

**BOROUGH OF INTERLAKEN
MINUTES
MARCH 19, 2014
7:30 P.M. AT BOROUGH HALL**

The meeting of the Borough of Interlaken was called to order at 8:25 p.m., by Council President White. 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: Council President White, Council members Cohen, Handerhan, Miller, Morley, Napoli

Absent: Mayor Nohilly

Also Present: Borough Administrator Reibrich and Borough Attorney Richard Shaklee

RESOLUTION 2014-56: EXECUTIVE SESSION

Councilman Napoli made a MOTION that an Executive Session be added to this agenda, seconded by Councilman Morley. Business Administrator Reibrich took roll call.

	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	
Abstain/Recuse							
Absent/Excused	X						

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

Council President White opened the floor for public comment. No public was present. Council President White closed the floor.

2. APPROVAL OF MINUTES: FEBRUARY 19, 2014- WORKSHOP & REGULAR

Councilman Napoli made a MOTION to approve the minutes, seconded by Councilman Miller.

	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							
Abstain/Recuse							
Absent/Excused	X						

3. RESOLUTION 2014-50:

CONFIRMING REAPPOINTMENT OF MUNICIPAL CLERK

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby confirms the reappointment of Lori Reibrich as Acting Municipal Clerk, retroactive to January 24, 2014 with said term expiring January 23, 2015; and

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

1. Lori Reibrich, Acting Municipal Clerk/Administrator
2. Thomas Neff, Director, DCA, DLGS
3. Chief Financial Officer

No comments from Council. Councilman Napoli MOTIONED, seconded by Councilman Cohen and unanimously carried.

	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							
Abstain/Recuse							
Absent/Excused	X						

4. RESOLUTION 2014-51: 2014 SALARY RESOLUTION

2014 SALARY RESOLUTION

WHEREAS, on April 20, 2011, the Borough of Interlaken adopted a Salary Ordinance; and

WHEREAS, the Borough Auditor and the Chief Financial Officer have recommended the adoption of a Salary Resolution to confirm the salaries of the designated employees of the Borough of Interlaken.

NOW, THEREFORE, BE IT RESOLVED that the following base salaries be approved for the 2014 calendar year:

NAME	POSITION	ANNUAL SALARY
<u>Governing Body</u>		
Michael J. Nohilly	Mayor	\$0
Robert White	Council President	\$0
Keith Miller	Councilman	\$0
Thomas Morley	Councilman	\$0
Robert Napoil	Councilman	\$0
Jonathan Cohen	Councilman	\$0
William Handerhan	Councilman	\$0
<u>Full-Time Employees</u>		
Lori Reibrich	Administrator/Acting Borough Clerk	\$58,425
Gina Kneser	Deputy Clerk/Deputy Tax Collector Construction Clerk	\$34,338
Bill Coy	Finance Clerk/Administrative Assistant/ Court Assistant	\$41,944
Norman Cottrell	DPW Foreman/Recycling Coordinator	Paid per Union Contract
Anthony Travers	DPW Laborer	Paid per Union Contract
Gene Carafa	DPW Laborer	Paid per Union Contract
<u>Part-Time Employees</u>		
Stephen Gallagher	Chief Financial Officer/Tax Collector	\$26,576
Alex Worth	Tax Assessor	\$ 4,613
Paul Vitale	Construction Official/Electrical Inspector	\$ 7,135
Thomas Haege	Fire Subcode Official	\$ 1,856
Sal Farruggia	Plumbing Subcode Official	\$ 2,106
Sal Massaro	Building Subcode Official / Zoning & Code Enforcement Officer	\$ 7,265
Vicki Labella	Librarian	\$ 4,945
Gina Kneser	Planning Board Secretary	\$ 3,000
Mary Sullivan	Librarian – Part Time	\$12.00 per hour
George Cieri	Magistrate	\$ 9,986
Patricia Weaver	Court Administrator	\$13,972
Lisa Casler	Court Assistant/Violations Clerk	\$100 per session

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 & Co., Borough Auditor

With no comments, Councilman Miller made a MOTION to approve the resolution, seconded by Councilman Handerhan and unanimously carried.

	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							
Abstain/Recuse							
Absent/Excused	X						

5. RESOLUTION 2014-52: AUTHORIZING MONMOUTH COUNTY MOSQUITO EXTERMINATION COMMISSION TO APPLY MOSQUITO PESTICIDES

AUTHORIZING MONMOUTH COUNTY MOSQUITO EXTERMINATION COMMISSION TO APPLY MOSQUITO PESTICIDES

WHEREAS, the Monmouth County Mosquito Extermination Commission anticipates the resumption of its aerial surveillance and treatment program on or about April 1, 2014 and continuing through November 30, 2014; and

WHEREAS, Aerial spraying is also a tool for controlling adult mosquitoes, found to be carrying the West Nile and other mosquito borne viruses, used in swamp and wetland areas and also where truck mounted spraying is ineffective because large areas are inaccessible; and

WHEREAS, regulations of the Federal Aviation Administration require that this Commission obtain written approval from the local governing body where operations are conducted;

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Interlaken, County of Monmouth, State of New Jersey, that The Monmouth County Mosquito Extermination Commission is authorized to apply pesticides from aircraft to control mosquitoes over portions of the Borough of Interlaken. The Borough does understand that all pesticides used are registered with the USEPA and NJDEP for aerial application for the control of mosquitoes.

BE IT FURTHER RESOLVED that it is further understood that the areas being treated are only those found to have a significantly high mosquito population and may present either a public health nuisance or disease factor. This approval is subject to The Monmouth County Mosquito Extermination Commission notifying the local police department prior to each and every aviation activity.

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized to execute agreement for said aerial surveillance and treatment program.

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

1. Lori Reibrich, Borough Administrator
2. Chief Ronen Neuman, Deal Police

With no comments, Councilman Handerhan made a MOTION to approve the resolution, seconded by Councilman Miller and unanimously carried.

	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							
Abstain/Recuse							
Absent/Excused	X						

6. RESOLUTION 2014-53: APPROVING PARK USE APPLICATION – NEW JERSEY BUCS

RESOLUTION APPROVING PARK USE APPLICATION

WHEREAS, the Jersey Shore Bucs has submitted an application to utilize the Borough of Interlaken Ballfield located at 715 Bridlemere Avenue, On March 22, 2014 and March 29, 2014; 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 Jersey Shore Bucs to utilize the ballfield on dates and times listed on the application attached.

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. Norman Cottrell, DPW Foreman
4. Linda LaCorte, Jersey Shore Bucs

Councilman Napoli questioned whether anyone sponsored this group to use the park. Business Administrator Reibrich stated that this group used the park last year without any issue and they have completed paperwork and insurance for this year as well. Councilman Cohen made a MOTION to approve the resolution, seconded by Councilman Morley and unanimously carried.

	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							
Abstain/Recuse							
Absent/Excused	X						

7. RESOLUTION 2014-54 APPROVING PARK USE APPLICATION FOR OCEAN TOWNSHIP LITTLE LEAGUE

WHEREAS, the Ocean Township Little League (O.T.L.L.) has submitted an application to utilize the Borough of Interlaken ball field located at 715 Bridlemere Avenue, from April 1, 2014 through June 21, 2014; 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 O.T.L.L. to utilize the ballfield on dates and times listed on the application attached.

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. Norman Cottrell, DPW Foreman
4. Thomas Ankiewicz, O.T.L.L.

Business Administrator Reibrich stated that this group used the park last year. They have completed paperwork and insurance. Councilman Handerhan made a motion to approve the resolution, seconded by Councilman Morley and unanimously carried.

	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							
Abstain/Recuse							
Absent/Excused	X						

8. RESOLUTION 2014-55: PAYMENT OF BILLS

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

DATE SPAN	TOTAL
03/07/2014-03/17/2014	\$41,342.78

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 March 19, 2014 is in the amount of Forty One Thousand, Three Hundred Forty-Two Dollars and Seventy-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.

Councilman Cohen stated that the bills have been reviewed and found to be in order. Councilman Napoli questioned the bill for Trico. Business Administrator Reibrich said the bill was for parts for the garbage truck. Councilman Cohen made MOTION to approve the payment of bills, seconded by Councilman Handerhan and unanimously carried.

	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							
Abstain/Recuse							
Absent/Excused	X						

9. REPORTS/CORRESPONDENCE

- **ADMINISTRATION/FINANCE**- No report.
- **PUBLIC SAFETY** – Councilman Miller announced that Facebook and Twitter information for the Deal Police Department has been posted on the Borough website.
- **STREETS & ROADS** – Councilman Miller stated that the ADA compliance improvement to the Borough Hall counter is underway. Plans were acquired and an initial contractor estimate of \$8,400.00 was received. Councilman Miller stated that the Borough Engineer will give the required documents at no cost and the Architect who drafted the plans will charge a \$1,000.00 fee. The initial project budget was slated for \$15,000.00.

Councilman White asked, if the plans meet all ADA requirements and if a large amount of construction is required.

Business Administrator Reibrich stated that there would be quite a bit of construction. A closet needs to be moved to accommodate the project.

Councilman Miller stated that the plans were ADA compliant and Zoning Officer Massaro will review them.

Councilman Napoli questioned whether requests for quotes would be advertised.

Council President White stated that the cost of the project is under the threshold.

Councilman Miller stated that it can be posted on the website and an ad can be put into the Coaster.

Councilman Napoli stated that the leak on Bendermere Avenue was reviewed with sonar by the water company. A large leak was confirmed and repaired. Councilman Napoli stated that, once the repair was made, the flow through the manhole stopped significantly.

Councilman Napoli stated that he and Brian Grant, SLX Engineer worked together with DPW Supervisor Norman Cottrel. DPW Supervisor Cottrel has the plans and his task in the next two three weeks will be to look at manholes and grade each manhole 1 to 5. SLX Engineer Grant will return and look at the ones that need the most repair. Councilman Napoli stated that a systematic survey of all the manholes needs to be done. Councilman Napoli stated that the water leak on Bendermere Avenue would have never been discovered, if the survey had not begun.

- **RECREATION ADVISORY COMMITTEE** –Business Administrator Reibrich stated that a flyer will be mailed out next week for the Town-Wide Yard Sale and the Egg Hunt. Borough Hall is working on putting the prize baskets together.
- **SHADE TREE COMMISSION** – No report.
- **PLANNING BOARD** – Councilman Miller stated that there was a meeting on March 17th. Councilman Miller stated that the Planning Board discussed the Planner attending the next meeting.

Council had a discussion regarding the scope of work for the Planner.

Council discussed the Planners costs and expenditures.

Borough Administrator Reibrich stated that the Planning contract states that they will complete their project for \$2,500.00.

Councilman Napoli feels the funding for the Planner was approved by Council, so that the Planning Board could do some housekeeping of a couple of ordinances. Councilman Napoli feels that the Planning Board should task the Planner with the guidance of Council.

Councilman Miller stated that the Planner provided a preliminary report.

Council requested to receive a copy of the report for review at the next meeting.

- **BOARD OF EDUCATION** – Councilman Morley stated that the judge has allowed the Borough to sever from Asbury Park and use West Long Branch as their sending district. The Board of Education must wait 45 days for the Commissioner to make the final decision.

Councilman White questioned Borough Attorney Shaklee about Commissions overturning court decisions.

Councilman Miller stated that there will be a new Commissioner of Education as of March 20, 2014.

Councilman White questioned enrollment and the timing of the Board of Education budget.

Councilman Morley stated that the Borough is tuition based.

- **BOROUGH ADMINISTRATOR** – Borough Administrator Reibrich stated that she attended the County meeting regarding the construction project at the Crawfords Circle Bridge. Administrator Reibrich stated that they will be changing the utilities over the summer and construction will be done from September 8, 2014 to May 15, 2015. The County had a detour plan in place but the Deal Police Department had another idea that is being considered. When more information is available Administrator Reibrich will update the Council.

Administrator Reibrich stated that Financial Disclosure statements that are usually due by April 30th have been put on hold. Administrator Reibrich stated that the State will be using an outside vendor this year to make the process more user friendly and will advise the new instructions and deadlines once they are received.

10. RESOLUTION 2014-56: EXECUTIVE SESSION

EXECUTIVE SESSION

WHEREAS, the “Open Public Meeting Act” permits a public body to exclude the public from meetings or portions thereof of wherein matters are to be discussed which are exempted from the requirements of the Act; and

WHEREAS, the said Act requires that prior to the holding of a meeting or portion thereof from which the public shall be excluded, the public body should adopt a Resolution at a public meeting providing for the holding of a private meeting; and

WHEREAS, the Borough Council of The Borough of Interlaken has determined that a meeting should be held from which the public shall be excluded; and

WHEREAS, the Borough Council of the Borough of Interlaken has determined that a meeting should be held from which the public should be excluded in order to discuss a subject which is exempted under the said Act;

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

1. That the next portion of this meeting be held in Private Session.
2. That the general nature of the matter(s) to be discussed relate to:

Contract Negotiations/pending litigations
3. That no official action will be taken at the meeting but Minutes shall be kept and shall be available to the public after official action on the subject matter has been taken.
4. That after the conclusion of the private portion of this meeting, the meeting will resume in public session.
5. It is anticipated the discussion conducted in closed session can be disclosed to the public as such time the matters are resolved.

11. COMMENTS FROM THE PUBLIC

Council President White opened the floor for public comment.

With no public present, Council President White closed the floor for public comment.

12. COMMENTS FROM COUNCIL

Councilman Napoli brought up the subject of the \$24,000.00 line item for the Borough of Allenhurst Fire and First Aid.

Council had a brief discussion regarding the line item.

13. ADJOURNMENT

Councilman Cohen motioned to ADJOURN, seconded by Councilman Handerhan and unanimously carried.

	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							
Abstain/Recuse							
Absent/Excused	X						

Lori Reibrich
Borough Administrator/Clerk
Date Approved: _____