

**BOROUGH OF INTERLAKEN
MINUTES
DECEMBER 19, 2018
7:30 P.M. AT BOROUGH HALL**

The regular meeting of the Borough of Interlaken was called to order at 7:30 p.m., by Mayor Nohilly. The Sunshine Statement was read by Borough Clerk Administrator 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: Mayor Nohilly, Council President White, Council members: Butler, Franks, Horowitz, Watson and Menditto

Absent: None

Also Present: Borough Attorney Richard Shaklee, Borough Engineer/Planner Peter Avakian and Borough Clerk/Administrator Lori Reibrich

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

Mayor Nohilly opened the floor or public comment. With no public comment Mayor Nohilly closed the floor.

2. PROCLAMATION: HONORING COUNCILMAN MERVIN FRANKS

Mayor Nohilly read the proclamation honoring Councilman Mervin Franks.

WHEREAS, Mervin Franks served as Councilman for the Borough of Interlaken from September 17, 2014 through December 31, 2018: and

WHEREAS, Councilman Mervin Franks understood the value of public service to the Borough of Interlaken; and

WHEREAS, due to the stewardship and dedication shown by Mervin Franks through his time on the Borough Council; as a Chairman of the Streets and Roads Committee, member of the Public Safety Committee, dedicated volunteer for the Recreation Committee and Planning Board Member; his decisions and hard work maintained the high governmental standards of Borough of Interlaken for the greater good of the community; and

WHEREAS, the efforts of Mervin Franks, who served the Interlaken Borough Council well for his years as Councilman, is deserving of much regard and appreciation for his dedication and service.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and the Borough Council of the Borough of Interlaken hereby commends Mervin Franks whose commitment to the Borough Council and stellar service to the community will be appreciated for many years to come.

3. PROCLAMATION: HONORING COUNCILMAN RICK MENDITTO

Mayor Nohilly read the proclamation honoring Councilman Rick Menditto.

WHEREAS, Rick Menditto served as Councilman for the Borough of Interlaken from July 18, 2018 through December 31, 2018: and

WHEREAS, Councilman Rick Menditto is highly regarded by all as he excelled in his position as Councilman when being appointed to the Council seat due to a vacancy; and

WHEREAS, due to the stewardship and dedication shown by Rick Menditto through his time on the Borough Council as well as his stellar five year service on Interlaken Planning Board; his decisions and hard work maintain the high governmental standards of Borough of Interlaken for the greater good of the community; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and the Borough Council of the Borough of Interlaken hereby commends Rick Menditto for his dedication and commitment to the

Borough Council and his outstanding service as a long-time member of the Interlaken Planning Board. He is deserving of much regard and appreciation for his dedicated service.

4. APPROVAL OF MINUTES: NOVEMBER 7, 2018- WORKSHOP & REGULAR

With no further comments from the Governing Body, Councilman Butler made a motion to approve, seconded by Council President White and unanimously carried.

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

5. RESOLUTION 2018-84: AUTHORIZING THE EXECUTION OF SHARED SERVICE AGREEMENT WITH THE BOROUGH OF ALLENHURST- FIRE & FIRST AID

AUTHORIZING THE EXECUTION OF A TEN- YEAR SHARED SERVICE AGREEMENT WITH THE BOROUGH OF ALLENHURST FOR FIRE & FIRST AID SERVICES

WHEREAS, the Borough of Interlaken and the Borough of Allenhurst have negotiated the renewal of a ten-year shared services agreement for Fire & First Aid with the Borough of Allenhurst providing the services to Interlaken; and

WHEREAS, this Agreement will commence on January 1, 2019 at 12:01 a.m. and continue through December 31, 2028 at 12 midnight; and

NOW, THEREFORE, be it resolved as follows:

1. The Borough of Interlaken agrees to renew the attached shared service agreement with the Borough of Allenhurst for Fire and First Aid Services for a ten-year term commencing on January 1, 2019.
2. The Mayor and Municipal Clerk shall be and hereby are authorized to execute said agreement.

BE IT FURTHER RESOLVED that a certified copy of this resolution be delivered to:

- 1) Donna Campagna, Clerk/Administrator, Borough of Allenhurst
- 2) Stephen O. Gallagher, CFO, Borough of Interlaken

With no comments from Governing Body, Councilman Franks made a motion to authorize contract, seconded by Councilwoman Horowitz and unanimously carried.

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

6. RESOLUTION 2018-85: TRANSFER RESOLUTION

**BOROUGH OF INTERLAKEN
COUNTY OF MONMOUTH
TRANSFER RESOLUTION R2018-85**

WHEREAS, there appears to be insufficient funds in the following accounts (excepting the appropriation for Contingent Expenses or Deferred Charges) to meet the demands thereon for the balance of the Current Year for 2018 Budget Appropriations, viz:

Appropriation	Amount
Current Fund Appropriations	
SW Finance Office	1.00
SW Construction Code	500.00
OE Water	1,300.00
OE Natural Gas	800.00
OE Dumping Fees	5,000.00
Total Current Insufficiencies	\$7,601.00

WHEREAS, there appears to be a surplus in the following accounts (excepting the appropriation for Contingent Expenses, Down Payments or Capital Improvement Fund) over and above the demand deemed to be necessary for the balance of the Current Year for 2018 Budget Appropriations, viz:

Appropriation	Amount
Current Fund Appropriations	
OE Legal Services	3,300.00
OE Engineering Services	1,301.00
OE Buildings & Grounds	3,000.00
Total Current Fund Appropriations	\$7,601.00

NOW, THEREFORE, BE IT RESOLVED, (not less than two-thirds of the full membership thereof affirmatively concurring) that in accordance with the provision of N.J.S.A. 40A:4-59, part of the surplus in the account heretofore mentioned by and the same hereby transferred to the accounts (excepting the appropriation for Contingent Expenses or Deferred Charges) mentioned as being insufficient, to meet the current demands, and

BE IT FURTHER RESOLVED that the Chief Financial Officer be and is hereby authorized and directed to make the transfers:

TO		FROM	
Account	Amount	Account	Amount
Current Fund Appropriations			
SW Finance Office	1.00	OE Legal Services	3,300.00
SW Construction Code	500.00	OE Engineering Services	1,301.00
OE Water	1,300.00	OE Buildings & Grounds	3,000.00
OE Natural Gas	800.00		
OE Dumping Fees	5,000.00		
Total	7,601.00		7,601.00

BE IT FURTHER RESOLVED, that two certified copies of this resolution are to be filed with the Director of the Division of Local Government Services and that a copy of the within resolution be forwarded to the following:

1. Chief Financial Officer
2. Borough Auditor

With no comments from the Governing Body, Council President White made a motion to approve, seconded by Councilman Menditto and unanimously carried.

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

7. RESOLUTION 2018-86: CANCEL OLD OUTSTANDING CHECKS AND RECONCILING ITEMS

**BOROUGH OF INTERLAKEN
COUNTY OF MONMOUTH
CANCEL OLD OUTSTANDING CHECKS AND RECONCILING ITEMS
RESOLUTION R2018-86**

WHEREAS, Certain checks and reconciling items have been identified in the Current Fund Bank Account, Payroll Agency and General Capital Bank Accounts by the Chief Financial Officer as outstanding prior to 2018 and;

WHEREAS, It is a normal financial practice to review the bank accounts for old outstanding items for cancellation with the balances to be returned to the Current Fund Balance or the fund of origination, and;

WHEREAS, It is necessary to formally cancel said checks and other reconciling items so that the unnecessary balances may be returned to Surplus Balance in the Current Fund or to the fund of origination;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Interlaken, County of Monmouth, State of New Jersey that the following old outstanding checks, miscellaneous reconciling items and surplus balances be canceled:

Check Date	Check #	Amount	Purchase Order	Vendor
1/20/2016	16305	50.00	PO:16-00028	PWANJ
2/17/2016	16347	183.00	PO:16-00065	NJ Law Journal
2/17/2016	16349	122.37	PO:16-00074	Pitney Bowes
4/20/2016	16434	50.00	PO:16-00202	Committee Advancement Arborculture
6/22/2016	16535	234.96	PO:16-00310	Pitney Bowes
2/15/2017	16877	54.00	PO:17-00040	Viking
2/15/2017	16878	75.00	PO:17-00052	Wage Works
6/21/2017	17046	63.53	PO:17-00256	Jennifer Wentz
7/19/2017	17047	1,591.91	PO:17-00269	All American Turf
8/16/2017	17105	603.75	PO:17-00352	Seacoast Chevrolet
8/16/2017	17110	2,160.21	PO:17-00321	Groff Tractor
9/20/2017	17133	16.35	PO:17-00409	Grainger
9/20/2017	17149	108.55	PO:17-00394	Verizon Wireless
11/8/2017	17209	279.35	PO:17-00468	Trans Bearing CO
3/28/2018	17468	111.00	PO:18-00116	Pitney Bowes
3/28/2018	17474	19.51	PO:18-00099	Trans Bearing Co

Totals		5,723.49		
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BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be provided by the Borough Clerk to each of the following:

1. Chief Financial Officer/Tax Collector
2. Borough Auditor

With no comments from the Governing Body, Council President White made a motion to approve, seconded by Councilman Menditto and unanimously carried.

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

8. RESOLUTION 2018-87: AUTHORIZING CHANGE ORDER #1 AND PAYMENT CERTIFICATE #1 FOR IMPROVEMENTS TO RAYMERE AVENUE/DPW YARD PROJECT

RESOLUTION AUTHORIZING CHANGE ORDER #1 AND PAYMENT CERTIFICATE #1 FOR IMPROVEMENTS TO RAYMERE AVENUE

WHEREAS, the Borough previously entered into a contract with Fernandes Construction, Inc. for the project Improvements to Raymere Avenue; and

WHEREAS, Fernandes Construction, Inc. submitted Change Order No. 1 which increases the overall contract by \$21,695.28 due to the final quantities for the work completed to date; and

WHEREAS, the following changes have been submitted and approved by Borough Engineer, Leon S. Avakian, Inc.:

Original Contract Amount:	\$238,000.00
Amount of Supplemental Agreement:	\$21,695.28
Total Adjusted Contract Amount Due:	\$259,695.28

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council that Change Order No. 1 and Payment Certificate No. 1 is hereby authorized; and

BE IT FURTHER RESOLVED that the Borough Administrator/Clerk is hereby authorized to execute the necessary documents for Change Order and Supplemental Agreement No. 1 and Payment Certificate No. 1

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

1. Peter Avakian, Borough Engineer
2. Fernandes Construction, Inc
3. Borough Administrator
4. Chief Financial Officer

With no further comments from the Governing Body, Councilman Franks made a motion to authorize change order, seconded by Councilman Menditto and unanimously carried.

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

9. RESOLUTION 2018-88: AUTHORIZING TAX REFUND

AUTHORIZING REFUND OF TAX PAYMENT TO THE ESTATE OF LLOYD A. MCBRIDE

WHEREAS, the Borough of Interlaken Tax Collector determined an overpayment on Block 16, Lot 13 has been made and recommends the authorization of a refund; and

WHEREAS, according to the tax roll, the overpayment on Block 16, Lot 13 was paid by The Estate of Lloyd A. McBride via direct debit as well as the current owner of the property; and

WHEREAS, the tax collector has determined that the direct debit payment was never cancelled and not owed by the Estate of Lloyd A. McBride; and

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Interlaken, County of Monmouth that it does hereby authorize the Tax Collector/Chief Financial Officer to refund said tax overpayment to the Estate of Lloyd McBride in the amount of \$1818.91.

BE IT FURTHER RESOLVED, that the check be made payable to the Estate of Lloyd McBride and mailed to the Attorney for the Estate, Hunt Parry, Esq. PO Box 132, Ocean Grove, NJ 07756.

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

1. Stephen Gallagher, Chief Financial Officer/Tax Collector
2. Estate of Lloyd McBride

With no comments from the Governing Body, Councilman Franks made a motion to authorize refund, seconded by Councilwoman Horowitz and unanimously carried.

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

10. RESOLUTION 2018-89: REFUND FOR LUMINARIA PURCHASE- MR. FULLEN AUTHORIZING A REFUND

WHEREAS, Mr. Michael Fullen, of 411 Bendermere Avenue, purchased 20 luminaria bags for display for the Borough Tree Lighting and Recreation event; and

WHEREAS, Mr. Fullen was unable to pick-up his luminaria during the designated weekend as he was out of town; and

WHEREAS, Mr. Fullen could not display the luminaria as there were no supplies left when he returned after the weekend; and

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Interlaken hereby authorize a refund of \$20.00 to Mr. Michael Fullen, 411 Bendermere Avenue.

BE IT FURTHER RESOLVED that a certified copy of this resolution be provided to the following:

1. Stephen O. Gallagher, CFO
2. Michael Fullen, 411 Bendermere Avenue

With no comments from the Governing Body, Councilman Franks made a motion to approve, seconded by Councilwoman Horowitz and unanimously carried.

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

11. RESOLUTION 2018-90: PAYMENT OF BILLS

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

DATE SPAN	TOTAL
10/02/18-12/17/18	\$679,517.91

Resolution 2018-90:

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 December 19, 2018 is in the amount of Six Hundred Seventy Nine Thousand, Five Hundred Seventeen Dollars and Ninety-One 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 comments from the Governing Body, Council President White made a motion to approve, seconded by Councilman Butler and unanimously carried.

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

12. REPORTS/CORRESPONDENCE:

- **Administration/Finance:** No Report
- **Public Safety:** No Report
- **Streets & Roads:** Borough Clerk/Administrator Reibrich stated that the street signs will be installed in March. Delivery is expected the first week in March.

Council discussed installing water fountains in the park. One will be installed by the tennis courts and the preexisting one will be repaired.

Council discussed a program brought to the table by Councilman Watson, to honor veterans by installing banners to honor individual veterans on light poles throughout the Borough. Council discussed costs and location.

Mayor Nohilly stated that though the he and Borough supports the veteran’s and has beautiful ceremony that he is asked to speak at every year but, the idea of the banners seems too Main Street for a residential borough. The Borough has a veterans committee that organizes a ceremony each year at Borough Hall. He feels by supporting this campaign it could open the Borough up to having to support all other campaigns wanting banners.

Council President White agreed. Council President White has been involved with the town his business is in. Normally these types of campaigns are done by the businesses within a business district. Residents may not want banners hanging in front of their house.

Council discussed possibly putting up generic banners at Borough Hall and on Borough property to support Borough events such as Tree City USA, Memorial Day, Veteran’s Day and the upcoming centennial celebration in 2022. The flags can be switched out seasonally.

- **Shade Tree:** No Report
- **Planning Board:** Councilman Menditto stated that there was one application before the Board this month.
- **Board of Education:** Borough Clerk/Administrator Reibrich stated that the Board of Education provided a summary. There are 35 school aged children. The Board is accessing the minimum allowed by law. The Board is maintaining reserves by law and returning reserves according to law. It is expected to have a flat budget this year and the IEP is a variable on special needs. The contract has two years remaining.
- **Borough Administrator:** Borough Clerk/Administrator Reibrich stated Township of Ocean Sewerage Authority is beginning the pump house renovation on or about April 1st of next year. The project was started but then pulled back, due to bridge project.

Council discussed having TOSA come to a Council meeting to discuss the project. Borough Engineer/Planner Avakian stated that the project was initially presented to the Borough Planning Board to discuss aesthetics and landscaping.

Borough Clerk/Administrator Reibrich stated that the DPW truck would be finished soon.

Councilman Watson stated that the Recreation committee was discussing several events, including the Winter Social, ice skating, family bowling at Bradley Lanes, a corn hole tournament, camping in the park, a summer social in Asbury Park, a day at the Races in Monmouth Park, the Fall Festival and the Halloween Event with Allenhurst. The committee is looking into starting up the 5K event, but it may not be until next year.

Council discussed reviving the 5K event and the benefit of pay-as-you-go events.

Councilman Watson stated that the profit from the Luminary sales was about \$700.

Mayor Nohilly stated that the events will be taken one at a time.

13. **NEW BUSINESS:** None

14. **COMMENTS FROM THE PUBLIC:** Mayor Nohilly opened the floor for public comment. With no comments made, he closed the floor.

15. **ADJOURNMENT:** With no further comments, Councilman Franks made a motion to adjourn, seconded by Council President White and unanimously carried.

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

Lori Reibrich, RMC
Borough Clerk/Administrator