

**BOROUGH OF INTERLAKEN  
MINUTES  
JANUARY 4, 2023  
7:00 P.M. AT BOROUGH HALL**

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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 members Butler, Delia, Franks, Blasucci

Also Present: Borough Administrator/Clerk Lori Reibrich

Absent: Council members Horowitz and DeSarno

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Mayor Nohilly welcomed everyone and wished everyone a Happy New Year.

1. **SWEARING IN OF MAYOR NOHILLY:** Municipal Clerk Reibrich administered the oath of office to re-elected Mayor Nohilly. Everyone extended their congratulations and thanked him for his continued service.
2. **SWEARING IN OF COUNCILWOMAN HOROWITZ:** Councilwoman Horowitz was unable to attend the meeting. Municipal Clerk Reibrich indicated that she would swear Councilwoman Horowitz in at the next meeting.
3. **SWEARING IN OF COUNCILMAN FRANKS:** Municipal Clerk Reibrich administered the oath of office. Everyone extended their congratulations.
4. **ROLL CALL BY MUNICIPAL CLERK:** With the swearing in completed, Municipal Clerk Reibrich took roll call for the first meeting of the year.

	Mayor Nohilly	Council President Butler	Councilwoman Horowitz	Councilman Delia	Councilman Franks	Councilman DeSarno	Councilman Blasucci
Present	<b>X</b>	<b>X</b>		<b>X</b>	<b>X</b>		<b>X</b>
Absent			<b>X</b>			<b>X</b>	

5. **PUBLIC COMMENT:** FOR AGENDA SPECIFIC ITEMS ONLY

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

6. **RESOLUTION 2024-1: APPOINTMENT OF 2024 COUNCIL PRESIDENT**  
**APPOINTMENT OF COUNCIL PRESIDENT**

**BE IT RESOLVED** by the Borough Council of the Borough of Interlaken that it hereby appoints as Council President for 2024.

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

1. Lori Reibrich, Borough Administrator

Mayor Nohilly opened the floor for nominations for the 2024 Council President. Councilman Franks nominated Councilman John Butler, seconded by Councilman Delia.

With no other nominations presented, Mayor Nohilly closed the floor.

Councilman Franks made a motion to appoint Councilman Butler as Council President, seconded by Councilwoman Delia and unanimously carried.

	Mayor Nohilly	Councilwoman Horowitz	Councilman Butler	Councilman Delia	Councilman Franks	Councilman DeSarno	Councilman Blasucci
Motion to Approve					X		
Motion to Second							
Approved			X	X	X		X
Opposed							
Abstain/ Recuse							
Absent/ Excused		X				X	

Municipal Clerk Reibrich administered the oath of office to Council President Butler. Council President Butler thanked Mayor and Council for their support. Mayor and Council extended congratulations and thanks to Council President Butler.

**CONSENT AGENDA: RESOLUTIONS 2023-4 THROUGH 2023-32**

Councilman Delia made a motion to approve the consent agenda, seconded by Councilman Franks and unanimously carried.

	Mayor Nohilly	Council President Butler	Councilwoman Horowitz	Councilman Delia	Councilman Franks	Councilman DeSarno	Councilman Blasucci
Motion to Approve				X			
Motion to Second					X		
Approved		X			X		X
Opposed							
Abstain/ Recuse							
Absent/ Excused			X			X	

7. **RESOLUTION 2024-2: APPROVAL OF BOROUGH COUNCIL ASSIGNMENTS FOR 2024**  
**APPROVAL OF COUNCIL ASSIGNMENTS FOR 2024**

**BE IT RESOLVED** by the Borough Council of the Borough of Interlaken that it hereby confirms the following council assignments for 2024:

COMMITTEE	LIAISON
ADMINISTRATION & FINANCE	Councilwoman Mindy Horowitz – <b>Chair</b>
	Councilman John Butler
	Councilman Michael DeSarno

COMMITTEE	LIAISON
PUBLIC SAFETY &	Councilman Michael Delia - <b>Chair</b>
CONSTRUCTION INSPECTION	Councilman Mervin Franks
	Councilman Leonard Blasucci

COMMITTEE	LIAISON
STREETS, ROADS & SEWERS	Councilman Mervin Franks – <b>Chair</b>
	Councilman John Butler
	Councilman Michael Delia

DEPARTMENT	COUNCIL LIAISON
BOARD OF EDUCATION	Councilman Michael DeSarno

DEPARTMENT	COUNCIL LIAISON
SHADE TREE COMMISSION	Councilwoman Mindy Horowitz

DEPARTMENT	COUNCIL LIAISON
PLANNING BOARD	Councilman Leonard Blasucci

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

1. Lori Reibrich, Borough Administrator

8. **RESOLUTION 2023-4: APPROVAL OF THE BOROUGH COUNCIL MEETING SCHEDULE FOR 2024**

**APPROVAL OF BOROUGH COUNCIL MEETING SCHEDULE FOR 2024**

**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 2024:

<b>MONTH</b>	<b>DATE</b>
<b>JANUARY****</b>	REORGANIZATION – 1/2/2023, 7 PM
	1/17/2024
<b>FEBRUARY</b>	2/21/2024
<b>MARCH *</b>	3/06/2024 03/20/2024
<b>APRIL</b>	4/17/2024
<b>MAY</b>	5/15/2024
<b>JUNE</b>	6/19/2024
<b>JULY</b>	7/17/2024
<b>AUGUST</b>	8/21/2024
<b>SEPTEMBER</b>	9/18/2024
<b>OCTOBER</b>	10/16/2024
<b>NOVEMBER</b>	11/13/2024

<b>DECEMBER</b>	12/18/2024
<b>2025 REORGANIZATION - THURSDAY, JANUARY 2, 2025, 7:00 p.m. with no workshop</b>	

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

*\*\* Second (2<sup>nd</sup>) week of the month due to annual conference.*

*\*\*\*\* NJ State Statute allows the annual reorganization to commence within the first seven days of the calendar year. The 2024 Reorganization Meeting was advertised with the 2023 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 2024-4:** APPROVAL OF THE BOROUGH OF INTERLAKEN HOLIDAY SCHEDULE FOR 2024

**APPROVAL OF THE BOROUGH OF INTERLAKEN**

**HOLIDAY SCHEDULE FOR 2024**

**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>
Monday, January 1, 2024	New Year's Day – (Observed)
Monday, January 15, 2024	Martin Luther King Day
Monday, February 19, 2024	President's Day
Friday, March 29, 2024	Good Friday
Monday, May 27, 2024	Memorial Day
Friday, June 21, 2024	Juneteenth Day (NJ observed)
Thursday, July 4, 2024	Independence Day
Monday, September 2, 2024	Labor Day
Monday, October 14, 2024	Columbus Day/Indigenous People's Day
Friday, November 11, 2024	Veteran's Day – (Observed)
Thursday & Friday November 28 & 29, 2024	Thanksgiving
Wednesday, December 25, 2024	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 2024-5: AUTHORIZING AWARD OF THE 2024 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 2023 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, 2024 through December 31, 2024:

- 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. Kevin Kennedy, Esq.  
Kevin Kennedy Law, LLC  
Planning Board Attorney
- Mr. Robert A. Hulsart, CPA  
Robert A. Hulsart and Company  
Borough Auditor
- Associated Humane Society  
Animal Control Services
- Mr. 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 2024-6:** 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, 2024, through December 31, 2024; and

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

1. Lori Reibrich, Borough Administrator/Clerk
2. Joseph Zanga, Chief Financial Officer

12. **RESOLUTION 2024-7:** APPROVING APPOINTMENT OF JOSEPH ZANGA AS BOROUGH  
TREASURER ONE (1) YEAR TERM  
**APPROVING APPOINTMENT OF JOSEPH ZANGA AS THE BOROUGH  
TREASURER – ONE YEAR TERM**

**BE IT RESOLVED** by the Borough Council of the Borough of Interlaken that it hereby reappoints Joseph Zanga as Borough Treasurer, for a one-year term from January 1, 2024 to December 31, 2024; and

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

1. Lori Reibrich, Borough Administrator/Clerk
2. Joseph Zanga, CFO

13. **RESOLUTION 2024-8:** APPROVING APPOINTMENTS TO THE MONMOUTH COUNTY REGIONAL HEALTH COMMISSION #1 – LORI REIBRICH AS COMMISSIONER AND WILLIAM COY AS ALTERNATE

**APPROVING APPOINTMENTS OF LORI REIBRICH AS**

**MONMOUTH COUNTY REGIONAL HEALTH COMMISSION #1 COMMISSIONER  
AND WILLIAM COY AS THE ALTERNATE COMMISSIONER**

**BE IT RESOLVED** by the Borough Council of the Borough of Interlaken that it hereby appoints Lori Reibrich as the Interlaken Commissioner and William Coy as the alternate for the Monmouth County Regional Health Commission #1, effective January 1, 2024 through December 31, 2024; 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. Marita Kresge, MCRHC Secretary

14. **RESOLUTION 2024-9:** APPROVING APPOINTMENTS 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 12/31/2024;

1. Norman Cottrell  
Public Works Foreman

2. Patrolman Nick Dowling  
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

15. **RESOLUTION 2024-10:** 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, 2024, through December 31, 2024; 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

16. **RESOLUTION 2024-11:** APPROVING APPOINTMENT OF FRANK DIROMA AS CODE ENFORCEMENT OFFICER AND ZONING OFFICER – ONE (1) YEAR TERM

**APPROVING APPOINTMENT OF FRANK DIROMA AS**

**CODE ENFORCEMENT AND ZONING OFFICER**

**BE IT RESOLVED** by the Borough Council of the Borough of Interlaken that it hereby reappoints Frank DiRoma as Code Enforcement and Zoning Officer for the Borough of Interlaken effective January 1, 2024, to December 31, 2024; and

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

1. Lori Reibrich, Borough Administrator
2. Frank DiRoma, Code Enforcement/Zoning Officer

17. **RESOLUTION 2024-12:** APPROVING APPOINTMENT OF GINA KNESER AS DEPUTY MUNICIPAL 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, 2024 to December 31, 2024; 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 2024-13: 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, 2024 through December 31, 2024; 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

**19. RESOLUTON 2024-14: 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, 2024, through December 31, 2024; 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. Debbie Dovedytis, Community Development, Monmouth County

20. **RESOLUTION 2024-15**: APPROVING APPOINTMENT OF THE PUBLIC AGENCY AFFIRMATIVE ACTION COMPLINACE OFFICER, LORI REIBRICH – ONE 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, 2024 through December 31, 2024; 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 2024-16**: 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 2024, with said terms expiring on December 31, 2024; 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

22. **RESOLUTION 2024-17**: APPROVING APPOINTMENT OF WILLIAM COY AS SAFETY COORIDINATOR – 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, 2024, through December 31, 2024; 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

23. **RESOLUTION 2024-18:** 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, 2024 through December 31, 2024; 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 2024-19:** APPROVING APPOINTMENT OF CAROLYN ROARTY AS THE DEAL LAKE COMMISSION REPRESENTATIVE FOR INTERLAKEN – ONE (1) YEAR TERM

**APPROVING APPOINTMENT OF DEAL LAKE COMMISSION  
REPRESENTATIVE AND ALTERNATE FOR 2024**

**BE IT RESOLVED** by the Borough Council of the Borough of Interlaken that it hereby reappoints Carolyn Roarty as the Deal Lake Commission Representative and Steven Merlin as the alternate representative, effective January 1, 2024 through December 31, 2024; and

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

1. Carolyn Roarty, Deal Lake Representative
2. Steven Merlin, Deal Lake Alternate
3. Deal Lake Commission
4. Lori Reibrich, Borough Administrator

25. **RESOLUTION 2024-20:** APPROVING APPOINTMENT OF LORI REIBRICH AS CLEAN COMMUNITIES COORDINATOR – ONE (1) YEAR TERM

**APPROVING APPOINTMENT OF LORI REIBRICH AS CLEAN COMMUNITIES COORDINATOR FOR 2023**

**BE IT RESOLVED** by the Borough Council of the Borough of Interlaken that it hereby appoints Lori Reibrich as Clean Communities Coordinator, effective January 1, 2024 through December 31, 2024; and

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

1. Lori Reibrich, Borough Administrator

26. **RESOLUTION 2024-21:** 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, 2024 through December 31, 2024; 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 2024-22:** APPROVING BOROUGH OF INTERLAKEN'S CASH MANAGEMENT PLAN

**APPROVING THE BOROUGH OF INTERLAKEN'S CASH MANAGEMENT PLAN**

**WHEREAS**, NJS A 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 2022-23:** AUTHORIZING ADOPTION OF THE 2023 TEMPORARY BUDGET

**RESOLUTION ADOPTING 2024 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 \$ 710,500.00 does not exceed twenty-six and one-quarter (26.25) percent of the Local Budget Appropriations of the Borough of Interlaken for the year 2023, exclusive of any 2023 appropriations made for Debt Service and Capital Improvement Fund, and exclusive of 2023 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 2024 be adopted.

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

1. Joseph Zanga, CFO
2. Lori Reibrich, Borough Administrator
3. Borough Auditor

29. **RESOLUTION 2023-24:** AUTHORIZING ESTABLISHMENT OF FEES, PENALTIES, AND INTEREST RATES OF 2024

**ESTABLISHING FEES, PENALTIES AND INTEREST FOR 2024**

**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, 2024.
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. Joseph Zanga, Chief Financial Officer
2. Tina McDermott, Tax Collector
3. Robert Hulsart, Borough Auditor
4. Lori Reibrich, Borough Administrator

30. **RESOLUTION 2024-25:** AUTHORIZING THE TAX COLLECTOR TO CONDUCT A TAX LIEN SALE IN 2024

**AUTHORIZING THE TAX COLLECTOR TO CONDUCT  
A TAX LIEN SALE IN 2024**

**WHEREAS**, there remains on the records and books of the Borough of Interlaken, delinquent taxes owing as of December 31, 2024; 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 2024 delinquent taxes on or before December 31, 2024.

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

1. Tina McDermott, Tax Collector
2. Joseph Zanga, CFO
3. Lori Reibrich, Borough Administrator

31. **RESOLUTION 2023-26:** 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 2023 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 2023;

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. Joseph Zanga, CFO
2. Lori Reibrich, Borough Administrator

32. **RESOLUTION 2023-27: 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.



33. **RESOLUTION 2023-28:** 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 2023.

34. **RESOLUTION 2023-29:** 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 2023-30:** APPROVING APPOINTMENTS TO THE SHADE TREE COMMISSION

**APPROVING APPOINTMENTS OF SHADE TREE COMMISSION**

**BE IT RESOLVED** by the Borough Council of the Borough of Interlaken that it hereby confirms that the following appointments are hereby confirmed to the Shade Tree Commission:

<b>Name</b>	<b>Term</b>
Marguerite Dalton	12/31/2024
Peter Hughes	12/31/2024
John Insabella	12/31/2024
Linda Fikus	12/31/2024
John Finn	12/31/2024
David Sobotka	12/31/2026
Charles Santoro	12/31/2025
Janet Cassini-Pepe	12/31/2028

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

1. All members so appointed
2. Interlaken Shade Tree Commission Secretary

3. Lori Reibrich, Borough Administrator

36. **RESOLUTION 2023-31:** GOVERNING BODY CERTIFICATION WITH EEOC

**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH UNITED STATES EQUAL OPPORTUNITY COMMISSION’S “ENFORCEMENT GUIDANCE ON THE CONSIDERATION OF ARREST AND CONVICTION RECORDS IN EMPLOYMENT DECISIONS UNDER TITLE VII OF THE CIVIL RIGHTS ACT OF 1964”**

**WHEREAS**, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit’s hiring practices comply with the United States Equal Employment Opportunity Commission’s “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964,” *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

**WHEREAS**, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit’s hiring practices as they pertain to the consideration of an individual’s criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

**NOW, THEREFORE BE IT RESOLVED**, That the Borough Council of the Borough of Interlaken, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit’s hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

37. **RESOLUTION 2024-32:** 2024 SALARY RESOLUTION

**2024 SALARY RESOLUTION**

**WHEREAS**, on August 16, 2023, the Borough of Interlaken adopted an updated 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 2024 calendar year:

NAME	POSITION	ANNUAL SALARY
<b><u>Governing Body</u></b>		
Michael J. Nohilly	Mayor	\$0
John Butler	Council President	\$0
Mindy Horowitz	Councilwoman	\$0

Mervin Franks	Councilman	\$0
Michael Delia	Councilman	\$0
Michael DeSarno	Councilman	\$0
Vacancy	Councilman	\$0

**Full-Time Employees**

Lori Reibrich	Administrator/ Borough Clerk	\$128,742
Gina Kneser	Deputy Clerk/Deputy Tax Collector/ Construction Clerk	\$ 56,843
Bill Coy	Finance Clerk/Administrative Assistant	\$ 57,190
Public Works	DPW Foreman/Recycling Coordinator	Paid per Union Contract
Public Works	DPW Laborers	Paid per Union Contract

**Part-Time Employees**

Joseph Zanga	Chief Financial Officer	\$32,445
Tina McDermott	Tax Collector	\$10,815
Alex Worth	Tax Assessor	\$20,600
Eric Sudia	Electrical Inspector	\$ 6,957
Frank DiRoma	Zoning and Code Enforcement Officer	\$ 7,536
Thomas Haege	Construction Code Official	\$ 9,275
Thomas Haege	Fire Subcode Official	\$ 2,498
Ryan Backes	Plumbing Subcode Official	\$ 6,180
Ronald Vigliotti	Building Sub Code Official,	\$ 7,536
Vicki Labella	Librarian	\$ 6,647
Gina Kneser	Planning Board Secretary	\$ 3,786
Per-Diem Subcode Official	Temp or Covering Subcode Official	\$150 per day upon call

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

39. **ADJOURNMENT:** With no further comments, Councilman Franks made a motion to adjourn and seconded by Council President Butler.

	Mayor Nohilly	Council President Butler	Councilwoman Horowitz	Councilman Delia	Councilman Franks	Councilman DeSarno	Councilman Blasucci
Motion to Approve				X			
Motion to Second					X		
Approved		X		X	X		X
Opposed							
Abstain/ Recuse							
Absent/ Excused			X			X	

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Lori Reibrich, RMC  
Borough Administrator/Clerk

