

**BOROUGH OF INTERLAKEN  
MINUTES  
JANUARY 2, 2019  
7:00 P.M. AT BOROUGH HALL**

---

The meeting of the Borough of Interlaken was called to order at 7:00 p.m., by Mayor Nohilly. It was followed by a salute to the flag and a moment of silence. Sunshine Statement was read by Borough Clerk 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 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: Horowitz, Butler

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

Absent: Councilman Watson

---

1. **SWEARING IN OF COUNCILMAN WHITE**

Senator Gopal administered the Oath of Office to Councilman Robert White.

2. **SWEARING IN OF COUNCILWOMAN MALONEY**

Senator Gopal administered the Oath of Office to Margaret Maloney.

3. **SWEARING IN OF COUNCILMAN FAMA**

Senator Gopal administered the Oath of Office to Arthur Fama.

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 2019-1: APPOINTMENT OF 2019 COUNCIL PRESIDENT**

Councilwoman Horowitz made a motion to nominate Councilman White to Council President, seconded by Councilman Butler and unanimously carried.

	Mayor Nohilly	Council President White	Councilwoman Horowitz	Councilman Butler	Councilman Watson	Councilwoman Maloney	Councilman Fama
Motion to Approve			x				
Motion to Second				x			
Approved		x	x	x		x	x
Opposed							
Abstain/ Recuse							
Absent/ Excused					x		

**APPOINTMENT OF COUNCIL PRESIDENT**

**BE IT RESOLVED** by the Borough Council of the Borough of Interlaken that it hereby appoints Robert White as Council President for 2019.

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

- Lori Reibrich, Borough Administrator

	Mayor Nohilly	Council President White	Councilwoman Horowitz	Councilman Butler	Councilman Watson	Councilwoman Maloney	Councilman Fama
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.

Mayor Nohilly and Council members congratulated Council President White.

- RESOLUTION 2019-2: APPROVAL OF BOROUGH COUNCIL ASSIGNMENTS FOR 2019**

**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 2019:

COMMITTEE	LIAISON
ADMINISTRATION & FINANCE	Councilman Robert White – <b>Chair</b>
	Councilwoman Mindy Horowitz
	Councilman Brendan Watson

COMMITTEE	LIAISON
PUBLIC SAFETY, COURT & CONSTRUCTION INSPECTION	Councilman Robert White– <b>Chair</b>
	Councilman John Butler
	Councilwoman Margaret Maloney

COMMITTEE	LIAISON
STREETS, ROADS & SEWERS	Councilman John Butler – <b>Chair</b>
	Councilman Brendan Watson
	Councilman Arthur Fama

DEPARTMENT	COUNCIL LIAISON
BOARD OF EDUCATION	Councilwoman Margaret Maloney

DEPARTMENT	COUNCIL LIAISON
SHADE TREE COMMISSION	Councilman Arthur Fama

DEPARTMENT	COUNCIL LIAISON
PLANNING BOARD	Councilman John Butler

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

- Lori Reibrich, Borough Administrator

With no Council comments, Council President White made motion for Council Assignments, seconded by Councilman Butler and unanimously carried.

	Mayor Nohilly	Council President White	Councilwoman Horowitz	Councilman Butler	Councilman Watson	Councilwoman Maloney	Councilman Fama
Motion to Approve		x					
Motion to Second				x			
Approved		x	x	x		x	x
Opposed							
Abstain/ Recuse							
Absent/ Excused					x		

At this time, Council President White made motion for Consent Agenda of Resolutions 2019-3 to 2019-35, seconded by Councilman Fama and unanimously carried.

	Mayor Nohilly	Council President White	Councilwoman Horowitz	Councilman Butler	Councilman Watson	Councilwoman Maloney	Councilman Fama
Motion to Approve		x					
Motion to Second							x
Approved		x	x	x		x	x
Opposed							
Abstain/ Recuse							
Absent/ Excused					x		

**8. RESOLUTION 2019-3: APPROVAL OF BOROUGH COUNCIL MEETING SCHEDULE FOR 2019**

**APPROVAL OF BOROUGH COUNCIL MEETING SCHEDULE FOR 2019**

**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 2019:

MONTH	DATE
<b>JANUARY***</b>	REORGANIZATION – 1/2/2019, 7 PM
	1/16/2019
<b>FEBRUARY</b>	2/20/2019
<b>MARCH *</b>	3/06/2019
	3/20/2019
<b>APRIL</b>	4/17/2019
<b>MAY</b>	5/15/2019
<b>JUNE</b>	6/19/2019
<b>JULY</b>	7/17/2019

<b>AUGUST</b>	8/21/2019
<b>SEPTEMBER</b>	9/18/2019
<b>OCTOBER</b>	10/16/2019
<b>NOVEMBER **</b>	11/13/2019
<b>DECEMBER</b>	12/18/2019
<b>**2019 REORGANIZATION = THURSDAY, JANUARY 2, 2020 7:00 p.m. with no workshop**</b>	

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

*\*\* 2<sup>nd</sup> Wednesday 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. The 2019 Reorganization Meeting was advertised with the 2018 Council Meeting Schedule.*

**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)

9. **RESOLUTION 2019-4: APPROVAL OF THE BOROUGH OF INTERLAKEN HOLIDAY SCHEDULE FOR 2019** (PURSUANT TO CBA & EMPLOYEE HANDBOOK)

**APPROVAL OF THE BOROUGH OF INTERLAKEN  
HOLIDAY SCHEDULE FOR 2019**

**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>
Tuesday, January 1, 2019	New Year's Day
Monday, January 21, 2019	Martin Luther King Day
Monday, February 18, 2019	President's Day
Friday, April 19, 2019	Good Friday
Monday, May 27, 2019	Memorial Day
Thursday, July 4, 2018	Independence Day
Monday, September 2, 2019	Labor Day
Monday, October 14, 2019	Columbus Day/Indigenous People's Day
Monday, November 11, 2019	Veteran's Day
Thursday & Friday November 28 & 29, 2019	Thanksgiving
Wednesday, December 25, 2019	Christmas

**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

10. **RESOLUTION 2019-5: AUTHORIZING AWARD OF 2019 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 2019 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, 2019 through December 31, 2019:

- 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
- 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

11. **RESOLUTION 2019-6: CONFIRMING 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, 2019 through December 31, 2019; 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

**12. RESOLUTION 2019-7: APPROVING APPOINTMENT OF THE EMERGENCY MANAGEMENT DEPUTY COORDINATORS NORMAN COTTRELL AND LT. MATTHEW SHARIN – 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 12/31/2019;

1. Norman Cottrell  
Public Works Foreman
2. Lieutenant Matthew Sharin  
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

**13. RESOLUTION 2019-8: 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, 2019, through December 31, 2019; 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

**14. RESOLUTION 2019-9: APPROVING APPOINTMENT OF SCOTT LOFTUS AS CODE ENFORCEMENT AND ZONING OFFICER – 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, 2019, through December 31, 2019; 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 2019-10: 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, 2019 to December 31, 2019; 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

**16. RESOLUTION 2019-11: 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, 2019 to December 31, 2019; 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

**17. RESOLUTION 2019-12: APPROVING APPOINTMENT OF WILLIAM COY AS INDOOR AIR QUALITY CONTROL OFFICER – ONE (1) YEAR TERM**

**APPROVING APPOINTMENT OF WILLIAM COY AS INDOOR AIR QUALITY CONTROL OFFICER**

**BE IT RESOLVED** by the Borough Council of the Borough of Interlaken that it hereby appoints William Coy as Indoor Air Quality Control Officer, effective January 1, 2019 through December 31, 2019; 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. Danskin Agency
3. J.A. Montgomery Risk Control
4. Lori Reibrich, Borough Administrator

18. **RESOLUTION 2019-13: APPROVING APPOINTMENT OF LORI REIBRICH AS COMMUNITY DEVELOPMENT REPRESENTATIVE AND WILLIAM COY AS THE ALTERNATE – ONE (1) YEAR TERM**

**APPROVING APPOINTMENTS OF LORI REIBRICH AS COMMUNITY DEVELOPMENT REPRESENTATIVE 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 Interlaken representative and William Coy as the alternate for the Community Development (CD) Representative with the County of Monmouth, effective January 1, 2019 through December 31, 2019; and

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

1. Lori Reibrich, Borough Administrator
2. William Coy, Finance Clerk/Administrative Assistant
3. Alexandra Jacinto, Community Development, Monmouth County

19. **RESOLUTION 2019-14: 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, 2019 through December 31, 2019; 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

20. **RESOLUTION 2019-15: 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 2019, with said terms expiring on December 31, 2019; and

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

1. Lori Reibrich, Borough Administrator
2. Monmouth County JIF
3. Chuck Cassagrande, Danskin Agency

**21. RESOLUTION 2019-16: APPROVING APPOINTMENT OF WILLIAM COY AS SAFETY COORDINATOR – ONE (1) YEAR TERM**

**APPROVING APPOINTMENT OF WILLIAM 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, 2019 through December 31, 2019; and

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

1. Danskin Agency
2. J.A. Montgomery Risk Control
3. Bill Coy, Safety Coordinator
4. Lori Reibrich, Borough Administrator

**22. RESOLUTION 2019-17: 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 William Coy as Webmaster for the Borough Website, effective January 1, 2019 through December 31, 2019; 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

**23. RESOLUTION 2019-18: 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 2019**

**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 Carolyn Roarty as the alternate representative, effective January 1, 2019 through December 31, 2019; and

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

1. Donald Nissim, Deal Lake Representative

2. Carolyn Roarty, Deal Lake Alternate
3. Deal Lake Commission
4. Lori Reibrich, Borough Administrator

**24. RESOLUTION 2019-19: APPROVING APPOINTMENT OF TONIA MCCUDDEN AS CLEAN COMMUNITIES COORDINATOR FOR 2019 – ONE YEAR TERM**

**APPROVING APPOINTMENT OF TONIA MCCUDDEN AS CLEAN COMMUNITIES COORDINATOR FOR 2019**

**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, 2019 through December 31, 2019; 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

**25. RESOLUTION 2019-20: 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	12/31/19
Rick Menditto	Class I	Concurrent w/ Mayor	12/31/19
Marguerite Dalton	Class II	Concurrent w/ other Board term	12/31/19
John Butler Council Liaison	Class III	Concurrent w/ Council Term	12/31/19
Thomas Papp	Class IV	4 years	12/31/22
Katherine Umfrid	Class IV	4 years	12/31/23
Richard Tilton	Class IV	4 years	12/31/21
Tom Wasilishen	Class IV	4 years	12/31/22
Jodi Heinz	Class IV	4 years	12/31/20
Doug Weaver	Class IV	4 years	12/31/20
Marianne Gatsch	Alternate	2 years	12/31/19
Amanda Kane	Alternate	2 years	12/31/19
Timothy Wentz	Alternate	2 years	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

**26. RESOLUTION 2019-21: 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, 2019 through December 31, 2019; 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

**27. RESOLUTION 2019-22: 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

**28. RESOLUTION 2019-23: AUTHORIZING ADOPTION OF THE 2019 TEMPORARY BUDGET**

**RESOLUTION ADOPTING 2019 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 \$575,173.00 does not exceed twenty-six and one-quarter (26.25) percent of the Local Budget Appropriations of the Borough of Interlaken for the year 2018, exclusive of any 2018 appropriations made for Debt Service and Capital Improvement Fund, and exclusive of 2019 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 2019 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

<b>2019 Temporary Budget</b>		
<b>Department</b>	<b>Salary &amp; Wage</b>	<b>Other Expenses</b>
MAYOR & COUNCIL OTHER EXPENSE		500.00
BOROUGH CLERK SALARY AND WAGES	34,344.00	
BOROUGH CLERK OTHER EXPENSE		4,320.00
FINANCE ADMIN SALARY & WAGES	17,934.00	
FINANCE ADMIN OTHER EXPENSE		3,480.00
TAX COLLECTOR SALARY & WAGES	9,828.00	
TAX COLLECTOR OTHER EXPENSE		4,270.00
TAX ASSESSOR SALARY & WAGES	1,620.00	
TAX ASSESSOR OTHER EXPENSE		1,040.00
LEGAL SERVICES		5,675.00
ENGINEERING - OTHER EXPENSE		2,174.00
PLANNING BOARD SALARIES & WAGES	945.00	
PLANNING BOARD OTHER EXPENSE		787.00
ZONING OFFICER SALARY AND WAGES	1,147.00	
CONSTRUCTION CODE SAL & WAGES	3,091.00	
CONSTRUCTION CODE OFFICIAL OE		218.00
ELECTRICAL SUB CODE SAL & WAGE	810.00	
PLUMBING SUB CODE SAL & WAGES	810.00	
FIRE SUB-CODE SAL & WAGES	567.00	
LIABILITY INSURANCE		10,282.00
WORKERS COMPENSATION INSURANCE		12,902.00
MEDICAL, DENTAL & DISABILITY		34,067.00
FIRE HYDRANT SERVICE		4,625.00
STREETS & ROADS SALARY & WAGES	61,456.00	
STREETS & ROAD OTHER EXPENSE		9,775.00
SHADE TREE COMMISSION		3,250.00
RECYCLING SALARIES AND WAGES	1,053.00	
RECYCLING OTHER EXPENSE		6,375.00
BUILDINGS & GROUNDS OTHER EXPENSE		5,275.00
VEHICLE MAINTENANCE OTHER EXPENSES		3,650.00
HEALTH & HUMAN SERVICES		1,770.00
VISITING NURSE ASSOC.INC.		175.00
HUMANE SOCIETY		650.00
MAINTENANCE OF PARKS OTHER EXPENSE		3,237.00
MUNI/CO LIBRARY SALARIES & WAGES	1,505.00	
ELECTRIC		4,025.00
STREET LIGHTING		6,650.00
TELEPHONE		4,025.00
WATER		1,855.00
NATURAL GAS		2,030.00
OCEAN TWP. SEWERAGE AUTHORITY		41,286.00
TOWNSHIP OF OCEAN GASOLINE		3,000.00
DUMPING FEES		4,750.00
SOCIAL SECURITY SYSTEM		12,336.00
FIRE /FIRST AID CONTRACT		9,300.00
GARBAGE & TRASH REMOVAL CONTR.		54,755.00
POLICE SERVICES - BOROUGH OF DEAL		177,554.00
Sub Totals	135,110.00	440,063.00
Total 2019 Temporary Budget		575,173.00

29. **RESOLUTION 2019-24: AUTHORIZING ESTABLISHMENT OF FEES, PENALTIES, AND INTEREST RATES FOR 2019**

**ESTABLISHING FEES, PENALTIES AND INTEREST FOR 2018**

**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, 2019.
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

30. **RESOLUTION 2019-25: AUTHORIZING THE TAX COLLECTOR TO CONDUCT A TAX LIEN SALE IN 2019**

**AUTHORIZING THE TAX COLLECTOR TO CONDUCT  
A TAX LIEN SALE IN 2019**

**WHEREAS**, there remains on the records and books of the Borough of Interlaken, delinquent taxes owing as of December 31, 2018; 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 2018 delinquent taxes on or before December 31, 2019.

**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

31. **RESOLUTION 2019-26: 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 2019 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 2019;

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

32. **RESOLUTION 2019-27: DESIGNATION OF THE OFFICAL 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.

33. **RESOLUTION 2019-28: 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 2019.

34. **RESOLUTION 2019-29: 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.

35. **RESOLUTION 2019-30: APPROVING APPOINTMENT TO THE SHADE TREE COMMISSION**

**APPROVING APPOINTMENT OF JANET CASSINI-PEPE TO THE SHADE TREE COMMISSION – UNEXPIRED TERM**

**BE IT RESOLVED** by the Borough Council of the Borough of Interlaken that it hereby confirms the appointment of Janet Cassini-Pepe to the Shade Tree Commission to fill the unexpired term of Ms. Jenni Wentz through 12/31/19 ; and

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

1. Ms. Janet Cassini- Pepe, 731 Raymere Avenue
2. Interlaken Shade Tree Commission
3. Lori Reibrich, Borough Administrator

34. **REPORTS/CORRESPONDENCE**

- ADMINISTRATION/FINANCE - No report.
- PUBLIC SAFETY - No report.
- STREETS & ROADS - No report.
- RECREATION ADVISORY COMMITTEE - No report.
- SHADE TREE COMMISSION – No report.
- PLANNING BOARD – Borough Clerk/Administrator Reibrich stated that the Planning Board meeting would be held on the 4<sup>th</sup> Monday of the month, January 28, 2019, due to the holiday.
- BOARD OF EDUCATION - No report.
- BOROUGH ADMINISTRATOR – None

35. **COMMENTS FROM THE PUBLIC**

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

36. **ADJOURNMENT**- With no Council comments, Council President White made a motion to adjourn, seconded by Councilwoman Horowitz and unanimously carried.

	Mayor Nohilly	Council President White	Councilwoman Horowitz	Councilman Butler	Councilman Watson	Councilwoman Maloney	Councilman Fama
Motion to Approve		x					
Motion to Second			x				
Approved		x	x	x		x	x
Opposed							
Abstain/ Recuse							
Absent/ Excused					x		

---

Lori Reibrich, RMC  
Borough Administrator/Clerk