranges		Item Status	Purchase Types	Misc		
<i>Range: First to Last</i> Rcvd Batch Id Range: First to Last		<i>Open: N</i> <i>Void: N</i> <i>Paid: N</i> <i>Held: Y</i> <i>Aprv: N</i> <i>Rcvd: Y</i>	<i>Bid: Y</i> <i>State: Y</i> <i>Other: Y</i> <i>Exempt: Y</i>	<i>P.O. Type: All</i> <i>Format: Condensed</i> <i>Include Non-Budgeted: Y</i> <i>Vendors: All</i>		
Vendor #	Name					
P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract
AAPARTS		ADVANCE AUTO PARTS				
25-00477	11/07/25	TRANSMISSION FILTER	Open	\$20.29	\$0.00	
BRESLINJ		JENNIFER BRESLIN				
25-00510	12/03/25	PETTY CASH	Open	\$9.70	\$0.00	
CARRIES		CARRIE GAJDA				
25-00500	12/01/25	MUN & REC CLEANING/# 011-2025	Open	\$340.00	\$0.00	
CASA PAY		CASA PAYROLL SERVICE				
25-00486	11/17/25	PAYROLL 11/14, 11/28	Open	\$241.00	\$0.00	
CHEMG		CHEMUNG SUPPLY CORP.				
25-00452	10/23/25	PLOW BLADES, SHOES	Open	\$2,231.70	\$0.00	
COMC		COMCAST				
25-00490	11/17/25	BEACH INTERNET	Open	\$116.85	\$0.00	
CPENGINE		CP ENGINEERS, INC				
25-00489	11/17/25	ENG SVC - OCTOBER	Open	\$16,053.60	\$0.00	
CROWNAWA		CROWN AWARDS				
25-00475	11/07/25	FALL SOCCER MEDALS	Open	\$96.59	\$0.00	
DAILYREC		DAILY RECORD				
25-00404	09/25/25	LAND USE RES AD HORSTMANN	Open	\$49.26	\$0.00	
25-00481	11/07/25	LEGAL ADS	Open	\$143.78	\$0.00	
25-00485	11/14/25	LEGAL ADS	Open	\$281.42	\$0.00	
			Vendor Total:	\$474.46		
DALRECSU		DAILY RECORD				
25-00484	11/14/25	NOVEMBER SUBSCRIPTION	Open	\$45.00	\$0.00	
DVS		DELAWARE VALLEY SEPTIC				
25-00491	11/20/25	BOAT LAUNCH RENTAL - NOVEMBER	Open	\$125.00	\$0.00	
EDS		EDWARD'S TRADING POST				
25-00512	12/04/25	STEEL FOR CASE 321F	Open	\$30.00	\$0.00	
ERICKSNY		ERIC K. SNYDER				
25-00511	12/04/25	LAND USE MATTERS JUNE-NOV	Open	\$977.50	\$0.00	
FLEMI		FLEMINGTON DEPARTMENT STORE				
25-00364	08/27/25	SWEATSHIRTS & PANTS	Open	\$317.50	\$0.00	
FREED		FREEDOM BUSINESS MACHINES, INC.				
25-00483	11/14/25	10TH PMT OF 12/174495	Open	\$74.00	\$0.00	

Vendor #	Name						
P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
FREED	FREEDOM BUSINESS MACHINES,INC.			<i>Account Continued</i>			
GMBOE		GREAT MEADOWS REGIONAL BOE					
25-00505	12/02/25	DECEMBER TAX PAYMENT	Open	\$521,478.50	\$0.00		
GSLABS	GARDEN STATE LABORATORIES,INC.						
25-00471	11/03/25	WATER TESTING	Open	\$150.00	\$0.00		
HIDDE	TULPEHOCKEN SPRING WATER						
25-00422	10/01/25	WATER DELIVERY	Open	\$64.44	\$0.00		
25-00503	12/02/25	WATER DELIVERY	Open	\$10.90	\$0.00		
				Vendor Total:	\$75.34		
HLTHB	NJSHBP						
25-00502	12/01/25	DECEMBER	Open	\$5,642.47	\$0.00		
HOLLI	HOLLIE STUDIOS						
25-00467	10/30/25	BASKETBALL SHIRTS (54)	Open	\$924.00	\$0.00		
INSCO	JOHN E. INSCO						
25-00513	12/04/25	REIMBURSEMENT - HEATER FOR DPW	Open	\$311.85	\$0.00		
JCPL	JCP&L						
25-00487	11/17/25	GENERAL & STREETLIGHTS	Open	\$1,788.66	\$0.00		
LIFER	LIFER, KEVIN						
25-00157	04/02/25	QUARTERLY FINANCE CONSULTATION	Open	\$600.00	\$0.00		
MARSHMAC	MARSHALL MACHINERY INC						
25-00494	11/21/25	KUBOTA Z452KWTI-60 MOWER	Open	\$7,748.72	\$0.00		
25-00501	12/01/25	QUICK CONNECTS	Open	\$81.74	\$0.00		
				Vendor Total:	\$7,830.46		
MWILSON	MICHAEL WILSON						
25-00497	11/25/25	REIMBURSEMENT BASKETBALL BAND	Open	\$7.67	\$0.00		
MYCORP	MY CORPORATE HOSTING SOLUTIONS						
25-00482	11/14/25	WEB HOSTING, EMAIL & ARCHIVE	Open	\$630.05	\$0.00		
NAPA	NORTH EAST PARTS GROUP LLC						
25-00476	11/07/25	TRANSMISSION FLUID	Open	\$228.76	\$0.00		
NJDOH	NJ STATE DEPARTMENT OF HEALTH						
25-00504	12/02/25	NOVEMBER DOG REPORT	Open	\$1.20	\$0.00		
REFERSVC	REFERENCE SERVICES INC						
25-00498	11/26/25	BACKGROUND CHECKS BASKETBALL	Open	\$102.50	\$0.00		
SANIC	SANICO						
25-00488	11/17/25	GARBAGE/RECYCLING	Open	\$200.57	\$0.00		
SCHNEIDE	VOGEL,CHAIT,COLLINS, SCHNEIDER						

Vendor #	Name		Status	Amount	Void Amount	Contract	PO Type
P.O. #	PO Date	Description					
SCHNEIDE	VOGEL,CHAIT,COLLINS, SCHNEIDER			<i>Account Continued</i>			
25-00499	11/26/25	LAND USE MATTERS/OCTOBER	Open	\$227.50	\$0.00		
SHANDCH	CHRISTOPHER SHAND						
25-00507	12/03/25	TAX REFUND - B61/L41	Open	\$2,062.23	\$0.00		
TWPHARMO	TOWNSHIP OF HARMONY						
25-00493	11/20/25	SHARED SVC Q4 2025	Open	\$8,795.50	\$0.00		
WARCLERK	WARREN COUNTY CLERK						
25-00508	12/03/25	RECORD TAX SALE CERT 25-02,04	Open	\$16.00	\$0.00		
WARRENGA	GARRETT & MICHELE ANN WARREN						
25-00495	11/21/25	TAX REFUND B11/L42.22 Q4	Open	\$3,364.44	\$0.00		

Total Purchase Orders: 39 Total P.O. Line Items: 0 Total List Amount: \$575,590.89 Total Void Amount: \$0.00

Totals by Year-Fund

Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND APPR	5-01	\$566,674.42	\$0.00	\$566,674.42	\$0.00	\$0.00	\$566,674.42
ANIMAL FUND	A-03	\$1.20	\$0.00	\$1.20	\$0.00	\$0.00	\$1.20
CAPITAL FUND	C-04	\$7,585.25	\$0.00	\$7,585.25	\$0.00	\$0.00	\$7,585.25
ESCROW FUND	E-13	\$49.26	\$0.00	\$49.26	\$0.00	\$0.00	\$49.26
RECREATION TRUST F	R-17	\$1,280.76	\$0.00	\$1,280.76	\$0.00	\$0.00	\$1,280.76
Total Of All Funds:		\$575,590.89	\$0.00	\$575,590.89	\$0.00	\$0.00	\$575,590.89