

**BOROUGH OF INTERLAKEN
MINUTES
JANUARY 6, 2014
6:00 P.M. AT BOROUGH HALL**

The meeting of the Borough of Interlaken was called to order at 6:06p.m., by Mayor Nohilly. It was followed by a salute to the flag and a moment of silence. The following statement was read by Borough Administrator Reibrich. “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 is posted on the Borough bulletin board and is on file in the Borough Clerk’s office.”

Present: Mayor Nohilly, Council President White, Council members, Cohen, Handerhan, Miller, Morley, Napoli

Also Present: Borough Administrator Reibrich and Borough Attorney Richard Shaklee

1. **SWEARING IN OF COUNCILMAN KEITH MILLER** – Borough Administrator Lori Reibrich administered the Oath of Office to Councilman Miller. Councilman Miller thanked everyone for their support and expressed appreciation for everyone who works for the Borough to keep it running smoothly.
2. **SWEARING IN OF COUNCILMAN JONATHAN COHEN** – Borough Administrator Lori Reibrich administered the Oath of Office to Councilman Cohen. Councilman Cohen thanked everyone for their support.
3. **SWEARING IN OF COUNCILMAN WILLAM HANDERHAN** – Borough Administrator Lori Reibrich administered the Oath of Office to Councilman Handerhan. Councilman Handerhan stated that this was his second term, though not consecutive. Councilman Handerhan stated that this is a great responsibility and great honor and is looking forward to a great three years.
4. **ROLL CALL BY BOROUGH CLERK** – All present.
5. **PUBLIC COMMENTS: FOR AGENDA SPECIFIC ITEMS ONLY – EXCLUSIVE OF ORDINANCES**

Mayor Nohilly opened the floor for public comment. No public comments were made. Mayor Nohilly closed the floor.

6. **APPROVAL OF MINUTES: DECEMBER 18, 2013- WORKSHOP & REGULAR**

Council voted to approve the minutes.

	Mayor Nohilly	Councilman Miller	Councilman White	Councilman Morley	Councilman Napoli	Councilman Cohen	Councilman Handerhan
Motion to Approve					X		
Motion to Second							X
Approved		X	X	X	X	X	X
Opposed							
Abstain/Recuse							
Absent/Excused							

7. **RESOLUTION 2014-1: APPOINTMENT OF 2014 COUNCIL PRESIDENT**

Mayor Nohilly opened the floor for nominations for Council President.

Councilman Napoli nominated Councilman Morley. Councilman Handerhan seconded the motion.

Councilman Cohen nominated Councilman Miller. Councilman White seconded the motion.

Councilman Napoli questioned the statutes regarding absences of the Mayor and Council President stating that Councilman Miller lives in Florida part of the year. Councilman Miller questioned whether the duties of the Council President be assumed by Councilman Miller while physically out of state.

Councilman Cohen asked that anyone who will be citing/discussing specific statues during the Borough meeting should provide Council members an advance copy of the statute, so that it can be reviewed.

Councilman Napoli requested clarification on this issue from Borough Attorney Shaklee.

Borough Attorney Shaklee stated that the two primary functions of Council President is to: (1) Preside of the Council Meeting when the Mayor is absent, and (2) Assume the role of acting Mayor when the Mayor is out of the Borough for three days.

Borough Attorney Shaklee stated that it was his opinion that the Council President must be present at the meeting to preside over the meeting. A virtual presence is not acceptable to fulfill this requirement. Borough Attorney Shaklee also stated that if the Mayor and the Council President are out of the Borough the responsibility will fall to the next most senior member of the Council.

Borough Administrator Reibrich took role call for the vote to elect Councilman Morley to be 2014 Council President:

Record of Vote	Mayor Nohilly	Council President White	Councilman Miller	Councilman Morley	Councilman Napoli	Councilman Cohen	Councilman Handerhan
Motion to Approve				X			
Motion to Second							X
Approved			X	X	X	X	X
Opposed		X					
Not Voting/Recuse							
Absent/Excused							

Councilman Cohen was not clear what the vote was for while the roll call was taken and made motion to reconsider the motion. Councilman Handerhan seconded the motion.

Record of Vote	Mayor Nohilly	Council President White	Councilman Miller	Councilman Morley	Councilman Napoli	Councilman Cohen	Councilman Handerhan
Motion to Approve						X	
Motion to Second							X
Approved			X	X		X	X
Opposed		X			X		
Not Voting/Recuse							
Absent/Excused							

Borough Administrator Reibrich took roll call for the vote for Councilman Morley for 2014 Council President.

Record of Vote	Mayor Nohilly	Council President White	Councilman Miller	Councilman Morley	Councilman Napoli	Councilman Cohen	Councilman Handerhan
Motion to Approve				X			
Motion to Second							X
Approved				X	X		X
Opposed		X	X			X	
Not Voting/Recuse							
Absent/Excused							

Borough Administrator Reibrich took roll call for the vote for Councilman Miller for 2014 Council President.

Record of Vote	Mayor Nohilly	Council President White	Councilman Miller	Councilman Morley	Councilman Napoli	Councilman Cohen	Councilman Handerhan
Motion to Approve						X	
Motion to Second		X					
Approved		X	X			X	
Opposed				X	X		X
Not Voting/Recuse							
Absent/Excused							

Borough Attorney Shaklee stated that if there are no additional nominations and the Council President is not chosen at this meeting, the Mayor then appoints a Council President from among the Council members.

Councilman Morely motioned the floor to open nominations. Councilman Napoli seconded the motion.

Councilman Morley nominated Councilman Napoli.

Councilman Miller nominated Councilman White.

Councilman Napoli seconded both nominations.

Borough Administrator Reibrich took roll call for the vote for Councilman Napoli for 2014 Council President.

Record of Vote	Mayor Nohilly	Council President White	Councilman Miller	Councilman Morley	Councilman Napoli	Councilman Cohen	Councilman Handerhan
Motion to Approve				X			
Motion to Second					X		
Approved				X	X		X
Opposed		X	X			X	
Not Voting/Recuse							
Absent/Excused							

Borough Administrator Reibrich took roll call for the vote for Councilman White for 2014 Council President.

Record of Vote	Mayor Nohilly	Council President White	Councilman Miller	Councilman Morley	Councilman Napoli	Councilman Cohen	Councilman Handerhan
Motion to Approve			X				
Motion to Second					X		
Approved		X	X	X	X	X	
Opposed							X
Not Voting/Recuse							
Absent/Excused							

Council congratulated Councilman White.

Councilman Miller made motion that Council unanimously elect Councilman White to the position of Council President to show solidarity.

Record of Vote	Mayor Nohilly	Council President White	Councilman Miller	Councilman Morley	Councilman Napoli	Councilman Cohen	Councilman Handerhan
Motion to Approve			X				
Motion to Second		X					
Approved		X	X	X	X	X	X
Opposed							
Not Voting/Recuse							
Absent/Excused							

RESOLUTION 2014-1: APPOINTMENT OF 2014 COUNCIL PRESIDENT

APPOINTMENT OF COUNCIL PRESIDENT

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby appoints Robert White as Council President for 2014.

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

1. Lori Reibrich, Borough Administrator
2. Robert White, Council President

Record of Vote	Mayor Nohilly	Council President White	Councilman Miller	Councilman Morley	Councilman Napoli	Councilman Cohen	Councilman Handerhan
Motion to Approve			X				
Motion to Second						X	
Approved		X	X	X	X	X	X
Opposed							
Not Voting/Recuse							
Absent/Excused							

8. CONSENT AGENDA ITEMS: RESOLUTION APPROVALS

Councilman Napoli asked that there be a motion to approve almost all of the resolutions as a motion of consent, with the exception of Resolution number 2014-5. This was seconded by Councilman Handerhan and unanimously carried.

Mayor Nohilly indicated there were no issues in voting by a motion of consent. The resolution of exception was removed for the consent motion.

Record of Vote	Mayor Nohilly	Council President White	Councilman Miller	Councilman Morley	Councilman Napoli	Councilman Cohen	Councilman Handerhan
Motion to Approve					X		
Motion to Second							X
Approved		X	X	X	X	X	X
Opposed							
Not Voting/Recuse							
Absent/Excused							

Consent Agenda Items:

APPROVAL OF COUNCIL ASSIGNMENTS

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby confirms the following council assignments for 2014:

COMMITTEE	LIAISON
ADMINISTRATION, FINANCE AND RECREATION	Councilman Robert White – Chair
	Councilman Jonathan Cohen
	Councilman William Handerhan

COMMITTEE	LIAISON
PUBLIC SAFETY, COURT & CONSTRUCTION INSPECTION	Councilman Robert Napoli – Chair
	Councilman Thomas Morley
	Councilman Keith Miller

COMMITTEE	LIAISON
STREETS, ROADS & SEWERS	Councilman Keith Miller – Chair
	Councilman Jonathan Cohen
	Councilman Robert Napoli

DEPARTMENT	COUNCIL LIAISON
BOARD OF EDUCATION	Councilman Thomas Morley

DEPARTMENT	COUNCIL LIAISON
SHADE TREE COMMISSION	Councilman Robert White

DEPARTMENT	COUNCIL LIAISON
PLANNING BOARD	Councilman Keith Miller

DEPARTMENT	LIAISON
DEAL POLICE LIAISON	Councilman Robert Napoli

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

1. Lori Reibrich, Borough Administrator

RESOLUTION 2014-3: APPROVAL OF BOROUGH COUNCIL MEETING SCHEDULE FOR 2014

APPROVAL OF BOROUGH COUNCIL MEETING SCHEDULE FOR 2014

WHEREAS, in compliance with the provisions of the Open Public Meetings Act, the Borough Council of the Borough of Interlaken are required to provide annual notice to the public by adopting, posting and distributing a schedule of its regular meetings for the coming year; and

WHEREAS, Borough Council meetings are typically held on the first and third Wednesday of each month, unless otherwise advertised or listed in the annual notice, at Borough Hall, 100 Grasmere Avenue, Interlaken, New Jersey; and

WHEREAS, the workshop portion of the meeting will begin at 7:00 p.m., with the regular meeting immediately following the conclusion of the workshop portion, however, in no event will the regular meeting start earlier than 7:30 p.m. No workshop meeting will be held at Reorganization.

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby approves the following schedule of meetings for 2014:

MONTH	DATE
JANUARY**	REORGANIZATION – 1/7/2014, 6:00 P.M.
	1/15/2014
FEBRUARY	2/5/2014
	2/19/2014
MARCH	3/5/2014
	3/19/2014
APRIL	4/2/2014
	4/16/2014
MAY	5/7/2014
	5/21/2014
JUNE	6/4/2014
	6/18/2014
JULY *	7/16/2014
AUGUST	8/6/2014
	8/20/2014
SEPTEMBER *	9/17/2014
OCTOBER	10/1/2014
	10/15/2014
NOVEMBER	11/5/2014
	11/19/2014
DECEMBER	12/3/2014
	12/17/2014
2015 REORGANIZATION = WEDNESDAY, JANUARY 7, 2015 7:00 p.m. with no workshop	

**Only one (1) meeting scheduled for the month due to holiday.*

*** NJ State Statute allows the annual reorganization to commence within the first seven days of the calendar year.*

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

1. Lori Reibrich, Borough Administrator
2. Official Newspapers (Annual Notice)

RESOLUTION 2014-4: APPROVAL OF THE BOROUGH OF INTERLAKEN HOLIDAY SCHEDULE FOR 2014

APPROVAL OF THE BOROUGH OF INTERLAKEN HOLIDAY SCHEDULE FOR 2014

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that the Borough will hereby observe the following holiday schedule pursuant to the local collective bargaining unit agreement and employee handbook:

HOLIDAY	DATES CLOSED
Tuesday, January 1, 2014	New Year's Day
Monday, January 20, 2014	Martin Luther King Day
Monday, February 17, 2014	President's Day
Friday, April 18, 2014	Good Friday
Monday, May 26, 2014	Memorial Day
Friday, July 4, 201	Independence Day
Monday, September 1, 2014	Labor Day
Monday, October 13, 2014	Columbus Day
Tuesday, November 11, 2014	Veteran's Day
Thursday & Friday, November 27 & 28, 2014	Thanksgiving
Thursday, December 25, 2014	Christmas
Wednesday, January 1, 2015	New Year's Day

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

1. All Borough Employees
2. Chief Financial Officer
3. Borough Administrator

RESOLUTION 2014-6: APPROVING APPOINTMENT OF MUNICIPAL COURT JUDGE GEORGE CIERI – THREE (3) YEAR TERM

APPROVING REAPPOINTMENT OF THE HONORABLE MUNICIPAL JUDGE GEORGE CIERI AS MUNICIPAL COURT JUDGE – THREE (3) YEAR TERM

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby reappoints George Cieri as the Municipal Judge for a term effective January 1, 2014, through December 31, 2016, and

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

1. Honorable George Cieri, Judge
2. Patricia Weaver, Court Administrator
3. Lori Reibrich, Borough Administrator

RESOLUTION 2014-7: APPROVING APPOINTMENT OF ALTERNATE PROSECUTOR, DAVID J. LEONE, ESQUIRE – ONE (1) YEAR TERM

APPROVING APPOINTMENT OF ALTERNATE PROSECUTOR

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby reappoints David J. Leone, Esq. of Carton Law Firm, LLC, as the Alternate Prosecutor for a one (1) year term to expire December 31, 2014; and

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

1. Honorable George Cieri, Judge
2. James D. Carton, Esq., Borough Prosecutor
3. Patricia Weaver, Court Administrator
4. Lori Reibrich, Borough Administrator

RESOLUTION 2014-8: APPROVING APPOINTMENT OF ALTERNATE PUBLIC DEFENDERS, CHARLES SHAW, ESQ. AND DAVID A. GARDNER, ESQ. – ONE (1) YEAR TERM

APPROVING APPOINTMENT OF ALTERNATE PUBLIC DEFENDERS

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby reappoints the following as Alternate Public Defenders for a one (1) year term to expire December 31, 2014; and

1. Charles Shaw, Esq.
2. David A. Gardner, Esq. (fluent in Spanish)

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

1. Honorable George Cieri, Judge
2. James D. Carton, IV, Esq., Borough Prosecutor
3. John Doran, Esq., Public Defender
4. Patricia Weaver, Court Administrator
5. Lori Reibrich, Borough Administrator

RESOLUTION 2014-9: CONFIRMING APPOINTMENT OF LORI REIBRICH AS BOROUGH ADMINISTRATOR – ONE (1) YEAR TERM

CONFIRMING RE-APPOINTMENT OF LORI REIBRICH TO THE POSITION OF BOROUGH ADMINISTRATOR

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby appoints Lori Reibrich as Borough Administrator for a one (1) year term commencing January 1, 2014 through December 31, 2014; and

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

1. Lori Reibrich, Borough Administrator/Clerk
2. Stephen Gallagher, Chief Financial Officer

RESOLUTION 2014-10: APPROVING APPOINTMENT OF THE EMERGENCY MANAGEMENT DEPUTY COORDINATORS NORMAN COTTRELL AND DALE WONG – ONE (1) YEAR TERM

APPROVING APPOINTMENT OF EMERGENCY MANAGEMENT DEPUTY COORDINATORS – ONE YEAR TERM

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby reappoints the following Deputy Coordinators for the Office of Emergency Management for a one (1) year term to expire 12/31/2014;

1. Norman Cottrell
Public Works Foreman
2. Dale Wong
401 Buttermere Avenue

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

1. Monmouth County Office of Emergency Management
2. Chief Ronen Neuman, Coordinator, Office of Emergency Management
3. Deputy Coordinators, Office of Emergency Management
4. Lori Reibrich, Borough Administrator

RESOLUTION 2014-11: APPROVING APPOINTMENT OF NORMAN COTTRELL AS RECYCLING COORDINATOR – ONE (1) YEAR TERM

APPROVING APPOINTMENT OF NORMAN COTTRELL AS RECYCLING COORDINATOR – ONE YEAR TERM

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby reappoints Norman Cottrell as the Recycling Coordinator, effective January 1, 2014, through December 31, 2014; and

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

1. Fran Metzger, County Recycling Coordinator
2. Norman Cottrell, Recycling Coordinator
3. Lori Reibrich, Borough Administrator

RESOLUTION 2014-12: APPROVING APPOINTMENT OF SALVATORE MASSARO AS CODE ENFORCEMENT AND ZONING OFFICER

APPROVING APPOINTMENT OF SALVATORE MASSARO AS CODE ENFORCEMENT AND ZONING OFFICER

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby reappoints Salvatore Massaro as Code Enforcement and Zoning Officer for the Borough of Interlaken effective January 1, 2014 to December 31, 2014; and

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

1. Lori Reibrich, Borough Administrator
2. Salvatore Massaro, Code Enforcement/Zoning Officer

RESOLUTION 2014-13: APPROVING APPOINTMENT OF STEPHEN O. GALLAGHER AS CHIEF FINANCIAL OFFICER – FOUR (4) YEAR TERM

CONFIRMING APPOINTMENT OF STEPHEN GALLAGHER AS CHIEF FINANCIAL OFFICER

WHEREAS, pursuant to N.J.S.A. 40A:9-140.10, in every municipality there shall be a Chief Financial Officer appointed by the Governing Body of the municipality; and

WHEREAS, the term of office shall be four (4) years, which shall run from January 1 in the year in which the Chief Financial Officer is appointed; and

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby appoints Stephen Gallagher as Chief Financial Officer for the Borough of Interlaken with the term effective January 1, 2014, through December 31, 2017; and

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

1. Lori Reibrich, Borough Administrator
2. Stephen Gallagher, Chief Financial Officer
3. Robert Hulsart, Sr., Borough Auditor

RESOLUTION 2014-14: APPROVING APPOINTMENT OF STEPHEN O. GALLAGHER AS BOROUGH TREASURER – ONE (1) YEAR TERM

APPROVING APPOINTMENT OF STEPHEN O. GALLAGHER AS THE BOROUGH TREASURER – ONE YEAR TERM

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby confirms the appointment of Stephen O. Gallagher as Borough Treasurer, for a one year term from January 1, 2014 to December 31, 2014; and

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

1. Lori Reibrich, Borough Administrator/Clerk
2. Stephen Gallagher, CFO/Tax Collector

RESOLUTION 2014-15: APPROVING APPOINTMENT OF GINA KNESER AS DEPUTY BOROUGH CLERK – ONE (1) YEAR TERM

APPROVING APPOINTMENT OF GINA KNESER AS DEPUTY BOROUGH CLERK – ONE YEAR TERM

WHEREAS, the Borough Council established the position of Deputy Borough Clerk to serve in the absence of the Borough Clerk. The Deputy Borough Clerk shall exercise all of the powers of the Borough Clerk and assume all of the duties of the Borough Clerk in her absence until such time that the Borough Clerk shall resume such duties; and

WHEREAS, N.J.S.A. 40A:9-135 provides that the term of office of Deputy Borough Clerk shall be a one year (1) year term; and

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby appoints Gina Kneser as Deputy Borough Clerk for a one (1) year term effective January 1, 2014 to December 31, 2014; and

BE IT RESOLVED that the position of Deputy Borough Clerk be compensated in accordance with the current Salary Ordinance; and

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

1. Lori Reibrich, Borough Administrator/Clerk
2. Gina Kneser, Deputy Borough Clerk

RESOLUTION 2014-16: APPROVING APPOINTMENT OF BILL COY AS INDOOR AIR QUALITY CONTROL OFFICER – ONE (1) YEAR TERM

APPROVING APPOINTMENT OF BILL COY AS INDOOR AIR QUALITY CONTROL OFFICER

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby appoints Bill Coy as Indoor Air Quality Control Officer, effective January 1, 2014 through December 31, 2014; and

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

1. Bill Coy, Indoor Air Quality Control Officer
2. Cindy Lisa, Danskin Agency
3. J.A. Montgomery Risk Control
4. Lori Reibrich, Borough Administrator

RESOLUTION 2014-17: APPROVING APPOINTMENT OF LORI REIBRICH AS COMMUNITY DEVELOPMENT REPRESENTATIVE AND BILL COY AS THE ALTERNATE – ONE (1) YEAR TERM

APPROVING APPOINTMENTS OF LORI REIBRICH AS COMMUNITY DEVELOPMENT REPRESENTATIVE AND BILL COY AS THE ALTERNATE

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby reappoints Lori Reibrich as the Interlaken representative and Bill Coy as the alternate for the Community Development (CD) Representative with the County of Monmouth, effective January 1, 2014 through December 31, 2014; and

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

1. Lori Reibrich, Borough Administrator
2. Bill Coy, Finance Clerk/Administrative Assistant
3. Owen Redmond, Community Development Director, Monmouth County

RESOLUTION 2014-18: APPROVING APPOINTMENT OF PUBLIC AGENCY AFFIRMATIVE ACTION COMPLIANCE OFFICER, LORI REIBRICH – ONE (1) YEAR TERM

APPROVING APPOINTMENT OF PUBLIC AGENCY AFFIRMATIVE ACTION COMPLIANCE OFFICER – LORI REIBRICH

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby reappoints Lori Reibrich as Public Agency Compliance Officer, effective January 1, 2014 through December 31, 2014; and

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

1. Lori Reibrich, Borough Administrator
2. State of New Jersey Department of Treasury

RESOLUTION 2014-19: APPROVING APPOINTMENT OF INSURANCE FUND COMMISSIONER, LORI REIBRICH, AND GINA KNESER AS THE ALTERNATE – ONE (1) YEAR TERM

**CONFIRMING APPOINTMENT OF LORI REIBRICH
AS INSURANCE FUND COMMISSIONER AND
GINA KNESER AS THE ALTERNATE**

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby reappoints Lori Reibrich as the Fund Commissioner for the Monmouth County Joint Insurance Fund and appoints Gina Kneser as the alternate for 2014, with said terms expiring on December 31, 2014; and

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

1. Lori Reibrich, Borough Administrator
2. James Rogers, Chair, Monmouth County JIF
3. Cindy Lisa, Danskin Agency

RESOLUTION 2014-20: APPROVING APPOINTMENT OF BILL COY AS SAFETY COORDINATOR – ONE (1) YEAR TERM

**APPROVING APPOINTMENT OF BILL COY
AS SAFETY COORDINATOR**

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby reappoints William Coy as Safety Coordinator effective January 1, 2014 through December 31, 2014; and

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

1. Cindy Lisa, Danskin Agency
2. J.A. Montgomery Risk Control
3. Lori Reibrich, Borough Administrator

RESOLUTION 2014-21: APPROVING APPOINTMENT OF COUNCILMAN KEITH MILLER AS WEBMASTER FOR BOROUGH WEBSITE – ONE (1) YEAR TERM

**APPROVING APPOINTMENT OF WEBMASTER
FOR BOROUGH WEBSITE – COUNCILMAN KEITH MILLER**

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby reappoints Councilman Keith Miller as Webmaster for the Borough Website, effective January 1, 2014 through December 31, 2014; and

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

1. Lori Reirich, , Borough Administrator
2. Councilman Keith Miller, Webmaster

RESOLUTION 2014-22: APPROVING APPOINTMENT OF DONALD NISSIM AS THE DEAL LAKE COMMISSION REPRESENTATIVE FOR INTERLAKEN – ONE (1) YEAR TERM

APPROVING APPOINTMENT OF DEAL LAKE COMMISSION REPRESENTATIVE FOR 2014

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby reappoints Donald Nissim as the Deal Lake Commission Representative, effective January 1, 2014 through December 31, 2014; and

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

1. Donald Nissim, 210 Windermere Drive
2. Deal Lake Commission
3. Lori Reibrich, Borough Administrator

RESOLUTION 2014-23: APPROVING APPOINTMENT OF TONIA MCCUDDEN AS CLEAN COMMUNITIES COORDINATOR FOR 2014

APPROVING APPOINTMENT OF TONIA McCUDDEN AS CLEAN COMMUNITIES COORDINATOR FOR 2014

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby reappoints Tonia McCudden as Clean Communities Coordinator, effective January 1, 2014 through December 31, 2014; and

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

1. Tonia McCudden, 616 Windermere Avenue
2. Lori Reibrich, Borough Administrator

RESOLUTION 2014-24: APPROVING APPOINTMENT OF PLANNING BOARD MEMBERS AND PLANNING BOARD SECRETARY

APPROVING APPOINTMENTS TO THE PLANNING BOARD

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that pursuant to Chapter 25 of the Code of the Borough of Interlaken that the following appointments are hereby confirmed to the Planning Board:

Name	Class	Term	Expiration
Gina Kneser Borough Employee	Secretary	1 year	12/31/14
Marguerite Dalton 419 Grasmere Ave	Class IV	4 years	12/31/17
Keith Miller Council Liaison	Class III	1 year	12/31/14
Kathy Umfrid 519 Windermere Ave	Class IV	4 years	12/31/17
Thomas Papp 37 Rona St	Class IV	4 years	12/31/17
Rick Mendito 504 Windermere Ave	Alternate II	2 years	12/31/15

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

1. All members so appointed
2. Gina Kneser, Planning Board Secretary
3. Sanford Brown, Esq., Planning Board Attorney

RESOLUTION 2014-25: APPROVING APPOINTMENT OF DOUGLAS WEAVER TO THE SHADE TREE COMMISSION – FIVE (5) YEAR TERM

APPROVING APPOINTMENT OF DOUGLAS WEAVER TO THE SHADE TREE COMMISSION – FIVE YEAR TERM

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby appoints Jodi Heinz to the Shade Tree Commission, for a term of five (5) years, effective January 1, 2014 through December 31, 2018; and

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

1. Douglas Weaver, Raymere Avenue
2. Interlaken Shade Tree Commission
3. Lori Reibrich, Borough Administrator

RESOLUTION 2014-26: APPROVING APPOINTMENT OF BOB WAITT AS BOROUGH HISTORIAN – ONE (1) YEAR TERM

APPROVING APPOINTMENT OF BOROUGH HISTORIAN

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby reappoints Robert Waitt as the Borough Historian, effective January 1, 2014 through December 31, 2014; and

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

1. Robert Waitt, 410 Bendermere Avenue
2. Lori Reibrich, Borough Administrator

RESOLUTION 2014-27: APPROVING BOROUGH OF INTERLAKEN'S CASH MANAGEMENT PLAN

**APPROVING THE BOROUGH OF INTERLAKEN'S
CASH MANAGEMENT PLAN**

WHEREAS, NJSA 40A:5-14 mandates that the Governing Body shall, by Resolution passed by a majority of the membership thereof, approve a Cash Management Plan;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Interlaken as follows:

1. The attached updated Cash Management Plan will guide the investment of idle cash of the Borough of Interlaken
2. The attached updated Cash Management Plan includes a Policy Statement to guide its implementation
3. The Chief Financial Officer will administer the Plan
4. The Plan is subject to annual audit

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

1. Borough Chief Financial Officer
2. Borough Auditor
3. All depositories named in Section IV of the attached updated Cash Management Plan
4. All dealers and brokerage firms in Section V of the attached Cash Management Plan

RESOLUTION 2014-28: AUTHORIZING ADOPTION OF THE 2014 TEMPORARY BUDGET

RESOLUTION ADOPTING 2014 TEMPORARY BUDGET

WHEREAS, in the normal operation of the Borough of Interlaken it is necessary for the making of contracts, commitments and payments prior to the adoption of the regular budget, and

WHEREAS, N.J.S.A. 40A:4-19 of the State of New Jersey provides the Governing Body of any municipality may make temporary appropriations to provide for any contracts, commitments or payments to be made between the beginning of the budget year and adoption of the final budget, and

WHEREAS, the total amount of the appropriations attached hereto and made a part thereof in the amount of \$542,159.00 does not exceed twenty-six and one-quarter (26.25) percent of the Local Budget Appropriations of the Borough of Interlaken for the year 2013, exclusive of any 2013 appropriations made for Debt Service and Capital Improvement Fund, and exclusive of 2014 Debt Service Appropriations.

NOW, THEREFORE IT RESOLVED by the Borough Council of the Borough of Interlaken, County of Monmouth, that the attached Temporary Budget for the year 2014 be adopted.

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

1. Stephen Gallagher, CFO
2. Lori Reibrich, Borough Administrator
3. Robert Hulsart, Borough Auditor

RESOLUTION 2014-29: AUTHORIZING ESTABLISHMENT OF FEES, PENALTIES, AND INTEREST RATES FOR 2014

ESTABLISHING FEES, PENALTIES AND INTEREST FOR 2014

BE IT RESOLVED that upon the recommendations of the Borough Tax Collector:

1. Taxes shall be collected quarterly on February 1, May 1, August 1 and November 1, 2013.
2. There shall be a ten (10) day grace period on the quarterly taxes, after which unpaid taxes will be charged interest back to the due date.
3. Interest shall be charged and calculated at the rate of eight (8) % per annum on the first \$1,500.00 of the delinquency, and eighteen (18) % per annum on any amount in excess of \$1,500.00 to be calculated from the date the tax as payable until the date the actual payment is received.
4. There shall be a six (6) % penalty for a delinquency over \$10,000.00 if not paid prior to the end of the calendar year. Delinquency is defined to mean the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters.
5. Redemption fee for Tax Sale Certificates as follows:
Two (2) % on certificates \$200.00 to \$4,999.99.
Four (4) % on certificates \$5,000.00 to \$9,999.99.
Six (6) % on certificates over \$10,000.00.
6. A service charge of \$20.00 will be charged for each returned check, used to make any payment to the Borough of Interlaken, for insufficient funds.
7. A fee of \$5.00 will be charged for the first duplicate copy of the tax bill requested by a mortgage servicing organization and a fee of \$25.00 will be charged to each subsequent duplicate copy of the same bill in the same tax year.
8. All tax sale certificate redemption amounts shall be obtained from the Tax Collector. In addition, a \$25.00 fee will be charged for each additional request for a redemption calculation.
9. A fee of \$100.00 will be charged for the issuance of a Duplicate Tax Sale Certificate.

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

1. Stephen Gallagher, Chief Financial Officer
2. Robert Hulsart, Borough Auditor

RESOLUTION 2014-30: AUTHORIZING THE TAX COLLECTOR TO CONDUCT A TAX LIEN SALE IN 2014

**AUTHORIZING THE TAX COLLECTOR TO CONDUCT
A TAX LIEN SALE IN 2014**

WHEREAS, there remains on the records and books of the Borough of Interlaken, delinquent taxes owing as of December 31, 2013; and

WHEREAS, the statutes of the State of New Jersey, expressly N.J.S.A. 54:5 et. seq. provide for the enforcement and collection of such delinquencies through a tax lien sale; and

WHEREAS, The Tax Collector is empowered by statute to conduct and preside over the sale of liens;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Interlaken, County of Monmouth, State of New Jersey, that the Tax Collector is authorized to conduct a tax lien sale for 2013 delinquent taxes on or before December 31, 2014.

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

1. Stephen O. Gallagher, CFO/Tax Collector

RESOLUTION 2014-31: AUTHORIZING THE CHIEF FINANCIAL OFFICER TO PAY CERTAIN VOUCHERS WHEN REQUIRED

AUTHORIZING THE CHIEF FINANCIAL OFFICER TO PAY CERTAIN VOUCHERS WHEN REQUIRED

WHEREAS, the Borough of Interlaken has budgeted funds for 2014 for payment of utilities, payroll, debt service, governmental fees, and insurance, and for the printing and mailing costs of the Borough; and

WHEREAS, the payment of these items frequently arrives out of time for placement on the next available bill list, and in several months of the year the governing body does not meet for a period of one month, thereby inadvertently placing these bills and mailings in arrears because of the schedule of meetings; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Interlaken that the Chief Financial Officer be and is hereby authorized to make pre-payment of the following fixed items prior to the same appearing on the meeting bill lists, such funds to be taken from the pre-budgeted amount for each such expenses for 2014;

1. Utilities (electric, gas, water, sewer, cable and telephone)
2. Payroll
3. Debt services as evidenced by pre-existing bonds and notes
4. Health, dental and other insurance premiums
5. Federal, state, county fees and taxes
6. Postage for tax bills, newsletters, and other Borough mailings

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

1. Stephen Gallagher, CFO
2. Lori Reibrich, Borough Administrator

RESOLUTION 2014-32: DESIGNATION OF THE OFFICIAL BOROUGH NEWSPAPERS – THE COASTER AND THE ASBURY PARK PRESS

**DESIGNATION OF OFFICIAL BOROUGH NEWSPAPERS:
THE COASTER AND THE ASBURY PARK PRESS**

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby designates the Asbury Park Press and The Coaster as the official Borough Newspapers.

RESOLUTION 2014-33: APPROVING USE OF ROBERT'S RULES OF ORDER FOR BOROUGH COUNCIL MEETINGS

APPROVING USE OF ROBERT'S RULES OF ORDER

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby approves the use of Robert's Rules of Order for the conducting of Borough Council meetings in 2014.

RESOLUTION 2014-34: AUTHORIZING THE MAYOR AND BOROUGH CLERK TO EXECUTE AN AGREEMENT WITH USDA/APHIS WILDLIFE SERVICES NOT TO EXCEED \$2,608.00 FOR CANADA GOOSE MANAGEMENT IN 2014

**AUTHORIZING EXECUTION OF AN AGREEMENT FOR
CANADIAN GOOSE MANAGEMENT PROGRAM**

WHEREAS, Canadian goose presence on the Borough of Interlaken properties result in accumulation of feces, grazing of lawns, aggressive behavior of geese during nesting season, creation of

traffic hazards on roadways, hazards to aviation and other problems that affect the quality of life for residents and employees in the surrounding Borough of Interlaken properties; and

WHEREAS, the Borough Council of the Borough of Interlaken are desirous of continuing a Canadian Goose Management Program with the United States Department of Agriculture, Animal and Plant Health Inspection Service (USDA/APHIS) Wildlife Service at a cost not to exceed \$2608.00 for 2014.

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40:11-1 et seq) requires that the resolution authorizing the award of contracts for Professional Services without competitive bidding must be publicly advertised; and

WHEREAS, funds have been made available in the Annual Budget of the Borough of Interlaken to support these services.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Interlaken that:

- 1) The attached agreement is hereby ratified and confirmed.
- 2) Said agreement was awarded without public bidding as “Professional Services” under the provisions of said Local Public Contracts Law.
- 3) The Mayor and Borough Administrator/Clerk are hereby authorized to execute the agreement.
- 4) A summary of this Resolution shall be published in the Coaster within 10 days of its passage.

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

1. Kimberly Gurlavich, Wildlife Biologist, USDA
2. Lori Reibrich, Borough Administrator
3. Stephen Gallagher, Chief Financial Officer

Record of Vote	Mayor Nohilly	Council President White	Councilman Miller	Councilman Morley	Councilman Napoli	Councilman Cohen	Councilman Handerhan
Motion to Approve			X				
Motion to Second		X					
Approved		X	X	X	X	X	X
Opposed							
Not Voting/Recuse							
Absent/Excused							

INDIVIDUAL ACTION ITEMS:

RESOLUTION 2014-5: AUTHORIZING AWARD OF 2014 CONTRACTS FOR PROFESSIONAL SERVICES UTILIZING THE “ALTERNATE FAIR AND OPEN” PROCESS PURSUANT TO N.J.S.A. 19:44A-20.5

AUTHORIZING AWARD OF CONTRACTS FOR PROFESSIONAL SERVICES PURSUANT TO N.J.S.A. 19:44A-20.5

WHEREAS, a need exists to contract for the below noted services for the Borough of Interlaken as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, for the purpose of imposing the strictest campaign spending limitations under the New Jersey State Pay-to-Play Law; and

WHEREAS, the Chief Financial Officer has certified that funds are available for these purposes as provided in the 2014 Municipal Budget and/or in various ordinances, trust or escrow accounts subject to adequate funds, which will be properly charged; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires that the Resolution authorizing the award of a contract for professional services without competitive bids, as well as the contract itself, must be available for public inspection; and

WHEREAS, said professionals have completed and submitted a Business Entity Disclosure Certification and C.271 Political Contribution Disclosure Form, which certifies that said professional has not made any reportable contributions to a political or candidate committee in the Borough of Interlaken in the previous one year, and that the contract will prohibit said professional from making any reportable contributions to a political or candidate committee in the Borough of Interlaken throughout the term of the contract; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Interlaken that the Mayor and Borough Clerk are hereby authorized and directed to execute contracts with the following professionals for a one (1) year term commencing January 1, 2014 through December 31, 2014:

- Mr. Peter Avakian, P.E.
Leon S. Avakian, Inc. Consulting Engineers
Borough Engineer / Planning Board Engineer
- Mr. Richard J. Shaklee, Esq.
McLaughlin, Stauffer, & Shaklee, P.C.
Borough Attorney
- Mr. Drew Stauffer, Esq.
McLaughlin, Stauffer & Shaklee, P.C.
Borough Bond Counsel
- Mr. Matthew Giacobbe, Esq.
Cleary, Giacobbe, Alfieri, Jacobs, LLC
Borough Labor Attorney
- Mr. Sanford D. Brown, Esq.
Law Office of Sanford D. Brown, LLC
Planning Board Attorney
- Robert A. Hulsart, CPA
Robert A. Hulsart and Company
Borough Auditor
- Mr. James D. Carton, IV, Esq.
Carton Law Firm, LLC
Borough Prosecutor
- Mr. John Doran, Esq.
215 Windermere Avenue, Interlaken, NJ
Public Defender
- Associated Humane Society
Animal Control Services
- Visiting Nurse Association of Central New Jersey
Public Health Services
- Ross Ellicott
Ellicott Network Consultants, LLC
Information Technology / Website Hosting Services

BE IT FURTHER RESOLVED that a notice of this action shall be printed in the legal newspaper of the Borough, as required by law, within ten (10) days of its passage; and

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

1. All professionals so named in this resolution
2. Stephen O. Gallager, Chief Financial Officer
3. Lori Reibrich, Borough Administrator

Councilman Napoli asked about the fee and retainer for the contract for Peter Avakian, Borough Engineer.

Business Administrator stated that the contract has no retainer. The cost of services is at an hourly rate.

Councilman Napoli asked about exclusivity regarding the contract and the ability to receive open bids for Borough Projects.

Borough Attorney Shaklee stated that any award to a professional is non-exclusive. A project can be broken out from the normal professional services.

Council passed the resolution unanimously.

Record of Vote	Mayor Nohilly	Council President White	Councilman Miller	Councilman Morley	Councilman Napoli	Councilman Cohen	Councilman Handerhan
Motion to Approve			X				
Motion to Second							X
Approved		X	X	X	X	X	
Opposed							X
Not Voting/Recuse							
Absent/Excused							

9. DISCUSSION: 2013 ROAD PROJECT REBID

Mayor Nohilly presented the report received by Borough Engineer Avakian regarding recommendations and time line for the rebid of the 2013 Road Project. Borough Engineer Avakian suggested to remove Staffa Street from the Bid Spec and make it an alternative project within the bid. This change would enable the Borough to get a bid for the entire project, but it would be received in two separate amounts. The rationale for the change was to still be able to do the majority of the project, even if the bid came back over the threshold. Staffa Street was chosen to be the alternate project based on the costs of each part of the project.

Council discussed which streets should be included in the rebid and which streets should be listed as alternate streets in the project.

The Streets and Roads Committee will consult with Borough Engineer Avakian to discuss the rebid and bring the issue back to Council at the next meeting.

Borough Engineer Avakian will be requested to attend the January 15th meeting.

10. REPORTS

- ADMINISTRATION/FINANCE- No report.
- PUBLIC SAFETY-No report. Councilman Napoli asked Council to review the police report submitted by Chief Neuman. Councilman Napoli stated that the Deal Police were doing a great job.
- STREETS & ROADS – No report.
- RECREATION ADVISORY COMMITTEE - Councilman Miller that he agreed with a suggestion by Councilman Cohen that the “Bark in the Park” dog event be a simple meet and greet with light refreshments. An event of this nature would be minimum expense and require minimal volunteers. The public response to the event could dictate the direction of the event in the future.
- SHADE TREE COMMISSION – No report.

- PLANNING BOARD – Borough Administrator Reibrich stated that the Planning Board reorganization meeting is January 21, 2014.
- BOARD OF EDUCATION- Councilman Morley stated that the next Board of Education Meeting is January 20, 2014.
- BOROUGH ADMINISTRATOR –No report.

11. COMMENTS FROM THE PUBLIC –

Mayor Nohilly opened the floor for public comment. No public comments were made. Mayor Nohilly closed the floor.

12. COMMENTS FROM COUNCIL – Councilman Napoli requested that there be a short meeting to discuss the meeting held with TOSA.

Council decided that there will be a short Executive Meeting on January 15, 2014.

13. ADJOURNMENT

Record of Vote	Mayor Nohilly	Council President White	Councilman Miller	Councilman Morley	Councilman Napoli	Councilman Cohen	Councilman Handerhan
Motion to Approve					X		
Motion to Second							X
Approved		X	X	X	X	X	X
Opposed							
Not Voting/Recuse							
Absent/Excused							

 Lori Reibrich
 Borough Administrator/Clerk
 Date Approved: _____