

**BOROUGH OF INTERLAKEN  
MINUTES  
DECEMBER 20, 2017  
7:30 P.M. AT BOROUGH HALL**

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The regular meeting of the Borough of Interlaken was called to order at 7:34 p.m., by Mayor Nohilly. Sunshine Statement was read by Deputy Borough Clerk Kneser. 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, Gunn and Watson

Also Present: Borough Attorney Richard Shaklee and Deputy Borough Clerk Gina Kneser

Absent: None

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**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: NOVEMBER 8, 2017- WORKSHOP & REGULAR**

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

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

**3. ORDINANCE 2017-4: AN ORDINANCE OF THE BOROUGH OF INTERLAKEN AMENDING AND SUPPLEMENTING CHAPTER II “ADMINISTRATION”, SECTION 2-32 “RECREATION ADVISORY COMMITTEE”**

***ORDINANCE 2017-4 WAS POSTED IN BOROUGH HALL ON NOVEMBER 8, 2017 AND ADVERTISED IN FULL IN THE COASTER ON NOVEMBER 16, 2017. PUBLIC HEARING WAS SET FOR DECEMBER 20, 2017.***

**BOROUGH OF INTERLAKEN**

**ORDINANCE NO. 2017-4**

**AN ORDINANCE OF THE BOROUGH OF INTERLAKEN  
AMENDING AND SUPPLEMENTING CHAPTER II  
"ADMINISTRATION", SECTION 2-32 "RECREATION  
ADVISORY COMMITTEE".**

BE IT ORDAINED by the Borough Council of the Borough of Interlaken, in the County of Monmouth and State of New Jersey, that:

SECTION ONE. Section 2-32 "RECREATION ADVISORY COMMITTEE" of the Code of the Borough of Interlaken is amended and supplemented as follows:

**2-32 RECREATION ADVISORY COMMITTEE.**

**2-32.1 Established.**

~~Effective upon the adoption of this Ordinance, the former Recreation Committee of the Borough of Interlaken be and the same is hereby abolished and~~  
There is hereby created and established the Recreation Advisory Committee of the Borough of Interlaken.

**2-32.2 Members.**

The Recreation Advisory Committee shall consist of up to fourteen (14) members, the majority of which shall be residents of the Borough of Interlaken. Borough Employees are welcome to serve on this Committee. Said members shall be appointed by the Mayor for a one (1) year term.

**2-32.3 Council Liaison.**

The Mayor shall designate one of the members of the Borough Council to serve as a liaison between the Recreation Advisory Committee and the Borough Council.

#### **2-32.4 Meetings; Organization.**

The Recreation Advisory Committee shall conduct ~~such meetings as called by the Chairperson, or, in case of the Chairperson's neglect or refusal, then a majority of the appointed members of the Committee may call a meeting. All members shall be given notice of any meeting called and the time and place of same.~~an organizational meeting and shall organize as set forth herein within thirty (30) days of the final adoption of this section. Therefor an annual organizational meeting shall be conducted during the first meeting of the Committee in January of each year. The Committee shall elect a Chairperson whose duty shall be to fix meeting dates, as stated and ~~advertise said meeting dates,~~ conduct the meetings, ~~make sure minutes are maintained of all meetings, appoint subcommittees and arrange the activities and functions of the subcommittees so that they may be accomplished in an orderly and productive fashion.~~ The Chair may appoint a Deputy Chair and a Secretary each year, ~~at their annual organization meeting.~~

#### **2-32.5 Removal of Members.**

The Borough Council shall have the discretion upon the recommendation from the Recreation Advisory Committee to remove any members appointed to the Committee who are not fulfilling the duties and responsibilities.

#### **2-32.6 Duties.**

The duties of the Recreation Advisory Committee shall be as follows:

- a. To recommend to the Borough Council programs and improvements and activities which will benefit the Borough's recreational program.
- b. To bring matters of importance and concern regarding recreation to the attention of the Borough Council.

- c. To provide a resource for members of the community, community groups and recreation organizations to discuss areas of concern with respect to recreational programs.
- d. Recommend for adoption by the Borough Council suitable rules and regulations for the use of parks, playgrounds and the conduct of all persons while on or using the same.
- e. To perform such other functions as may be requested by the Borough Administrator or Borough Council.

**2-32.7 Budget.**

The Recreation Advisory Committee may submit a ~~budget request~~ recommendations on the amount budgeted for recreation to the Borough Administrator by November 1st of each year. The Borough Council may in each annual budget appropriate such sum as it may in its discretion determine to be necessary to accomplish the functions set forth herein and to implement those recommendations which the Council in its discretion determines feasible and appropriate.

**2-32.8 ~~Reserved. Records; Minutes; Reports.~~**

~~—The Committee shall keep records of its meetings and activities and shall make an annual report on or before December 1st of each year and submit the report to the Borough Council which report shall be comprehensive in detail concerning the operations and activities of the Committee during the preceding year. A copy of said minutes from each meeting are to be filed with the Borough Administrator. Minutes are permanent archival records of the Borough.~~

**2-32.9 Fees; Expenditures.**

The Recreation Advisory Committee is hereby authorized to charge and to collect fees for participation in programs or activities conducted by the Committee which fees shall be reasonable and shall be subject to the prior approval of the Governing Body. The Recreation Advisory Committee must show reflection of all ~~financial decisions, receipts~~ and donations in its records, which are subject to review at any time by the Administrator, the Chief Financial Officer and/or the Borough Auditor~~the minutes of their meetings~~. All expenditures on behalf of the Recreation Advisory Committee must be on the official Borough voucher form with all proper signatures in place utilizing the proper municipal purchasing system. All expenditures must be done through the Office of the Borough Administrator. All donations and/or other monies received must be deposited into the Borough's current account within forty-eight (48) hours pursuant to N.J. State statute.

SECTION TWO. If any section, subsection, paragraph, sentence or other portion of this Ordinance be adjudged by a Court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder of this Ordinance.

SECTION THREE. All ordinances or parts thereof inconsistent with the provisions of this Ordinance are hereby replaced to the extent of such inconsistencies.

SECTION FOUR. This Ordinance shall take effect immediately upon its final passage and publication according to law.

SECTION FIVE. Copies of this Ordinance upon adoption shall be forwarded to:

- a. Coded Systems
- b. Stephen Gallagher, Chief Financial Officer

APPROVED:

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MICHAEL NOHILLY  
Mayor

ATTEST:

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LORI REIBRICH, Borough Clerk

<b>ORDINANCE READING</b>	<b>DATE</b>
<b>1<sup>ST</sup> READING BY TITLE:</b>	November 8, 2017
<b>2<sup>ND</sup> READING BY TITLE:</b>	December 20, 2017

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

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

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

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

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

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

Abstain/ Recuse							
Absent/ Excused							

4. **RESOLUTION 2017-88: TRANSFER RESOLUTION**

**BOROUGH OF INTERLAKEN  
COUNTY OF MONMOUTH  
TRANSFER RESOLUTION 2017-88**

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 2017 Budget Appropriations, viz:

Appropriation	Amount
<b>Current Fund Appropriations</b>	
OE Construction Code	325.00
OE Workers Comp Insurance	1,420.00
OE Fire Hydrant Service	500.00
OE Streets and Roads	500.00
OE Shade Tree	3,000.00
OE Electric	3,000.00
<b>Total Current Insufficiencies</b>	<b>\$8,745.00</b>

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 2017 Budget Appropriations, viz:

Appropriation	Amount
<b>Current Fund Appropriations</b>	
OE Borough Clerk	2,825.00
OE Liability Insurance	1,420.00
OE Street Lighting	2,000.00
OE Natural Gas	2,500.00
<b>Total Current Fund Appropriations</b>	<b>\$8,745.00</b>

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

TO		FROM	
Account	Amount	Account	Amount
<b>Current Fund Appropriations</b>			
OE Construction Code	325.00	OE Borough Clerk	2,825.00
OE Workers Comp Insurance	1,420.00	OE Liability Insurance	1,420.00
OE Fire Hydrant Service	500.00	OE Street Lighting	2,000.00
OE Streets and Roads	500.00	OE Natural Gas	2,500.00
OE Shade Tree	3,000.00		
OE Electric	3,000.00		
<b>Total</b>	<b>8,745.00</b>		<b>8,745.00</b>

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 Council comments, Council President White made motion to approve transfer, seconded by Councilman Gunn and unanimously carried.

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

5. **RESOLUTION 2017-89: PAYMENT OF BILLS**

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

DATE SPAN	TOTAL
11/09/17-12/18/17	\$ 106,910.82

**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 20, 2017 is in the amount of One Hundred Six Thousand Nine Hundred Ten Dollars and Eighty-Two 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.

Mayor Nohilly noted that the transfer to Shade Tree was an expense for trees taken down in the park that should have been taken out of the Parks Maintenance line.

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

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

6. **REPORTS/CORRESPONDENCE**

- ADMINISTRATION/FINANCE - No report.
- PUBLIC SAFETY – Mayor Nohilly noted that Police Chief, Ronen Neuman will be attending a future meeting to give an update on the information gathered during the traffic safety study.
- SHADE TREE COMMISSION – Council President White noted that the Shade Tree Commission has concerns regarding the current tree ordinances and their enforcement.

Council had a brief discussion regarding the ordinance, the current enforcement and communication to the contractors.

- PLANNING BOARD – No report.
- BOARD OF EDUCATION - No report.
- BOROUGH ADMINISTRATOR – Deputy Clerk Kneser noted that she and Borough Clerk/Administrator wishes Council a Happy Holiday and announced that the Reorganization meeting is scheduled for January 3. There will be no workshop meeting.

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

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

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

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Lori Reibrich, RMC  
Borough Administrator/Clerk