

AGENDA
LIBERTY TOWNSHIP MEETING

1 May 2025

6:00 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 – 3 April 2025

2025 Appointments

Recreation Assistant
Environmental Commission, Alternate #1
Environmental Commission, Alternate #2
LandUse Board, Class I Designee
LandUse Board, Alternate #3
LandUse Board, Alternate #4
Open Space Committee (3 positions)
Recreation Commission
Recreation Commission, Alternate #2

Unfinished Business

Recreation Assistant Job Description
National Flood Insurance Program – Community Assistance Visit (CAV)
Updated Stormwater Management Ordinance
Liberty Lake Dam Removal Project Draft
Affordable Housing – Municipal Housing Liaison
Stormwater Compliance Solutions (Aqualis) 2025 Proposal

New Business

Inquiry on Potential for 2025 Tax Lien Sale
Grove Parking – 7 June 2025

Resolutions

Older American's Month 2025
LGCCC – GMRBOE PTO, Tricky Tray
LGCCC – GMRBOE PTO, 50/50
Chapter 159 – Local Recreation Grant FY 2024, \$66,000

Chapter 159 – Local Recreation Grant FY 2025, \$75,000
ABC – Mountain Lake Fire Company, 6 June 2025
ABC – Mountain Lake Fire Company, 28 June 2025
Establish a Special Period for Third Quarter Property Taxes
ABC – JARG, Issuance of 2023-2024 Liquor License
Bills List

Public Comment
Executive Session
Adjournment

A regularly scheduled meeting of the Township of Liberty was advertised to be rescheduled at 6:00 pm and held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 1 May 2025. The meeting was opened by Mayor Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 6:07 p.m.

Present: Daniel Grover; John Inscho; Pete Karcher; David Rogers; and, Wayne Spangenberg

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

MOMENT OF SILENCE

A moment of silence was held for Richard Drummond (past Mountain Lake Fire Company Chief) and Ryan Jarvis (son of Wayner Jarvis, LandUse Board member).

REPORTS

DAVID ROGERS

Mr. reported that he is working with Bob Ballou, Mountain Lake Community Association President, and Rutgers to create a planting plan for the pavilion area of Mountain Lake.

JOHN INSCHO

Mr. Inscho reported that he, and 15 Warren County mayors had met at the Liberty Township municipal building on Wednesday, 30 April to discuss Emergency Medical Service coverage throughout Warren County. They have invited EMS chiefs to meet with them at their next meeting to be held on 30 June. Mr. Inscho also stated that the beach shack has been taken down and disposed of. He is waiting on paperwork with the construction official.

ADOPTION OF MINUTES

A motion by Wayne Spangenberg to adopt the minutes of 3 April 2025 carried.

APPOINTMENTS

No appointments made at this time

UNFINISHED BUSINESS

RECREATION ASSISTANT JOB DESCRIPTION

Mayor Inscho stated that he is still looking for a recreation assistant

NATIONAL FLOOD INSURANCE PROGRAM – COMMUNITY ASSISTANCE VISIT (CAV)

Mayor Inscho stated that he is still working on paperwork for that

UPDATED STORMWATER MANAGEMENT ORDINANCE

No action taken

LIBERTY LAKE DAM REMOVAL PROJECT DRAFT

No action taken

AFFORDABLE HOUSING – MUNICIPAL HOUSING LIAISON

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

RESOLUTION #2025.050
APPOINTING A MUNICIPAL HOUSING LIAISON

WHEREAS, pursuant to PL2024, C2, Liberty Township is required to appoint a Municipal Housing Liaison for the oversight of administration of Liberty Township's affordable housing program to enforce the requirements of the law and NJAC 5:80-26.1 et.seq; and

WHEREAS, Liberty Township has amended Chapter 57 entitled Fair Housing to provide for the appointment of a Municipal Housing Liaison to administer Liberty Township's affordable housing program

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Township of Liberty in the County of Warren and the State of New Jersey that Eric Snyder is hereby appointed by the governing body of Liberty Township as the Municipal Housing Liaison for the administration of the affordable housing program, pursuant to and in accordance with Section 57-4 of the Liberty Township Municipal Code.

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

John Inscho,
Mayor

STORMWATER COMPLIANCE SOLUTIONS 2025 PROPOSAL

A motion by Dan Grover authorizing the mayor to execute the 2025 Agreement with Stormwater Compliance Solutions (Aqualis) carried.

NEW BUSINESS

INQUIRY ON POTENTIAL FOR 2025 TAX LIEN SALE

Attorney Wenner stated that he is working on a lien list for 2025

GROVE PARKING – 7 JUNE 2025

It was agreed that the DPW Supervisor would speak with Chris Glaston to advise that his request for parking in the grove area is approved excluding specific wetland locations.

RESOLUTIONS

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

RESOLUTION # 2025.050
OLDER AMERICAN MONTH 2025

WHEREAS, May is Older Americans Month, a time for us to recognize and honor Liberty Township older adults and their immense influence on every facet of American society; and

WHEREAS, through their wealth of life experience and wisdom, older adults guide our younger generations and carry forward abundant cultural and historical knowledge; and

WHEREAS, older Americans improve our communities through intergenerational relationships, community service, civic engagement, and many other activities; and

WHEREAS, communities benefit when people of all ages, abilities and backgrounds have the opportunity to participate and live independently; and

WHEREAS, Liberty Township must ensure that older Americans have the resources and support needed to stay involved in their communities – reflecting our commitment to inclusivity and connectedness.

NOW, THEREFORE, We of Liberty Township do hereby proclaim May 2025 as Older Americans Month. This year's theme, "Flip the Script on Aging" focuses on transforming how society perceives, talks about, and approaches aging. It encourages individuals and communities to challenge stereotypes and have meaningful conversations that can help dispel misconceptions.

We, Liberty Township Committee call upon all residents to join us in recognizing the contributions of our older citizens and promoting programs and activities that foster connection, inclusion and support for older adults.

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

John Inscho,
Mayor

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

RESOLUTION #2025.051
RAFFLE APPLLCATION

WHEREAS, PTO Great Meadows Regional School District INC, 281 US Highway 46, Great Meadows, New Jersey 07823, is the licensee on the application to conduct a Tricky Tray on 31 May 2025 to be held at Mountain Lake Fire Company, 99 Tamarack Road, Belvidere, New Jersey 07823 at 12:00-8:00 pm; and

WHEREAS, the appropriate application forms and fees have been submitted to the Municipal Clerk; and

WHEREAS, there appears to be no reason to deny the aforesaid application.

BE IT RESOLVED By the Governing Body of the Township of Liberty, County of Warren, State of New Jersey

1. The Tricky Tray is approved contingent to the Legalized Games of Chance Control Commission adoption of aforesaid application.

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

John Inscho,
Mayor

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

RESOLUTION #2025.052
50/50 RAFFLE

WHEREAS, PTO Great Meadows Regional School District INC, 281 US Highway 46, Great Meadows, New Jersey 07823, is the licensee on the application to conduct a 50/50 on 31 May 2025 to be held at Mountain Lake Fire Company, 99 Tamarack Road, Belvidere, New Jersey 07823 at 12:00-8:00 pm; and

WHEREAS, the appropriate application forms and fees have been submitted to the Municipal Clerk; and

WHEREAS, there appears to be no reason to deny the aforesaid application.

BE IT RESOLVED By the Governing Body of the Township of Liberty, County of Warren, State of New Jersey

1. The 50/50 is approved contingent to the Legalized Games of Chance Control Commission adoption of aforesaid application.

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

John Inscho,
Mayor

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

RESOLUTION #2025.053
APPROVAL OF THE INSERTION OF ITEMS OF REVENUE AND APPROPRIATION
UNDER NJSA 40A:4-87 FOR LOCAL RECREATION IMPROVEMENT GRANTS
IN MUNICIPAL 2025 BUDGET

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any Special Item of Revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount; and

WHEREAS, Liberty Township has been awarded \$66,000 FY 2024 for the Local Recreation Improvement Grant.

NOW, THEREFORE BE IT RESOLVED that Liberty Township, in the County of Warren, hereby requests the Director of the Division of Local Government Services approve the insertion of items of revenue in the 2025 budget year in the sum of \$66,000; which is now available as revenue from: Miscellaneous Revenues Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services – Public and Private Revenues Offset with Appropriations: Local Recreation Improvement Grant FY2024 \$66,000; and

BE IT FURTHER RESOLVED that a like sum of \$66,000.00 be appropriated under the caption of: General Appropriations Operations – Excluded from “CAPS” Public and Private Programs Offset by Revenues: Local Recreation Improvement Grant FY2024 \$66,000.

BE IT FURTHER RESOLVED that a copy of this Resolution will be electronically filed with the Director for approval as required by law.

Vote: aye - Karcher

aye - Spangenberg

aye - Rogers

aye - Grover

aye - Inscho

John Inscho,
Mayor

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

RESOLUTION #2025.054
APPROVAL OF THE INSERTION OF ITEMS OF REVENUE AND APPROPRIATION
UNDER NJSA 40A:4-87 FOR LOCAL RECREATION IMPROVEMENT GRANTS
IN MUNICIPAL 2025 BUDGET

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any Special Item of Revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount; and

WHEREAS, Liberty Township has been awarded \$75,000 FY2025 for the Local Recreation Improvement Grant.

NOW, THEREFORE BE IT RESOLVED that Liberty Township, in the County of Warren, hereby requests the Director of the Division of Local Government Services approve the insertion of items of revenue in the 2025 budget year in the sum of \$75,000; which is now available as revenue from: Miscellaneous Revenues Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services – Public and Private Revenues Offset with Appropriations: Local Recreation Improvement Grant FY2025 \$75,000; and

BE IT FURTHER RESOLVED that a like sum of \$75,000.00 be appropriated under the caption of: General Appropriations Operations – Excluded from “CAPS” Public and Private Programs Offset by Revenues: Local Recreation Improvement Grant FY2025 \$75,000.

BE IT FURTHER RESOLVED that a copy of this Resolution will be electronically filed with the Director for approval as required by law.

Vote: aye - Karcher

aye - Spangenberg

aye - Rogers

aye - Grover

aye - Inscho

John Inscho,

Mayor

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

RESOLUTION #2025.055
APPLICATION FOR SPECIAL PERMIT FOR SOCIAL AFFAIR
MOUNTAIN LAKE FIRE COMPANY

WHEREAS, “Applications for Special Permit for Social Affair” has been filed by the Mountain Lake Fire Company, 99 Tamarack Road, Belvidere, New Jersey 07823 for said the following social affair;

Barrel Competition

6 June 2025 from 5:00 pm to 11:30 pm

WHEREAS, the submitted application form is complete in all respects, and the State fee has been paid.

BE IT RESOLVED, that the Liberty Township Committee does hereby approve the following social affair for the Mountain Lake Fire Company located at 99 Tamarack Road, Belvidere, New Jersey;

Barrel Competition

6 June 2025 from 5:00 pm to 11:30 pm

to be held in the area delineated on the application form.

Vote: aye - Grover

aye - Spangenberg

aye - Karcher

aye - Rogers

abstain - Inscho

John Inscho,

Mayor

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

RESOLUTION #2025.056
APPLICATION FOR SPECIAL PERMIT FOR SOCIAL AFFAIR
MOUNTAIN LAKE FIRE COMPANY

WHEREAS, “Applications for Special Permit for Social Affair” has been filed by the Mountain Lake Fire Company, 99 Tamarack Road, Belvidere, New Jersey 07823 for said the following social affair;

Pub Night

28 June 2025 from 1:00 pm to 11:00 pm

WHEREAS, the submitted application form is complete in all respects, and the State fee has been paid.

BE IT RESOLVED, that the Liberty Township Committee does hereby approve the following social affair for the Mountain Lake Fire Company located at 99 Tamarack Road, Belvidere, New Jersey;

Pub Night
28 June 2025 from 1:00 pm to 11:00 pm

to be held in the area delineated on the application form.

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

John Inscho,
Mayor

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

RESOLUTION #2025.057
ESTABLISHING A SPECIAL PERIOD FOR THIRD QUARTER PROPERTY TAXES

WHEREAS, the date of the mailing of the Liberty Township tax bills cannot be determined at this time; and

WHEREAS, N.J.S.A. 54:4-66.3 provides that no interest shall be charged for a minimum of 25 days after tax bills are mailed or otherwise delivered;

NOW, THEREFORE, BE IT RESOLVED by the Committee of Liberty Township as follows:
No interest shall be charged on 3rd quarter taxes, due August 1, 2025, if payment of said taxes is received by Liberty Township on or before the 25th day after the date of a mailing as certified by the Municipal Tax Collector to the Municipal Clerk and provided further, that if any such payment is not received on or before the 25th day interest at the usual rate will be charged from the August 1, 2025 date.

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

John Inscho,
Mayor

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

RESOLUTION #2025.058
ISSUANCE OF LIQUOR LICENSE

BE IT RESOLVED, By the Township Committee of the Township of Liberty, County of Warren and State of New Jersey, accepts the 12.39 and 12.18 relief 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 for the term of one year from the first day of July 2023, to midnight, 30 June 2024 nunc pro tunc October 3, 2024.

JARG Corporation
7 Birch Drive
Roseland, NJ 07068
License #2114.33.008.009
Fee: \$871.93

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

John Inscho,
Mayor

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

RESOLUTION #2025.059
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 \$1,125,929.12

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

John Inscho,
Mayor

PUBLIC COMMENT was opened

Bob Ballou – Mr. Ballou advised that the Mountain Lake Community Association was applying for a grant. He also requested the return of port-a-johns at the beach area.

A 6:29, motion by Wayne Spangenberg to adopt the following Resolution carried.

RESOLUTION #2025.060
EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act PL 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 exist; and

WHEREAS, the governing body 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 shall be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

- ✓ Contractual Matter
- ✓ Personnel

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

John Inscho,
Mayor

At 6:55 pm, the governing body reconvened from Executive Session.

CONTRACTUAL MATTERS

A motion by John Inscho to proceed with Shared Services to eliminate the Liberty Township Municipal Clerk position to save Liberty Township \$40,000 carried.

PERSONNEL

A motion by Dan Grover to authorize the Attorney to forward a letter to the Mountain Lake Fire Chief enforcing that Kenny Lunden Sr is not to drive any fire truck or any vehicle insured by the Township of Liberty until further notice carried.

ADJOURNMENT

There being no further business, a motion by Mayor Inscho to adjourn the meeting carried.
Meeting adjourned at 6:58 p.m.

Diane M Pflugfelder RMC/MMC
Municipal Clerk
Minutes Approved 5 June 2025
