

**BOROUGH OF INTERLAKEN
MINUTES
JANUARY 5, 2022
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 Butler, Council members: Franks, DeSarno

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

Absent: Councilmembers Horowitz & Delia/ Council Vacancy

WELCOME ADDRESS BY MAYOR NOHILLY: Mayor Nohilly wished everyone a Happy New Year. He thanked everyone for a great year last year and is looking forward to another year of projects and celebration of the 100th year of Interlaken.

1. **SWEARING IN OF COUNCILMAN MICHAEL DELIA:** Councilman Delia was unable to attend the swearing in and reorganization meeting. Borough Clerk/Administrator Reibrich stated that she would add the swearing in of Councilman Delia to the next meeting.

2. **SWEARING IN OF COUNCILMAN MICHAEL DESARNO:**

Borough Clerk/Administrator Reibrich administered the Oath of Office to Councilman DeSarno

Borough Clerk/Administrator Reibrich t

3. **ROLL CALL BY BOROUGH CLERK**

	Mayor Nohilly	Council President Butler	Councilwoman Horowitz	Councilman Delia	Councilman Franks	Councilman DeSarno	Vacancy
Present	X	X			X	X	
Absent			X	X			

4. **PUBLIC COMMENT** – AGENDA SPECIFIC ITEMS ONLY

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

5. RESOLUTION 2022-1: APPOINTMENT OF 2022 COUNCIL PRESIDENT

APPOINTMENT OF COUNCIL PRESIDENT

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby appoints Councilman John Butler as Council President for 2022.

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 Council President nominations. Councilman Franks nominated John Butler, seconded by Councilman DeSarno.

Mayor Nohilly closed the floor to nominations.

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

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

Oath of office for Council President will be administered to Council President Butler by Borough Clerk/Administrator Reibrich in the office.

Council President Butler thanked the Council for the support. Mayor Nohilly and Council members congratulated Council President Butler.

CONSENT AGENDA: RESOLUTIONS 2021-2 THROUGH 2021-31

With no Council comments regarding resolutions 2022-2 through 2022-31, Councilman Franks made motion to approve, seconded by Council President Butler and unanimously carried.

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

6. RESOLUTION 2022-2: APPROVAL OF BOROUGH COUNCIL ASSIGNMENTS FOR 2022

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 2022:

COMMITTEE	LIAISON
ADMINISTRATION & FINANCE	Councilwoman Mindy Horowitz – Chair
	Councilman John Butler
	Councilman Michael DeSarno

COMMITTEE	LIAISON
PUBLIC SAFETY & CONSTRUCTION INSPECTION	Councilman Michael Delia - Chair
	Councilman Mervin Franks
	Councilman Michael DeSarno

COMMITTEE	LIAISON
STREETS, ROADS & SEWERS	Councilman Mervin Franks – Chair
	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 John Butler

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

1. Lori Reibrich, Borough Administrator

7. RESOLUTION 2022-3: APPROVAL OF BOROUGH COUNCIL MEETING SCHEDULE FOR 2022

APPROVAL OF BOROUGH COUNCIL MEETING SCHEDULE FOR 2022

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 2022:

MONTH	DATE
JANUARY****	REORGANIZATION – 1/5/2022, 7 PM
	1/19/2022
FEBRUARY	2/16/2022
MARCH *	3/02/2022
	3/16/2022
APRIL	4/20/2022
MAY	5/18/2022
JUNE	6/15/2022
JULY	7/20/2022
AUGUST	8/17/2022
SEPTEMBER	9/21/2022
OCTOBER	10/19/2022
NOVEMBER ***	11/09/2022
DECEMBER	12/21/2022
2022 REORGANIZATION - WEDNESDAY, JANUARY 4, 2023 7:00 p.m. with no workshop	

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

****2nd 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 2022 Reorganization Meeting was advertised with the 2021 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)

8. RESOLUTION 2022-4: APPROVAL OF THE BOROUGH OF INTERLAKEN HOLIDAY SCHEDULE FOR 2022 (PURSUANT TO CBA & EMPLOYEE HANDBOOK)

**APPROVAL OF THE BOROUGH OF INTERLAKEN
HOLIDAY SCHEDULE FOR 2022**

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:

HOLIDAY	DATES CLOSED
Friday, December 31, 2021	New Year's Day
Monday, January 17, 2022	Martin Luther King Day
Monday, February 21, 2022	President's Day
Friday, April 15, 2022	Good Friday
Monday, May 30, 2022	Memorial Day
Monday, June 20, 2022	Juneteenth Day
Monday, July 4, 2022	Independence Day
Monday, September 5, 2022	Labor Day
Monday, October 10, 2022	Columbus Day/Indigenous People's Day
Friday, November 11, 2022	Veteran's Day
Thursday & Friday November 24 & 25, 2022	Thanksgiving
Monday, December 26, 2022	Christmas (Observed)

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 2022-5: AUTHORIZING AWARD OF 2022 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 2021 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, 2022 through December 31, 2022:

- 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
- 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:

4. All professionals so named in this resolution
5. Chief Financial Officer
6. Borough Administrator

10. RESOLUTION 2022-6: 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, 2022, through December 31, 2022; 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 2022-7: APPROVING APPOINTMENT OF JOSEPH ZANGA AS CHIEF FINANCIAL OFFICER – FOUR (4) YEAR TERM

CONFIRMING APPOINTMENT OF JOSEPH ZANGA AS CHIEF FINANCIAL OFFICER

WHEREAS, pursuant to N.J.S.A. 40A:9-140.10, in every municipality there shall be a Chief Financial Officer appointed by the Governing Body of the municipality; and

WHEREAS, the term of office shall be four (4) years, which shall run from January 1 in the year in which the Chief Financial Officer is appointed; and

WHEREAS, Stephen Gallagher retired on December 31, 2022 after many years of dedicated service; and

WHEREAS, the Borough Administrator, Mayor and Council President have discussed and agreed upon a suitable replacement.

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby appoints Joseph Zanga as Chief Financial Officer for the Borough of Interlaken retroactive to January 1, 2022, with an annual starting salary of \$30,000 with said term expiring on December 31, 2025; and

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

1. Lori Reibrich, Borough Administrator
2. Joseph Zanga, Chief Financial Officer
3. Robert Hulsart, Sr., Borough Auditor

12. RESOLUTION 2022-8: 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, 2022 to December 31, 2022; 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 2022-9: APPROVING THE APPOINTMENT OF TINA MCDERMOTT AS BOROUGH TAX COLLECTOR – FOUR (4) YEAR TERM

**CONFIRMING APPOINTMENT OF TINA MCDERMOTT
AS BOROUGH TAX COLLECTOR – FOUR (4) YEAR TERM**

WHEREAS, N.J.S.A. 40A:9-142 provides that every municipal tax collector shall hold office for a term of four (4) years from the first day of January next following their appointment. Vacancies other than due to expiration of term shall be filled by appointment for the unexpired term; and

WHEREAS, tenured Borough Tax Collector, Stephen Gallagher, retired on December 31, 2022 after many years of dedicated service;

WHEREAS, the Borough Administrator, Mayor and Council President have discussed and agreed upon a suitable replacement; and

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby appoints Tina McDermott as the Tax Collector for the Borough of Interlaken retroactive to January 1, 2022, with an annual starting salary of \$10,000 with said term expiring on December 31, 2025; and

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

7. Lori Reibrich, Borough Administrator
8. Tina McDermott, Tax Collector
9. Robert Hulsart, Sr., Borough Auditor

14. RESOLUTION 2022-10: 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 12/31/2022;

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

15. RESOLUTION 2022-11: 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, 2022, through December 31, 2022; 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 2022-12: APPROVING APPOINTMENT OF FRANK DIROMA AS CODE ENFORCEMENT 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, 2022 to December 31, 2022; 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 2022-13: 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, 2022 to December 31, 2022; 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 2022-14: 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, 2022 through December 31, 2022; 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. RESOLUTION 2022-15: 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, 2022 through December 31, 2022; 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 2022-16: 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, 2022 through December 31, 2022; 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 2022-17: 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 2022, with said terms expiring on December 31, 2022; 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 2022-18: 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, 2022 through December 31, 2022; 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 2022-19: 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 William Coy as Webmaster for the Borough Website, effective January 1, 2022 through December 31, 2022; 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 2022-20: 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 2022**

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, 2022 through December 31, 2022; 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 2022-21: APPROVING APPOINTMENT OF LORI REIBRICH AS CLEAN COMMUNITIES COORDINATOR FOR 2021 – ONE YEAR TERM

APPROVING APPOINTMENT OF LORI REIBRICH AS CLEAN COMMUNITIES COORDINATOR FOR 2022

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, 2022 through December 31, 2022; and

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

1. Lori Reibrich, Borough Administrator

26. RESOLUTION 2022-22: 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, 2022 through December 31, 2022; 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 2022-23: 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 2022-24: AUTHORIZING ADOPTION OF THE 2022 TEMPORARY BUDGET

RESOLUTION ADOPTING 2022 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 \$833,938.00 does not exceed twenty-six and one-quarter (26.25) percent of the Local Budget Appropriations of the Borough of Interlaken for the year 2021, exclusive of any 2021 appropriations made for Debt Service and Capital Improvement Fund, and exclusive of 2022 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 2022 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 2022-25: AUTHORIZING ESTABLISHMENT OF FEES, PENALTIES, AND INTEREST RATES FOR 2022

ESTABLISHING FEES, PENALTIES AND INTEREST FOR 2022

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, 2022.
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:

5. Joseph Zanga, Chief Financial Officer
6. Tina McDermott, Tax Collector
7. Robert Hulsart, Borough Auditor
8. Lori Reibrich, Borough Administrator

30. RESOLUTION 2022-26: AUTHORIZING THE TAX COLLECTOR TO CONDUCT A TAX LIEN SALE IN 2022

**AUTHORIZING THE TAX COLLECTOR TO CONDUCT
A TAX LIEN SALE IN 2022**

WHEREAS, there remains on the records and books of the Borough of Interlaken, delinquent taxes owing as of December 31, 2021; 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 2021 delinquent taxes on or before December 31, 2022.

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 2022-27: 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 2022 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 2022;

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 2022-28: 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 2022-29: 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 2022.

34. RESOLUTION 2022-30: 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 2022-31: 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:

Name	Term
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	12/31/2022 (filling unexpired term)
Charles Santoro	12/31/2025

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. COMMENTS FROM THE PUBLIC

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

37. ADJOURNMENT

With no further comments, Councilman Franks made a motion to adjourn, seconded by Councilman DeSarno and unanimously carried.

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

Lori Reibrich, RMC
Borough Administrator/Clerk