

**BOROUGH OF INTERLAKEN  
MINUTES  
JANUARY 1, 2016  
NOON AT BOROUGH HALL**

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The meeting of the Borough of Interlaken was called to order at noon, by Mayor Nohilly. It was followed by a salute to the flag and a moment of silence for resident, Emil Schroth, who passed recently. Sunshine Statement was read by Borough Clerk Reibrich. "The notice of the requirements of the Open Public Meetings Act has been satisfied by forwarding notice of a time and date change to the Coaster and Asbury Park Press on December 21, 2015. A copy of the 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: Handerhan, Franks, Gunn and Butler

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

Absent: Councilwoman Horowitz

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Mayor Nohilly welcomed everyone to the New Year's Day meeting.

1. **SWEARING IN OF MAYOR MICHAEL NOHILLY**

Borough Clerk/Administrator Lori Reibrich administered the Oath of Office to Mayor Nohilly.

2. **SWEARING IN OF COUNCILMAN ROBERT WHITE**

Borough Clerk/Administrator Lori Reibrich administered the Oath of Office to Councilman Robert White.

3. **SWEARING IN OF COUNCILMAN MERVIN FRANKS**

Borough Clerk/Administrator Lori Reibrich administered the Oath of Office to Councilman Mervin Franks

4. **ROLL CALL BY BOROUGH CLERK**

Borough Clerk/Administrator Reibrich took Roll Call.

5. **PUBLIC COMMENT:** Mayor Nohilly opened the floor for public comment. With no public comment, Mayor Nohilly closed the floor.

6. **RESOLUTION 2016-1: APPOINTMENT OF 2016 COUNCIL PRESIDENT**

Councilman Franks made a motion to nominate Councilman White to Council President, seconded by Councilman Gunn and unanimously carried.

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

Borough Clerk/Administrator Reibrich administered the oath of office to Council President White.

Council President White made motion for Consent Agenda of Resolutions 2016-2 to 2016-33.

Councilman Handerhan seconded the motion.

Councilman Franks made comment that he would like to discuss Resolution 2016-2.

Borough Attorney Shaklee stated that the resolution could be pulled from the Consent Agenda and discussed after the vote.

Council President White amended his motion for a Consent Agenda to include only Resolution 2016-3 through 2016-33.

Councilman Handerhan seconded the motion.

With no further Council comments, the motion for Consent Agenda was unanimously carried.

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

**7. RESOLUTION 2016-3: APPROVAL OF BOROUGH COUNCIL MEETING SCHEDULE FOR 2016**

**APPROVAL OF BOROUGH COUNCIL MEETING SCHEDULE FOR 2016**

**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 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 2016:

MONTH	DATE
<b>JANUARY***</b>	REORGANIZATION – 1/1/2016, 12 Noon
	1/20/2016
<b>FEBRUARY</b>	2/17/2016
<b>MARCH *</b>	3/02/2016
	3/16/2016
<b>APRIL</b>	4/20/2016
<b>MAY</b>	5/18/2016
<b>JUNE</b>	6/15/2016
<b>JULY</b>	7/20/2016
<b>AUGUST</b>	8/17/2016
<b>SEPTEMBER</b>	9/14/2016
<b>OCTOBER</b>	10/19/2016
<b>NOVEMBER **</b>	11/09/2016
<b>DECEMBER</b>	12/21/2016

**\*\*2016 REORGANIZATION = WEDNESDAY, JANUARY 4, 2017 7:00 p.m. with no workshop\*\***

*\*Two (2) meetings scheduled for the month due to budget.*

*\*\* Thursday meeting date scheduled due to annual conference.*

\*\*\* 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)

8. **RESOLUTION 2016-4: APPROVAL OF THE BOROUGH OF INTERLAKEN HOLIDAY SCHEDULE FOR 2016 (PURSUANT TO CBA & EMPLOYEE HANDBOOK)**

**APPROVAL OF THE BOROUGH OF INTERLAKEN  
HOLIDAY SCHEDULE FOR 2016**

**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:

<b>HOLIDAY</b>	<b>DATES CLOSED</b>
Friday, January 1, 2016	New Year's Day
Monday, January 18, 2016	Martin Luther King Day
Monday, February 15, 2016	President's Day
Friday, March 25, 2016	Good Friday
Monday, May 30, 2016	Memorial Day
Monday, July 4, 2016	Independence Day
Monday, September 5, 2016	Labor Day
Monday, October 10, 2016	Columbus Day
Friday, November 11, 2016	Veteran's Day
Thursday & Friday November 24 & 25, 2016	Thanksgiving
Monday, December 26, 2016 (observed)	Christmas
Monday, January 2, 2016 (observed)	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

9. **RESOLUTION 2016-5: AUTHORIZING AWARD OF 2016 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 an alternate 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 2016 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, 2016 through December 31, 2016:

- 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. Chief Financial Officer
3. Borough Administrator

10. **RESOLUTION 2016-6: CONFIRMING RE-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 reappoints Lori Reibrich as Borough Administrator for a one (1) year term commencing January 1, 2016 through December 31, 2016; 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
11. **RESOLUTION 2016-7: APPROVING APPOINTMENT OF AN 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, 2016; 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
12. **RESOLUTION 2016-8: 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, 2016; 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
13. **RESOLUTION 2016-9: APPROVING APPOINTMENT OF THE EMERGENCY MANAGEMENT DEPUTY COORDINATORS NORMAN COTTRELL AND SGT. BRIAN EGAN – 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 12/31/2016;

1. Norman Cottrell  
Public Works Foreman
2. Sargent Brian Egan  
Deal Police Department

**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. Borough Administrator

**14. RESOLUTION 2016-10: 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, 2016, through December 31, 2016; 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

**15. RESOLUTION 2016-11: APPROVING APPOINTMENT OF SALVATORE MASSARO AS CODE ENFORCEMENT AND ZONING OFFICER – ONE (1) YEAR TERM**

**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, 2016 to December 31, 2016; 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

**16. RESOLUTION 2016-12: 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 reappoints Stephen O. Gallagher as Borough Treasurer, for a one year term from January 1, 2016 to December 31, 2016; 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

**17. RESOLUTION 2016-13: 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 reappoints Gina Kneser as Deputy Borough Clerk for a one (1) year term effective January 1, 2016 to December 31, 2016; 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

**18. RESOLUTION 2016-14: APPROVING APPOINTMENT OF WILLIAM 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, 2016 through December 31, 2016; 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

**19. RESOLUTION 2016-15: 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, 2016 through December 31, 2016; 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. Debbie Dovedytis, Community Development Director, Monmouth County
20. **RESOLUTION 2016-16: 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, 2016 through December 31, 2016; 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
21. **RESOLUTION 2016-17: APPROVING APPOINTMENT OF INSURANCE FUND COMMISSIONER, LORI REIBRICH, AND WILLIAM COY AS THE ALTERNATE – ONE (1) YEAR TERM**

**CONFIRMING APPOINTMENT OF LORI REIBRICH  
AS INSURANCE FUND COMMISSIONER AND  
WILLIAM COY 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 William Coy as the alternate for 2016, with said terms expiring on December 31, 2016; 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
22. **RESOLUTION 2016-18: APPROVING APPOINTMENT OF WILLIAM 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, 2016 through December 31, 2016; 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
23. **RESOLUTION 2016-19: APPROVING APPOINTMENT OF WILLIAM COY AS WEBMASTER FOR BOROUGH WEBSITE – ONE (1) YEAR TERM**



**APPROVING APPOINTMENT OF WEBMASTER  
FOR BOROUGH WEBSITE – WILLIAM COY**

**BE IT RESOLVED** by the Borough Council of the Borough of Interlaken that it hereby reappoints Bill Coy as Webmaster for the Borough Website, effective January 1, 2016 through December 31, 2016; and

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

1. Lori Reibrich, Borough Administrator
2. William Coy, Webmaster

24. **RESOLUTION 2016-20: APPROVING APPOINTMENT OF DONALD NISSIM AS THE DEAL LAKE COMMISSION REPRESENTATIVE FOR INTERLAKEN – ONE (1) YEAR TERM**

**APPROVING APPOINTMENT OF DEAL LAKE COMMISSION  
REPRESENTATIVE AND ALTERNATE FOR 2016**

**BE IT RESOLVED** by the Borough Council of the Borough of Interlaken that it hereby reappoints Donald Nissim as the Deal Lake Commission Representative and David D’Alessio as the alternate representative, effective January 1, 2016 through December 31, 2016; and

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

1. Donald Nissim, Deal Lake Representative
2. David D’Alessio, Deal Lake Alternate
3. Deal Lake Commission
4. Lori Reibrich, Borough Administrator

25. **RESOLUTION 2016-21: APPROVING APPOINTMENT OF TONIA MCCUDDEN AS CLEAN COMMUNITIES COORDINATOR FOR 2015**

**APPROVING APPOINTMENT OF TONIA MCCUDDEN AS CLEAN COMMUNITIES  
COORDINATOR FOR 2016**

**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, 2016 through December 31, 2016; and

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

1. Tonia McCudden, Clean Communities Coordinator
2. Lori Reibrich, Borough Administrator

26. **RESOLUTION 2016-22: 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:

<b>Name</b>	<b>Class</b>	<b>Term</b>	<b>Expiration</b>
Gina Kneser Borough Employee	Secretary	1 year	12/31/16
John Gunn Council Liaison	Class III	1 year	12/31/19
Jodi Heinz	Class IV	4 year	12/31/19
Rick Menditto	Class IV	4 year	12/31/19
Thomas Wasilishen	Class IV	4 year	12/31/19

**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

27. **RESOLUTION 2016-23: 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, 2016 through December 31, 2016; 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

28. **RESOLUTION 2016-24: 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

29. **RESOLUTION 2016-25: AUTHORIZING ADOPTION OF THE 2015 TEMPORARY BUDGET**

**RESOLUTION ADOPTING 2016 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 \$551,360.00 does not exceed twenty-six and one-quarter (26.25) percent of the Local Budget Appropriations of the Borough of Interlaken for the year 2015, exclusive of any 2015 appropriations made for Debt Service and Capital Improvement Fund, and exclusive of 2016 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 2016 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. Borough Auditor

30. **RESOLUTION 2016-26: 2016 SALARY RESOLUTION**

**2016 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 2016 calendar year:

NAME	POSITION	ANNUAL SALARY
<b><u>Governing Body</u></b>		
Michael J. Nohilly	Mayor	\$0
Robert White	Council President	\$0
Keith Miller	Councilman	\$0
William Handerhan	Councilman	\$0
Mervin Franks	Councilman	\$0
John Gunn	Councilman	\$0
Mindy Horowitz	Councilman	\$0
<b><u>Full-Time Employees</u></b>		
Lori Reibrich	Administrator/Acting Borough Clerk	\$72,100
Gina Kneser	Deputy Clerk/Deputy Tax Collector	\$36,340
	Construction Clerk	
Bill Coy	Finance Clerk/Administrative Assistant/ Court Assistant	\$44,390
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

**Part-Time Employees**

Stephen Gallagher	Chief Financial Officer/Tax Collector	\$28,196
Alex Worth	Tax Assessor	\$ 4,894
Eric Sudia	Electrical Inspector	\$ 2,575
Thomas Haege	Fire Subcode Official	\$ 1,970
Robert Hartsgrrove	Plumbing Subcode Official	\$ 2,575
Sal Massaro	Construction Official, Building SubCode Official, Zoning/Code Enforcement Officer	\$13,373
Vicki Labella	Librarian	\$ 5,246
Gina Kneser	Planning Board Secretary	\$ 3,500
Mary Sullivan	Librarian – Part Time	\$12.00 per hour
George Cieri	Magistrate	\$10,595
Patricia Weaver	Court Administrator	\$14,823
Lisa Casler	Court Assistant/Violations Clerk	\$100 per session

**31. RESOLUTION 2016-27: AUTHORIZING ESTABLISHMENT OF FEES, PENALTIES, AND INTEREST RATES FOR 2016**

**ESTABLISHING FEES, PENALTIES AND INTEREST FOR 2016**

**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, 2016.
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
3. Lori Reibrich, Borough Administrator

**32. RESOLUTION 2016-28: AUTHORIZING THE TAX COLLECTOR TO CONDUCT A TAX LIEN SALE IN 2016**

**AUTHORIZING THE TAX COLLECTOR TO CONDUCT  
A TAX LIEN SALE IN 2016**

**WHEREAS**, there remains on the records and books of the Borough of Interlaken, delinquent taxes owing as of December 31, 2015; 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 2015 delinquent taxes on or before December 31, 2016.

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

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

33. **RESOLUTION 2016-29: 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 2015 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 2016;

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

34. **RESOLUTION 2016-30: 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.

35. **RESOLUTION 2016-31: 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 2016.

36. **RESOLUTION 2016-32: APPROVING THE BOROUGH OF INTERLAKEN’S RULES OF ORDER FOR MEMBERS OF THE GOVERNING BODY**

**APPROVING THE BOROUGH OF INTERLAKEN'S  
RULES OF ORDER FOR MEMBERS OF THE GOVERNING BODY**

**BE IT RESOLVED** by the Borough Council of the Borough of Interlaken that it hereby approves the use of the attached Rules of Order for Members of the Governing Body.

**37. RESOLUTION 2016-33: AUTHORIZING THE MAYOR AND BOROUGH CLERK TO EXECUTE AN AGREEMENT WITH USDA/APHIS WILDLIFE SERVICES NOT TO EXCEED \$2,632.00 FOR CANADA GOOSE MANAGEMENT IN 2016**

**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 \$2632.00 for 2016.

**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. Nicole Rein, Wildlife Biologist, USDA
2. Lori Reibrich, Borough Administrator
3. Stephen Gallagher, Chief Financial Officer

At this time, Council returned to the matter of Resolution 2016-2.

**38. RESOLUTION 2016-2: APPROVAL OF BOROUGH COUNCIL ASSIGNMENTS FOR 2016**

**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 2016:

COMMITTEE	LIAISON
ADMINISTRATION, FINANCE AND RECREATION	Councilman Robert White – <b>Chair</b>
	Councilman John Gunn
	Councilwoman Mindy Horowitz
COMMITTEE	LIAISON
PUBLIC SAFETY, COURT & CONSTRUCTION INSPECTION	Councilman Robert White – <b>Chair</b>
	Councilman William Handerhan
	Councilman Mervin Franks
COMMITTEE	LIAISON
STREETS, ROADS & SEWERS	Councilman William Handerhan – <b>Chair</b>
	Councilman Mervin Franks
	Councilman John Butler

DEPARTMENT	COUNCIL LIAISON
BOARD OF EDUCATION	Councilwoman Mindy Horowitz

DEPARTMENT	COUNCIL LIAISON
SHADE TREE COMMISSION	Councilman Robert White

DEPARTMENT	COUNCIL LIAISON
PLANNING BOARD	Councilman John Gunn

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

1. Lori Reibrich, Borough Administrator

Councilman Franks stated that he had previously requested that the Mayor appoint him to the Public Safety Committee as the Chair and Liaison. Councilman Franks feels his experience makes him most qualified for the position.

Mayor Nohilly stated that the Liaison position no longer exists. The position was put in place for a purpose that no longer exists. The proper liaison and appropriate authority is the Borough Administrator. The Borough Administrator communicates directly with the Chief of Police.

Mayor Nohilly stated that the Chair of a committee has no greater power than any other committee member. He has appointed Councilman Franks to the committee since he has been on the Council.

Mayor Nohilly stated that he previously relayed his reasons for his appointment decision to Councilman Franks. Councilman Franks stated that he does not agree with the decision.

Council President White stated that no Councilman, whether they be the Chair or Committee member, should be speaking directly to any Borough Department. All matters should go through the Business Administrator as she is the liaison to all departments and professionals. No Councilmember should be approaching any resident or other official of any department including police, building, streets and roads or any other professional. Any matter can be brought to committee by any Council member. Matters should be discussed in committee, brought to full Council for discussion and brought to the Business Administrator to resolve through the appropriate channels.

Councilman Gunn made motion to approve Resolution 2016-2, as stated.

Council President White seconded the motion.

Councilman Franks requested a roll call of the vote.

With no further Council comments, the motion was carried by roll call. Councilman Franks voted no. Councilman Handerhan abstained from the vote.

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

### 39. REPORTS

- ADMINISTRATION/FINANCE – No report.
- PUBLIC SAFETY – No report.
- STREETS & ROADS – Council discussed roadway patches created by street openings on Grassmere Avenue. Borough Clerk/Administrator Reibrich stated she addressed the most recent opening with the water company who has been out to make the repairs. The other opening will be researched and the proper utility contacted to repair their street opening, if needed.
- RECREATION ADVISORY COMMITTEE – No report.

- SHADE TREE COMMISSION – No report.
- PLANNING BOARD - No report.
- BOARD OF EDUCATION - No report.
- BOROUGH ADMINISTRATOR – No report.

40. **COMMENTS FROM THE PUBLIC**

Mayor Nohilly opened the floor for public comment.

Ms. Terri Ryan, Bridlemere Avenue, asked if the railroad tracks were included in the project at the lake on the end of Grassmere Avenue.

Borough Clerk/Administrator Reibrich stated that the railroad tracks would be repaired under a separate project. Borough Clerk/Administrator Reibrich stated that she met with the Department of Transportation and NJ Transit in October. The project is on the list for the tracks to be repaired. New gates and signage will also be added. The start date for the project has not been determined but NJ Transit and NJ DOT will complete the project in the 2016 calendar year as the funding becomes available to them.

With no public comment, Mayor Nohilly closed the floor.

41. **ADJOURNMENT**- With no Council comments, Councilman Handerhan made a motion to adjourn, seconded by Council President White and unanimously carried.

	Mayor Nohilly	Council President White	Councilman Handerhan	Councilman Franks	Councilman Gunn	Councilwoman Horowitz	Councilman Butler
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