

**BOROUGH OF INTERLAKEN
MINUTES
AUGUST 15, 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. 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, Menditto and Watson

Also Present: Borough Attorney Richard Shaklee, 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 comments made, Mayor Nohilly closed the floor.

2. **APPROVAL OF MINUTES: JUNE 20, 2018 AND JULY 18, 2018 WORKSHOP AND REGULAR**

With no comments made, Council President White made a motion to approve the minutes, seconded by Councilman Franks 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							

3. **RESOLUTION 2018-61: AUTHORIZING EXTENSION OF DUE DATE FOR PAYMENT OF TAXES**

RESOLUTION AUTHORIZING EXTENTION THE GRACE PERIOD FOR 3RD QUARTER, 2018 TAXES DUE AUGUST 15, 2018

WHEREAS, N.J.S.A.54:4-66.3 provides that the third installment of current year taxes shall not be subject to interest until the twenty-fifth calendar day after the date that the tax bill was mailed or otherwise delivered, and

WHEREAS, due to State Aid to Schools legislation requiring the recalculation of State Aid for School Districts by the State and the subsequent certification of the tax rate by the Monmouth County Tax Board, Tax bills were not mailed until July 21, 2018, and

WHEREAS, Twenty-five calendar days from the mailing date of the tax bills as required by New Jersey Statute is August 15, 2018,

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Interlaken, County of Monmouth that:

1. The Grace Period for the payment of the third quarter 2018 real estate property taxes that were due August 1, 2018 shall be extended to August 15, 2018.

2. Interest shall be charged back to August 1, 2018 for all payments made after the grace period date of August 15, 2018.

I, Lori Reibrich, Clerk of the Borough of Interlaken, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Interlaken at a regular meeting held on August 15, 2018.

Lori Reibrich, RMC
Borough Administrator/Clerk

With no comments made, Council President White made a motion to approve, seconded by Councilman Franks 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							

4. **RESOLUTION 2018-62: TAX APPEAL JUDGEMENT**

RESOLUTION AUTHORIZING ADJUSTMENTS TO 4th QUARTER 2017 AND 1ST AND 2ND QUARTER 2018 TAX LEVY AND REFUNDS OR CREDITS FOR TAX OVERPAYMENTS RESULTING FROM MONMOUTH COUNTY TAX APPEAL JUDGMENTS

WHEREAS, the County of Monmouth has rendered judgments on appeals made by tax payers regarding the property assessment of various properties and,

WHEREAS, there are properties which had an added tax assessment applied to their property for the year 2017 and the 1st half of 2018 property assessments and,

WHEREAS, the added assessment was appealed to the Monmouth County Board of Taxation and a judgment rendered by the County of Monmouth resulting in a reduction in the total taxes to be paid to the Borough of Interlaken for the year 2017, and,

WHEREAS, proper procedures require that an adjustment to the tax levy be made to the fourth quarter taxes and the preliminary 1st and 2nd quarter 2018 taxes, and tax refunds and or credits applied to future taxation if tax levy reductions result in an overpayment of total taxes due for the year

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 and the Chief Financial Officer to apply said tax reductions to the 4th quarter 2017 and the 1st and 2nd quarter 2017 taxes and refunds/credits applied of tax overpayments as per the following.

Block	Lot	Name	Property Address	Adjust 4th Qtr 2017 Taxes	Adjust 1 st Qtr Taxes	Adjust 2 nd Qtr Taxes
12	10	Weaver, Douglas C. & Patricia	717 Raymere Avenue	255.88	69.79	69.78

Totals				255.88	69.79	69.78

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

1. Tax Collector
2. Director of Finance
3. Township Auditor

I, Lori Reibrich, Clerk of the Borough of Interlaken, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Interlaken at a regular meeting held on August 15, 2018.

Lori Reibrich,
Borough Administrator/Clerk

With no comments made, Council President White made a motion to approve, seconded by Councilman Franks 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 2018-63: TAX REFUND**

AUTHORIZING REFUND OF TAX PAYMENT TO MRS. MAUREEN RAWSON, 513 GRASMERE AVENUE IN THE AMOUNT OF \$3417.63

WHEREAS, the Borough of Interlaken Tax Collector determined an overpayment on Block 4, Lot 13.02 has been made and recommends the authorization of a refund; and

WHEREAS, according to the tax roll, the overpayment on Block 4, Lot 13.02 was paid by Mrs. Maureen Rawson as well as their new mortgage company; 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 Mrs. Maureen Rawson in the amount of \$3417.63.

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

1. Stephen Gallagher, Chief Financial Officer/Tax Collector
2. Mrs. Maureen Rawson, 513 Grasmere Avenue

I, Lori Reibrich, Municipal Clerk of the Borough of Interlaken, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Interlaken at a regular meeting held on August 15, 2018.

Lori Reibrich, RMC
Borough Administrator/Clerk

With no comments made, Council President White made a motion to approve, seconded by Councilman Franks 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 2018-64: AWARD BID- STREET SIGN PROJECT

**AUTHORIZING AWARD OF BID CONTRACT
"Street Sign Project"**

WHEREAS, bids for the project known as "*Street Sign Project*" were duly advertised and publicly opened pursuant to law; and

WHEREAS, one (1) contractor took out a bid packet and one (1) complete bid was received, for \$48,628.55; and

WHEREAS, the contract time to meet low bidders production schedule will be ten (10) calendar weeks as accepted by the Borough Council; and

NOW, THEREFORE, BE IT RESOLVED, that pursuant to the recommendation of the Borough Engineer, that said bid be awarded to Lake Shore Industries, Inc. 1817 Poplar Street Erie, PA 16502; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized to execute all documents in this regard; and

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

1. Leo Bruno, Lake Shore Industries, Bid winner
2. Lori Reibrich, Borough Administrator/Clerk
3. Stephen Gallagher, Chief Financial Officer
4. Peter Avakian, Borough Engineer

Certification of Funds:

I, Stephen O. Gallagher, CPA, Chief Financial Officer of the Borough of Interlaken, County of Monmouth, State of New Jersey, hereby certify that there are funds available for the purpose of award of a contract as identified herein.

Only amounts for the _____ Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated.

Signature

Date

I, Lori Reibrich, Clerk of the Borough of Interlaken, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Interlaken at a regular meeting held on August 18, 2018.

Lori Reibrich, RMC

Administrator/Clerk Reibrich and Borough Attorney Shaklee explained that the bid winner needed to provide two additional documents before the award can be made. Ms. Reibrich stated that she reached out to the company and the person who is able to furnish the documents was on vacation so they were unable to be received prior to the meeting for legal review.

Council President White made a motion to table the resolution, 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							

The Council discussed a possible Special Meeting to move the project along being the next Council Meeting is not scheduled until September 19, 2018. Once the documents are received and deemed complete by Borough Attorney Shaklee, Administrator/Clerk Reibrich will send dates for a Special Meeting to the Council to see if a Special Meeting is possible.

7. RESOLUTION 2018-65: BILL LIST

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

DATE SPAN	TOTAL
07/25/18-08/14/18	\$85,040.56

Resolution 2018-65:

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 August 15, 2018 is in the amount of Eighty Five Thousand Forty Dollars and Fifty-Eight 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.

I , Lori Reibrich Clerk of the Borough of Interlaken, do hereby certify that the foregoing is a true copy of

a Resolution adopted by the Borough Council of the Borough of Interlaken at a regular meeting held on August 15, 2018.

Lori Reibrich, RMC
Borough Administrator/Clerk

With no comments made, Council President White made a motion to approve the bill list, seconded by Councilman Franks 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. REPORTS/CORRESPONDENCE:

Administration/Finance: No Report.

Public Safety: Mayor Nohilly mentioned the new design of the Police cars and while they are a beautiful new look, the “proudly serving Interlaken” was removed from the side of the car and the town logo placed on the back. Mayor Nohilly said he discussed it with Chief Neuman who stated his reasoning behind the change feeling that the professional town logo on the back gave it a more prominent look. Mayor Nohilly said he shared his feelings of the removed “proudly serving Interlaken” with Chief Neuman. He stated that the removal of the verbiage on the side of the car felt like a downgrade.

The Council discussed whether or not they personally like the “proudly serving Interlaken” on the side of the car or if the logo was enough. Most members liked the “proudly serving Interlaken” on the side of the car.

Administrator/Clerk Reibrich stated that she spoke with Chief Neuman. Chief Neuman said that he had no intention of making anyone feel slighted in the new car design. Ms. Reibrich explained that the Chief said the new logo is being reworked and the “proudly serving Interlaken” will be returned to the design shortly.

Streets & Roads: Administrator/Clerk Reibrich shared the bid schedule for the Raymere Avenue DOT project as well as the DPW yard project. The final revisions were being submitted back to the DOT. The current timeline is advertise for the bid on August 30, 2018, receive the bids on Sept 13, 2018 and pending engineer and legal bid review, award at the September 19, 2018 Council Meeting.

Planning Board: No report.

Board of Education: No report.

Borough Administrator: Administrator/Clerk Reibrich stated she would be attending a meeting with the County Engineers on August 16, 2018 to discuss the close out of the County circle/bridge project. She will discuss the state of the circle such as the plantings and the town taking over the maintenance as long as irrigation is supplied by the County. Mayor Nohilly reminded everyone of the details of the last meeting that he and Ms. Reibrich attended with the County where it was stated that the Borough would enter into an agreement with the County for maintenance of the plantings and islands as long as the County installed irrigation. Mayor Nohilly said that he would also be attending the meeting with County.

Council discussed the replacing of the shrubs in front of the gates. After a voice vote, the Council decided that the shrubs would not be replaced at this time. Administrator/Clerk Reibrich stated she would discuss the change with DPW Foreman, Norm Cottrell.

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

10. **ADJOURNMENT:** With no further comments, Council President White made a motion to adjourn at 8:20 p.m., 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							

Lori Reibrich, RMC
Borough Clerk/Administrator