

**BOROUGH OF INTERLAKEN
MINUTES
JULY 18, 2018
7:30 P.M. AT BOROUGH HALL**

The regular meeting of the Borough of Interlaken was called to order at 8:20 p.m., by Mayor Nohilly. 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: Franks and Watson

Also Present: Borough Attorney Richard Shaklee, and Borough Clerk/Administrator Lori Reibrich

Absent: Councilman Gunn

Late Arrival: Councilwoman Horowitz and Councilman Butler

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

Mayor Nohilly opened the floor for public comment. With no public comment, Mayor Nohilly closed the floor.

2. APPROVAL OF MINUTES: JUNE 6, 2018 SPECIAL MEETING

With no Council comments, Councilman Butler 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	
Opposed							
Abstain/ Recuse							
Absent/ Excused				X			X

At this time, Councilwoman Horowitz and Councilman Butler joined the meeting remotely via cell phone.

3. RESOLUTIONS 2018-54: VACANCY ON BOROUGH COUNCIL DUE TO RESIGNATION OF JOHN GUNN PURSUANT TO N.J.S.A. 40A:16-11; UNEXPIRED TERM TO BE PLACED ON THE BALLOT FOR NOVEMBER 6, 2018 GENERAL ELECTION

WHEREAS, Councilman John Gunn resigned from his position on June 13, 2018 and;

WHEREAS, N.J.S.A. 40A:16-11 authorizes the existing Borough Council to select a replacement until such time as the next election is held for the unexpired term of the position; and;

WHEREAS, the Chairman of the Interlaken Republican Committee has submitted the names of suitable candidates for the position.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Interlaken, County of Monmouth and State of New Jersey that Ricardo Menditto be and is hereby appointed until such time as an election is held to fill the remaining unexpired term of the vacated position pursuant to N.J.S.A. 40A:16-11 and a successor is

duly

qualified.

BE IT FURTHER RESOLVED that certified copies of this Resolution be forwarded to the following:

1. Judith Ricci, Special Deputy Clerk of Elections
2. Lori Reibrich, Borough Administrator/ Clerk

Councilman Robert White made a motion to nominate Rick Menditto as the Councilmember to fill the vacancy, seconded by Councilwoman Horowitz and unanimously carried by roll call vote.

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

At this time, Councilwoman Horowitz and Councilman Butler left the meeting.

4. **RESOLUTIONS 2018-55: BID AUTHORIZATION RAYMERE AVE, DPW YARD AND STREET SIGN PROJECTS**

AUTHORIZING LEON S. AVAKIAN INC TO PERFORM SPECIFICATIONS, CONSTRUCTION ADMINISTRATION AND ADMINISTER BIDS FOR RAYMERE AVENUE, DPW YARD, STREET SIGN PROCUREMENT & INSTALLATION PROJECTS

BE IT RESOLVED that authorization by the Governing Body of the Borough of Interlaken is hereby grant for Leon S. Avakian, Inc. to perform specifications, plans, construction administration as well as to administer bids for:

- 1- Improvements to Raymere Avenue not to exceed \$17,500
- 2- Improvements to the Department of Public Works Yard not to exceed \$10,000
- 3- Procurement of Decorative Street Signs not to exceed \$9,000
- 4- Installation of Decorative Street Signs not to exceed \$4,000

BE IT FURTHER RESOLVED that copies of this Resolution shall be forwarded as follows:

1. Lori Reibrich, Municipal Clerk
2. Stephen Gallagher, Chief Financial Officer
3. Peter Avakian, Leon S. Avakian Inc.

Borough Clerk/Administrator Reibrich stated that she worked with Borough Engineer Avakian and David Howarth on the Street sign bid. The Bids will be opened on August 14, 2018 and awarded on August 15, 2018 as long as it is approved by legal. It will be moved forward as soon as possible

Borough Clerk/Administrator Reibrich stated that the Raymere Avenue project requires Department of Transportation approval of the submitted plan. It is projected for approval at the September 19, 2018 meeting and it would remain a fall project. It will be awarded to the lowest bidder.

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

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

5. **RESOLUTIONS 2018-56: APPROVAL OF CONTRACT RENEWAL WITH HORIZON HEALTHCARE DENTAL/ PUBLIC EMPLOYER TRUST THROUGH JUNE 30, 2020**

APPROVAL OF CONTRACT RENEWAL WITH HORIZON HEALTHCARE DENTAL/ PUBLIC EMPLOYER TRUST THROUGH JUNE 30, 2020

WHEREAS, the Borough of Interlaken holds an agreement with Horizon Healthcare Dental/Public Employer Trust for the purpose of providing dental benefits to the full-time employees of the Borough of Interlaken; and

WHEREAS, said agreement is scheduled to expire on July 1, 2016; and

WHEREAS, the Borough Council of the Borough of Interlaken desires to renew said contract through June 30, 2018;

NOW, THEREFORE, be it resolved as follows:

1. The Borough of Interlaken agrees to renew its contract with Horizon Healthcare Dental/Public Employer Trust for the purpose of providing dental benefits to the full-time employees of the Borough of Interlaken; and
2. The Borough of Interlaken agrees to the attached rate schedule for the next two years (July 1, 2018 – June 30, 2020).
3. The Borough Administrator is hereby authorized to execute the renewal of said agreement.

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

- 1) Ted Wardell, Senior Vice President, Brown & Brown Benefit Advisors
- 2) Lori Reibrich, Borough Administrator
- 3) Bill Coy, Finance/Personnel Clerk
- 4) Stephen Gallagher, CFO

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

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

6. RESOLUTIONS 2018-57: CHAPTER 159 CLEAN COMMUNITIES GRANT

**CHAPTER 159 RESOLUTION
CLEAN COMMUNITIES GRANT**

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 shall have been made 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 any equal amount, and

WHEREAS, the Borough of Interlaken received \$4,000.00 from the New Jersey Department of Environmental Protection for the Fiscal Year 2017 Clean Communities Program,

NOW, THEREFORE BE IT RESOLVED that the Borough of Interlaken, County of Monmouth hereby requests the Director of the Division of Local Government Services to approve the insertion of items of revenue in the budget year 2017 the sum \$4,000.00 which is now available as revenue from the State of New Jersey Department of Environmental Protection.

BE IT FURTHER RESOLVED that a like sum is hereby appropriated under the caption of:

Clean Communities Grant 2017

Other Expenses.....\$: 4,000.00

BE IT FURTHER RESOLVED that two copies of this resolution be forwarded to the following

1. DLGS, via electronic mail only
2. Director of Public Works
3. Director of Finance
4. Township Auditor

With no Council comments, Councilman Watson made motion to authorize, seconded by Councilman Franks and unanimously carried.

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

7. RESOLUTIONS 2018-58: APPROVAL OF THE AUDIT

ACCEPTING THE 2017 MUNICIPAL AUDIT

WHEREAS, N.J.S.A. 40:A5-4 requires the Governing Body of every local unit to have made an annual audit of its books, accounts and financial transaction, and

WHEREAS, the Annual Report of Audit for the year 2017 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the Governing Body, and

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the Governing Body of each municipality shall by Resolution certify to the Local Finance Board of the State of New Jersey that all members of the Governing Body have reviewed, as a minimum, the sections of the annual audit entitled:

General Comments
Recommendations

and,

WHEREAS, the members of the Governing Body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

General Comments
Recommendations

As evidenced by the group affidavit form of the Governing Body, and

WHEREAS, such Resolution of Certification shall be adopted by the annual audit, as per the regulations of the Local Finance Board, and

WHEREAS, all members of the Governing Body have received and have familiarized themselves with, at least, the minimum requirements of aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the promulgation’s of the Local Finance Board of the State of New Jersey may subject the members of the local Governing Body to the penalty provisions of R.S. 52-27BB-52 to wit:

R.S. 52:27BB-52 – “A local officer or member of a local Governing Body who, after a date fixed for compliance, fails or refuses to obey an order of the Director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office”.

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Interlaken, hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey dated July 30, 1968 and does hereby submit a certified copy of this Resolution and the required affidavit to said Board to show evidence of said compliance.

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

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

8. RESOLUTIONS 2018-59: FACILITY USE REQUEST- ERIC ANTON

RESOLUTION AUTHORIZING PARK USE AGREEMENT AND APPLICATION

WHEREAS, Mr. Eric Anton, 711 Bendermere Avenue, has submitted an application to utilize the Borough of Interlaken Ballfield located at 725 Bridlemere Avenue, on August 18, 2018 from the hours of 2 a.m. to 4:30 p.m. for a charity softball tournament; and

WHEREAS, pursuant to the Borough of Interlaken Code, Chapter XIV, Chapter 1.5, all residents, associations, entities and other persons desirous of using and/or enjoying the park areas, recreational areas and Borough facilities for the purpose of conducting, maintaining and/or operating an organized activity, shall obtain express prior written consent of the Borough Council.

NOW, THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Interlaken, County of Monmouth that it does hereby authorize the Borough Administrator to execute the Park Use Agreement on behalf of the Borough of Interlaken, granting permission to the Mr. Eric Anton to utilize the ballfield on date and time listed on the application submitted.

BE IT FURTHER RESOLVED, that the applicant must provide the Borough Administrator with a certificate of insurance naming the Borough of Interlaken as additional insured prior to execution of the Park Use Agreement.

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

1. Lori Reibrich, Borough Administrator
2. Chief Ronen Neuman, Deal Police
3. Mr. Eric Anton, Applicant

With no Council comments, Councilman Watson made motion to authorize, seconded by Council President White and unanimously carried.

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

9. **RESOLUTIONS 2018-60: BILL LIST**

BOROUGH OF INTERLAKEN BILL LIST REPORT FOR BOROUGH COUNCIL APPROVAL

DATE SPAN	TOTAL
07/13/18-07/16/18	\$168,668.66

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 July 18, 2018 is in the amount of One Hundred Sixty Eight Thousand, Six Hundred Sixty Eight Dollars and Sixty- Six 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	Councilwoman Horowitz	Councilman Butler	Councilman Watson	Vacancy
Motion to Approve		X					
Motion to Second			X				
Approved		X	X			X	
Opposed							
Abstain/ Recuse							
Absent/ Excused				X	X		X

10. **REPORTS/CORRESPONDENCE**

- ADMINISTRATION/FINANCE – No report
- PUBLIC SAFETY – No report.
- STREETS & ROADS – Councilman Watson asked about the bid process and asked if the same contractors typically bid.

Borough Clerk/Administrator Reibrich stated that bids are advertised. There have been several different contractors who have won the bids since she has been working with the Borough.

Councilman Franks asked if there will be pothole repair though out the Borough.

Borough Clerk/Administrator Reibrich stated that DPW Supervisor Norm Cotrell will be making pothole repairs after summer. The crack sealing machine will also be rented.

- SHADE TREE COMMISSION – No report
- PLANNING BOARD - No report.
- BOARD OF EDUCATION – No report.
- BOROUGH ADMINISTRATOR – Borough Clerk/Administrator Reibrich stated that she will be on vacation from June 30th through August 4th.

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

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

With no Council comments, Councilman Watson made motion to adjourn, seconded by Councilman Franks and unanimously carried.

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

Lori Reibrich, RMC
Borough Administrator/Clerk