

**BOROUGH OF INTERLAKEN
MINUTES
APRIL 25, 2018
7:30 P.M. AT BOROUGH HALL**

The regular meeting of the Borough of Interlaken was called to order at 7:34 p.m., by Borough Council President White. Sunshine Statement was read by Borough Clerk Reibrich. It was followed by a salute to the flag and a moment of silence. “The notice of the requirements of the Open Public Meetings Act has been satisfied by forwarding annual notice to the Coaster and Asbury Park Press. A copy of the annual notice was posted on the Borough bulletin board and is on file in the Borough Clerk’s office.”

Present: Council President White, Council members: Butler, Franks, Gunn, Horowitz and Watson

Also Present: Borough Attorney Richard Shaklee, Borough CFO/Tax Collector
Stephen O. Gallagher, Borough Auditor Richard Hellenbrecht and Borough Clerk/Administrator Lori Reibrich

Absent: Mayor Nohilly

1. PUBLIC COMMENTS- FOR AGENDA SPECIFIC ITEMS ONLY – EXCLUSIVE OF ORDINANCES

Council President White opened the floor for public comment. With no public comment, Council President White closed the floor.

2. APPROVAL OF MINUTES: MARCH 14, 2018 & MARCH 28, 2018- WORKSHOP & REGULAR

With no Council comments, Councilman Gunn made motion to approve minutes, seconded by Councilman Franks and unanimously carried.

	Mayor Nohilly	Council President White	Councilman Franks	Councilman Gunn	Councilwoman Horowitz	Councilman Butler	Councilman Watson
Motion to Approve				X			
Motion to Second			X				
Approved		X	X	X	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

3. ORDINANCE 2018-1 – 2ND READING /PUBLIC HEARING

AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK PURSUANT TO NJSA 40A:4-45.14

ORDINANCE 2018-1 WAS POSTED IN BOROUGH HALL ON MARCH 28, 2018 AND ADVERTISED IN FULL IN THE COASTER ON APRIL 12, 2018. PUBLIC HEARING WAS SET FOR APRIL 25, 2018.

**CALENDAR YEAR 2018
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 0.5% unless

authorized by ordinance to increase it to 3.5% over the previous year’s final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Borough Council of the Borough of Interlaken in the County of Monmouth finds it advisable and necessary to increase its CY 2018 budget by up to 3.5% over the previous year’s final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Borough Council hereby determines that a 3.5% increase in the budget for said year, amounting to \$36,587.22 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Borough Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Borough Council of the Borough of Interlaken, in the County of Monmouth, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2018 budget year, the final appropriations of the Borough of Interlaken shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$36,587.22, and that the CY 2018 municipal budget for the Borough of Interlaken be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

ORDINANCE READING	DATE
1ST READING BY TITLE:	March 28, 2018
2ND READING BY TITLE:	April 25, 2018

With no Council comments, Councilman Butler made motion to open public hearing, seconded by Councilman Gunn and unanimously carried.

	Mayor Nohilly	Council President White	Councilman Franks	Councilman Gunn	Councilwoman Horowitz	Councilman Butler	Councilman Watson
Motion to Approve						X	
Motion to Second				X			
Approved		X	X	X	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

Council President White opened the floor to public comment for Ordinance 2018-1 only.

With no Public present, Councilman Gunn made motion to close public hearing, seconded by Councilwoman Horowitz and unanimously carried.

	Mayor Nohilly	Council President White	Councilman Franks	Councilman Gunn	Councilwoman Horowitz	Councilman Butler	Councilman Watson
Motion to Approve				X			
Motion to Second					X		
Approved		X	X	X	X	X	X

Opposed							
Abstain/ Recuse							
Absent/ Excused							

With no Council comments, Councilman Butler made motion to adopt the ordinance, seconded by Councilman Franks and unanimously carried.

	Mayor Nohilly	Council President White	Councilman Franks	Councilman Gunn	Councilwoman Horowitz	Councilman Butler	Councilman Watson
Motion to Approve						X	
Motion to Second			X				
Approved		X	X	X	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

4. **RESOLUTION 2018-44: AUTHORIZING THE 2018 MUNICIPAL BUDGET TO BE READ BY TITLE ONLY**

**AUTHORIZING THE 2018 MUNICIPAL BUDGET
TO BE READ BY TITLE ONLY**

WHEREAS, N.J.S. 40A:4-8 permits that the Budget as advertised may be read by its title providing that at least one week prior to the date of the hearing the following provisions are met:

1. A complete copy of the budget, as advertised, is posted in a public place where public notices are customarily posted.
2. A complete copy of the budget has been available to each person requesting the same during said week and during the public hearing.

WHEREAS, the Borough of Interlaken has complied with the aforesaid requirements;

NOW, THEREFORE, BE IT RESOLVED, the Borough is hereby permitted to waive the reading in full, of the Municipal Budget for the year 2018.

With no Council comments, Councilman Gunn made motion to approve, seconded by Councilman Butler and unanimously carried.

	Mayor Nohilly	Council President White	Councilman Franks	Councilman Gunn	Councilwoman Horowitz	Councilman Butler	Councilman Watson
Motion to Approve				X			
Motion to Second						X	
Approved		X	X	X	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

5. **2018 MUNICIPAL BUDGET - PUBLIC HEARING**

Council President White stated that the 2018 Municipal budget was introduced on March 28, 2018 and advertised by summary, as required by law, on April 12, 2018, together with a notice of the public hearing for this time. Printed copies of the budget have been made available to the public. In addition, a full copy of the budget has been posted on the Borough website.

Borough CFO/Tax Collector Gallagher joined the table.

Borough CFO/Tax Collector Gallagher stated that the 2018 budget is \$2,387,161 which is up from \$2,314,841. It is a 3% increase. The majority of the increase is due to the Police contract. Everything else is pretty stable. Debt service is relatively under control.

Borough CFO/Tax Collector Gallagher stated that taxation makes up the biggest chunk of revenues. State aid will remain the same. No State aid will be received.

Borough CFO/Tax Collector Gallagher noted that delinquent taxes are down. There was a tax sale this year for one property. The first in twenty years.

Borough CFO/Tax Collector Gallagher stated that there was an increase in assessed valuation of about 4%. This is good news. Property values are rising. The average property assessment went from \$633,900 to \$657, 900. The municipal portion of the taxes will increase roughly \$9 a month per home.

Borough CFO/Tax Collector Gallagher stated that Interlaken is a poster child for shared services. Utilizing contracts with Allenhurst, Ocean Township Sewerage Authority and Deal which provide services at a reasonable cost. There was an overall 3% increase in the police contact.

Borough CFO/Tax Collector Gallagher stated that \$25,000 has been put into the Capital Fund, so the Borough has down payment money for capital projects. Debt service will remain roughly the same at \$8,000.

Councilman Gunn questioned how inflation will affect taxes over the years.

Borough CFO/Tax Collector Gallagher believes tax increases will be the slow and steady kind.

Councilman Gunn asked for a forecast.

Borough CFO/Tax Collector Gallagher noted that the forecasts are dependent on Council decisions and proposed future projects, but he does not see any major increase in taxes. Increases will be moderate. \$20 to \$30 per average home.

Councilman Butler questioned the surplus return from the Board of Education this year.

Borough CFO/Tax Collector Gallagher reviewed surplus. There has to be a certain level to be prepared for emergencies. Once that point is reached, you must keep the equilibrium. \$227,000 was used last year to support last year’s budget. It is anticipated that \$278,000 will be used which is about 45% of the budget. That leaves \$328,000 for emergencies as a cushion to prevent deficit.

Councilman Watson asked about the tax assessment procedure.

There was a brief discussion regarding Borough tax assessments.

Councilman Watson asked if the County had any plans for to offer County wide shared services.

Borough CFO/Tax Collector Gallagher stated that the County does offer services but quality of services to residents may suffer. Bigger does not necessarily mean better.

Borough Auditor Rich Hellenbrecht stated that the State has introduced budget and made their review. The State provided no comments and allowed us to move forward with the adoption upon the Council review and voting.

With no Council comments, Councilman Butler made motion to open public hearing, seconded by Councilwoman Horowitz and unanimously carried.

	Mayor Nohilly	Council President White	Councilman Franks	Councilman Gunn	Councilwoman Horowitz	Councilman Butler	Councilman Watson
Motion to Approve					X		
Motion to Second						X	
Approved		X	X	X	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

Council President White opened the floor for public comment for the 2018 Budget only.

With no Public comment, Councilman Watson made motion to close public comment, seconded by Councilman Gunn and unanimously carried.

	Mayor Nohilly	Council President White	Councilman Franks	Councilman Gunn	Councilwoman Horowitz	Councilman Butler	Councilman Watson
Motion to Approve							X
Motion to Second				X			
Approved		X	X	X	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

6. **RESOLUTION 2018-45: ADOPTION OF THE 2018 MUNICIPAL BUDGET**

With no Council comments, Councilwoman Horowitz made motion to approve budget, seconded by Councilman Watson and unanimously carried.

	Mayor Nohilly	Council President White	Councilman Franks	Councilman Gunn	Councilwoman Horowitz	Councilman Butler	Councilman Watson
Motion to Approve					X		
Motion to Second							X
Approved		X	X	X	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

7. **RESOLUTION 2018-46: RECYCLING TONNAGE GRANT**

APPROVING 2017 RECYCLING TONNAGE GRANT APPLICATION

WHEREAS, the Mandatory Source Separation and Recycling Act, c.102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection has promulgated recycling regulations to Implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for such tonnage grants for calendar year 2015 will memorialize the commitment of this municipality to recycling and to indicate the assent of the Borough Council of the Borough of Interlaken to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed.

NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Interlaken that the Borough of Interlaken hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Norman Cottrell, Recycling Coordinator, to ensure that the application is properly filed; and

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

With no Council comments, Councilman Gunn made motion to approve grant, seconded by Councilman Franks and unanimously carried.

	Mayor Nohilly	Council President White	Councilman Franks	Councilman Gunn	Councilwoman Horowitz	Councilman Butler	Councilman Watson
Motion to Approve				X			
Motion to Second			X				
Approved		X	X	X	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

8. **RESOLUTION 2018-47: ARBOR DAY PROCLAMATION**



WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, 2018 is the 146th anniversary of the holiday and Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and beautify our community, and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Interlaken, do hereby proclaim *May 6, 2018* as the 146th anniversary celebration of Arbor Day in the Borough of Interlaken, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

BE IT FURTHER RESOLVED, the Mayor and Council of the Borough of Interlaken, urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

With no Council comments, Councilman Watson made motion to approve proclamation, seconded by Councilman Gunn and unanimously carried.

	Mayor Nohilly	Council President White	Councilman Franks	Councilman Gunn	Councilwoman Horowitz	Councilman Butler	Councilman Watson
Motion to Approve				X			
Motion to Second							X
Approved		X	X	X	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

9. **RESOLUTION 2018-48: ESCROW REFUNDS**

AUTHORIZING ESCROW REFUNDS

WHEREAS, the Planning Board Secretary contacted the Planning Board Engineer and Planning Board Attorney for confirmation that there is no further billing in regards to the following applications; and

WHEREAS, the Planning Board Engineer and Planning Board Attorney both confirm they have no further billing in regards to the Planning Board Variance Applications for the following homeowners and residences:

Walters, Todd	206 Grasmere Avenue	\$530.50
Francese, Nancy	709 Raymere Avenue Mailing Address for refund: 124 Ambassador Drive Red Bank, NJ 07701	\$2086.00

NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby authorizes the Chief Financial Officer to refund said escrows of \$530.50 to Mr. Todd Walters and \$2,086.00 to Ms. Nancy Francese; and

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the following:

1. Mr. Todd Walters, 206 Grasmere Avenue
2. Ms. Nancy Francese, 709 Raymere Avenue
Stephen Gallagher, Chief Finance Officer

With no Council comments, Councilwoman Horowitz made motion to approve refunds, seconded by Councilman Butler and unanimously carried.

	Mayor Nohilly	Council President White	Councilman Franks	Councilman Gunn	Councilwoman Horowitz	Councilman Butler	Councilman Watson
Motion to Approve							
Motion to Second							
Approved		X	X	X	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

10. **RESOLUTION 2017-49: PAYMENT OF BILLS**

**BOROUGH OF INTERLAKEN
BILL LIST REPORT FOR
BOROUGH COUNCIL APPROVAL**

DATE SPAN	TOTAL
03/28/18-04/23/18	\$113,424.93

Resolution 2018-49:

WHEREAS, law requires listing of all bills approved for payment; and

WHEREAS, certification of available funds from the Chief Municipal Finance Officer has been made; and

WHEREAS, the total bill list for the regular meeting dated April 23, 2018 is in the amount of One Hundred Thirteen Thousand Four Hundred and Twenty Four Dollars and Ninety Three Cents; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council, of the Borough of Interlaken, that the CFO is hereby authorized to pay said bill list.

With no Council comments, Council President White made motion to approve payment, seconded by Councilman Franks and unanimously carried.

	Mayor Nohilly	Council President White	Councilman Franks	Councilman Gunn	Councilwoman Horowitz	Councilman Butler	Councilman Watson
Motion to Approve						X	
Motion to Second							X
Approved		X	X	X	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

11. REPORTS/CORRESPONDENCE

- ADMINISTRATION/FINANCE - No report.
- PUBLIC SAFETY – No report.
- STREETS & ROADS – Councilman Watson stated that the street sign project was still in the discovery stage. Manufacturers and installers are being narrowed down. It is the hope that samples and pricing will be available for the next meeting.

Councilman Butler stated that the lighting project is almost complete.

- SHADE TREE COMMISSION – Council President White noted that a resident has reached out to ask that the minutes be posted on the website.
- PLANNING BOARD – No report.
- BOARD OF EDUCATION - No report.
- BOROUGH ADMINISTRATOR – Borough Clerk/Administrator Reibrich reminded Council that Financial Disclosure statements are due by April 30th. Borough Clerk/Administrator advised Council that she will be attending the Spring Clerks’ Conference. Borough Clerk/Administrator Reibrich noted that an email has been set up for Recreation.

12. COMMENTS FROM THE PUBLIC Mayor Nohilly opened the floor for public comment. With no public present, Mayor Nohilly closed the floor.

13. **ADJOURNMENT** With no further discussion Councilman Franks made a motion to adjourn, seconded by Councilwoman Horowitz and unanimously carried.

	Mayor Nohilly	Council President White	Councilman Franks	Councilman Gunn	Councilwoman Horowitz	Councilman Butler	Councilman Watson
Motion to Approve			X				
Motion to Second					X		
Approved		X	X	X	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused	X						

Lori Reibrich, RMC
Borough Administrator/Clerk