

**BOROUGH OF INTERLAKEN
MINUTES
JANUARY 21, 2015
7:30 P.M. AT BOROUGH HALL**

The meeting of the Borough of Interlaken was called to order at 7:37 p.m., by Mayor Nohilly. It was followed by a salute to the flag and a moment of silence. “The notice of the requirements of the Open Public Meetings Act has been satisfied by forwarding annual notice to the Coaster and Asbury Park Press. A copy of the annual notice is posted on the Borough bulletin board and is on file in the Borough Clerk’s office.”

Present: Mayor Nohilly, Council President White, Council members: Franks, Gunn, Handerhan, Horowitz, Miller

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

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

Mr. Rob Wolf, 511 Grassmere Avenue, found it interesting that the Council meetings were going to be one a month. Mr. Wolf gave some historical background regarding meetings and stated that in his experience, as past Mayor, he did not see how all the work could get done in one meeting a month. Mr. Wolf also stated there may be issues with meeting quorums.

Mr. Robert Napoli, 515 Windermere Avenue, gave background information regarding meeting schedules and his experience as Councilman. Mr. Napoli expressed concerns about the reduction in the number of meetings. Mr. Napoli stated that the change would reduce the public’s effectiveness and their ability to have a public opinion. It would not allow the people inclusion. It jams all issues into one meeting. Mr. Napoli feels it is not good for the people. Mr. Napoli stated that the meetings should not be at the convenience of Council. It should be for the people.

Mayor Nohilly stated that there will still be a workshop and a meeting every month. The business topics for the last 24 months were looked at and the meeting schedule has been set to effectively run the Borough. The meetings are scheduled strategically throughout 2015 based on the workload. The schedule was unanimously decided by Council.

Mr. Napoli, Mr. Wolf and Council had a brief discussion about the reasons for the Rules of Order being on the meeting agenda.

With no further public comment, Mayor Nohilly closed the floor.

2. APPROVAL OF MINUTES: DECEMBER 17, 2014 - WORKSHOP & REGULAR

Councilman Franks MOTIONED to approve minutes, seconded by Councilwoman Horowitz. With no Council comment the motion carried.

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

3. APPROVAL OF MINUTES: JANUARY 7, 2015 – REORGANIZATION MEETING

Councilman Handerhan MOTIONED to approve minutes, seconded by Councilman Franks. With no Council comment the motion carried.

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

4. RESOLUTION 2015-9: (Tabled from 1/7/15 reorganization meeting) APPROVING APPOINTMENT OF THE EMERGENCY MANAGEMENT DEPUTY COORDINATORS NORMAN COTTRELL AND DALE WONG – 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 12/31/2015;

1. Norman Cottrell
Public Works Foreman
2. Dale Wong
401 Buttermere Avenue

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

Councilman Franks MOTIONED to approve resolution, seconded by Councilman Gunn. With no Council comment the motion carried.

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

5. RESOLUTION 2015-32: (Amended from 1/17/15 reorganization meeting for approved meeting date changes) 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.

Council President White MOTIONED to approve resolution, seconded by Councilwoman Horowitz. With no Council comment the motion carried.

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

6. ORDINANCE 2015-1: AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK PURSUANT TO NJSA 40A:4-45.14

**CALENDAR YEAR 2015
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 1.5% unless authorized by ordinance to increase it to 3.5% over the previous year’s final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Borough Council of the Borough of Interlaken in the County of Monmouth finds it advisable and necessary to increase its CY 2015 budget by up to 3.5% over the previous year’s final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Borough Council hereby determines that a 2% increase in the budget for said year, amounting to \$19,983.44 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Borough Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Borough Council of the Borough of Interlaken, in the County of Monmouth, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2015 budget year, the final appropriations of the Borough of Interlaken shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$34,971.02, and that the CY 2015 municipal budget for the Borough of Interlaken be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Councilman Gunn MOTIONED to approve ordinance, seconded by Councilman Franks. With no Council comment the motion carried.

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

MAYOR SET THE PUBLIC HEARING FOR FEBRUARY 18, 2015

7. RESOLUTION 2015-34: APPROVING APPOINTMENT OF EMERGENCY MANAGEMENT DEPUTY COORDINATOR EARL ALEXANDER – ONE (1) YEAR TERM

APPROVING APPOINTMENT OF EMERGENCY MANAGEMENT DEPUTY COORDINATOR – 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 12/31/2015;

3. Earl Alexander
Captain, Deal Police Department

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

5. Monmouth County Office of Emergency Management
6. Chief Ronen Neuman, Coordinator, Office of Emergency Management
7. Deputy Coordinators, Office of Emergency Management
8. Borough Administrator

Councilman Franks MOTIONED to approve resolution, seconded by Councilwoman Horowitz. With no Council comment the motion carried.

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

8. RESOLUTION 2015-35: APPROVING APPOINTMENT OF THE 2015 DEAL LAKE COMMISSION ALTERNATE REPRESENTATIVE DAVID DELASSIO – ONE (1) YEAR TERM

APPROVING APPOINTMENT OF DEAL LAKE COMMISSION ALTERNATE REPRESENTATIVE FOR 2015

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby appoints David D'Alessio as the Deal Lake Commission Representative, effective retroactive January 1, 2015 through December 31, 2015; and

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

1. David D'Alessio, Alternate DLC Representative
2. Deal Lake Commission
3. Lori Reibrich, Borough Administrator

Council President White MOTIONED to approve resolution, seconded by Councilman Gunn. With no Council comment the motion carried.

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

9. RESOLUTION 2015-36: APPROVING THE 2015 SHADE TREE REAPPOINTMENTS

**APPROVING REAPPOINTMENTS FOR
2015 SHADE TREE COMMISSION**

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby reappoints the individuals listed below to the Shade Tree Commission for the following terms:

Marguerite Dalton – Co-Chairwoman	term to expire 12/31/2019
Christine Papp – Co- Chairwoman	term to expire 12/31/2019
Peter Hughes – Member	term to expire 12/31/2019
John Insabella – Member	term to expire 12/31/2019

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

1. Mrs. Marguerite Dalton, Co- Chairwoman
2. Shade Tree Commission

Council President White MOTIONED to approve resolution, seconded by Councilman Gunn. With no Council comment the motion carried.

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

10. RESOLUTION 2015-37: 2015 SALARY RESOLUTION

2015 SALARY RESOLUTION

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

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

NOW, THEREFORE, BE IT RESOLVED that the following base salaries be approved for the 2015 calendar year:

NAME	POSITION	ANNUAL SALARY
<u>Governing Body</u>		
Michael J. Nohilly	Mayor	\$0
Robert White	Council President	\$0
Keith Miller	Councilman	\$0
William Handerhan	Councilman	\$0
Mervin Franks	Councilman	\$0
John Gunn	Councilman	\$0
Mindy Horowitz	Councilman	\$0
<u>Full-Time Employees</u>		
Lori Reibrich	Administrator/Acting Borough Clerk	\$60,178
Gina Kneser	Deputy Clerk/Deputy Tax Collector/ Construction Clerk	\$35,368
Bill Coy	Finance Clerk/Administrative Assistant/ Court Assistant	\$43,097
Norman Cottrell	DPW Foreman/Recycling Coordinator	Paid per Union Contract
Anthony Travers	DPW Laborer	Paid per Union Contract
Gene Carafa	DPW Laborer	Paid per Union Contract
<u>Part-Time Employees</u>		
Stephen Gallagher	Chief Financial Officer/Tax Collector	\$27,374
Alex Worth	Tax Assessor	\$ 4,751
Paul Vitale	Construction Official/Electrical Inspector	\$ 7,349
Thomas Haege	Fire Subcode Official	\$ 1,912
Sal Farruggia	Plumbing Subcode Official	\$ 2,169
Sal Massaro	Building Subcode Official / Zoning & Code Enforcement Officer	\$ 7,483
Vicki Labella	Librarian	\$ 5,093
Gina Kneser	Planning Board Secretary	\$ 3,500
Mary Sullivan	Librarian – Part Time	\$12.00 per hour
George Cieri	Magistrate	\$10,286
Patricia Weaver	Court Administrator	\$14,391
Lisa Casler	Court Assistant/Violations Clerk	\$100 per session

Councilman Gunn MOTIONED to approve resolution, seconded by Councilman Miller. With no Council comment the motion carried.

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

11. RESOLUTION 2015-38: AUTHORIZING A REQUEST FOR PROPOSAL

AUTHORIZING BOROUGH CLERK TO RECEIVE REQUEST FOR PROPOSALS FOR CONSULTING SERVICES FOR FEASIBILITY STUDY

WHEREAS, on November 12th, 2014 the Governing Body of the Borough of Interlaken held an open joint meeting with the Village of Loch Arbour; and

WHEREAS, at the joint meeting Loch Arbour made a presentation regarding a potential municipal consolidation of the Village of Loch Arbour into the Borough of Interlaken; and

WHEREAS, the Borough Council of the Borough of Interlaken desires to perform a municipal consolidation feasibility study to evaluate potential benefits and risks to the Borough of Interlaken;

NOW THEREFORE BE IT RESOLVED that the Borough Administrator/Municipal Clerk and the Borough Attorney are authorized to seek Request for Proposals (RFP) from a qualified consultant that has experience in municipal consolidation to perform said feasibility study;

Council President White MOTIONED to approve resolution, seconded by Councilman Gunn. With no Council comment the motion carried.

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

12. RESOLUTION 2015-39: PAYMENT OF THE BILLS

BOROUGH OF INTERLAKEN BILL LIST REPORT FOR BOROUGH COUNCIL APPROVAL

DATE SPAN	TOTAL
12/01/14-01/20/15	\$76,364.50

WHEREAS, law requires listing of all bills approved for payment; and

WHEREAS, certification of available funds from the Chief Municipal Finance Officer has been made; and

WHEREAS, the total bill list for the regular meeting dated January 21, 2015 is in the amount of Seventy Six Thousand, Three Hundred and Sixty-Four Dollars and Fifty Cents; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council, of the Borough of Interlaken, that the CFO is hereby authorized to pay said bill list.

Council President White MOTIONED to approve resolution, seconded by Councilman Gunn. With no Council comment the motion carried.

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

13. REPORTS/CORRESPONDENCE

- ADMINISTRATION/FINANCE - No report.
- PUBLIC SAFETY – No report.

- STREETS & ROADS - No report.
- RECREATION ADVISORY COMMITTEE – Councilman Miller proposed a date change for the Interlaken 5K to combine it with the picnic to create Interlaken Day. The tentative date is the Sunday before Columbus Day. Councilman Miller would know more about the date confirmation before next month.

Mayor Nohilly stated that it would be put on a workshop meeting for discussion.

- SHADE TREE COMMISSION – No report.
- PLANNING BOARD – Borough Administrator Reibrich stated that the Planning Board would be presenting two items to Council at the next workshop. One was proposed Land Use ordinance changes and the second was changes to escrow fees.
- BOARD OF EDUCATION – Councilman Miller stated that the Board of Education meeting time has been changed from 7:30pm to 5:30pm. The next meeting is January 26th at 5:30. Information regarding kindergarten registration for 2014-2016 has been posted on the website.
- BOROUGH ADMINISTRATOR – No report.

14. COMMENTS FROM THE PUBLIC

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

15. ADJOURNMENT

Council President White MOTIONED to approve resolution, seconded by Councilman Franks. With no Council comment the motion carried.

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

 Lori Reibrich
 Borough Administrator/Clerk
 Date Approved: _____