

**BOROUGH OF INTERLAKEN  
WORKSHOP MINUTES  
MARCH 1, 2017  
7:00 P.M. BOROUGH HALL**

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The workshop meeting of the Borough of Interlaken was called to order at 7:00 p.m., by Mayor Nohilly. Sunshine Statement was read by Borough Clerk/Administrator Reibrich. "The notice of the requirements of the Open Public Meetings Act has been satisfied by forwarding 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 and Council members: Butler, Franks

Also Present: Borough Attorney Richard Shaklee, Borough CFO/Tax Collector Stephen O. Gallagher, and Borough Clerk/Administrator Lori Reibrich

Absent: Councilwoman Horowitz and Councilman Gunn

Late Arrival: Councilman Watson at 7:08pm

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1. **2017 MUNICIPAL BUDGET - Full Council discussion, CFO Stephen Gallagher present**

CFO/Tax Collector Gallagher reviewed the proposed 2017 budget with Council.

CFO/Tax Collector Gallagher stated that there will be a tax decrease that will equal about \$10 for the average home in Interlaken.

CFO/Tax Collector Gallagher stated that the proposed revenues for 2017 will be \$231,084,114 which is a decrease of \$6,600 from last year.

CFO/Tax Collector Gallagher stated it is a good and sound budget.

Council President White stated that during the Finance and Administration meeting a salary increase to the was supported by the Mayor and himself for Borough Clerk/Administrator Reibrich, which would occur over a two year period, as per the agreement made with Borough Clerk/Administrator Reibrich when filling the position, that an increase would come when certification was completed. Mayor Nohilly stated he was in favor of honoring the proposed commitment to bring Borough Clerk/Administrator Reibrich's salary in range with others in the County that hold the same position of both Clerk and Administrator.

Council President White also discussed proposed salary increases for additional Borough employees. Mayor Nohilly questioned whether this conversation should continue using names. Borough Attorney Rich Shaklee indicated that there had been case law recently that stated if an employee is mentioned in a public or executive meeting, said employee should be provided with a Rice Notice. At this time Mayor Nohilly asked to continue this topic without stating names. Mayor Nohilly asked Council President White to email the full Council the proposed salary increases tomorrow. Council President White indicated he would get the proposed numbers to the full Council for review.

Council President White stated that the Department of Public Works union contract has expired and will be negotiated. The last contract negotiations were a bit long and expensive, but Council President White hopes for a more streamlined negotiation this year.

Council President White stated that there is a proposed increase to the Shade Tree Commission budget.

Mayor Nohilly questioned an increase, as the Shade Tree has not required the entire amount currently budgeted to them for the last couple of years.

Council President White stated that a tree inventory was completed. The Shade Tree Commission is taking the strong stance of adhering to the recommendations of the Forrester who performed the tree inventory. Additional budget will be required to administer the plan, which includes the removal of a good many trees.

CFO/Tax Collector Gallagher stated that an increase was needed for recreation. Council President White stated that adding a line item to pay for the picnic was discussed during the budget meeting.

Council discussed previous picnic expenses, attendance and volunteer assistance along with suggested fundraising ideas to supplement picnic expenses.

CFO/Tax Collector Gallagher stated that other budget expenses were fixed. There were pretty solid numbers for expected expenses for other items including pension and health premiums. One noted budget change was transferring the Municipal Court services to Deal. Council President White stated that previously the Court expenses were about \$30,000 and generated about \$30,000 in revenues.

CFO/Tax Collector Gallagher stated that Borough Clerk/Administrator successfully renegotiated the police contract with Deal Police Department which included a two percent cap, which keeps the costs stable.

CFO/Tax Collector Gallagher stated that the sewer billing has been pretty stable. There is still funding in place for manhole cover repair, if necessary.

CFO/ Tax Collector Gallagher stated that expenses are under control and unemployment costs were securely funded.

Councilman Butler asked about the electric and street lighting budget line item.

Councilman Watson asked about the diesel fuel budget line item. CFO/Tax Collector Gallagher stated that cutbacks were not recommended for the fuel budget due to the volatility of prices of gasoline and also natural gas.

Councilman Butler asked CFO/Tax Collector Gallagher questions regarding the Borough's cafeteria plan. CFO/Tax Collector Gallagher stated that in 2011 it was mandated that there be a cafeteria plan. The Borough uses AFLAC for their cafeteria plan. It can be used for child care and health costs. For instance, if someone decides they would like the deduction, it flows through that account.

Council President White stated that there were four items proposed for Capital Budget projects. Road repair for Rona Street at \$180,000 is proposed. There has been a grant application for funding to do work on Raymere Avenue. If the grant is not received, Raymere Avenue will be done in place of Rona Street.

Council President White stated that the balance of street lights to be replaced including two new ones in front of Borough Hall is proposed at a cost of \$100,000. Additionally it is proposed to pave the DPW yard to get a new pad in front of the building and pave up to the gate, while adding a couple of parking spots for the tennis courts at a cost of \$15,000. There is also a need for a new dump truck. After 27 years the current truck can no longer be repaired. The proposed cost would be \$140,000. CFO/Tax Collector Gallagher stated that \$170,000 should be budgeted.

Borough Clerk/Administrator Reibrich stated that DPW Supervisor, Norman Cottrell, recently advised that the cost of the truck could be higher than originally thought and that Borough Engineer, Peter Avakian agreed that the cost could be higher than the original proposed \$140,000.

Council President White stated that CFO/Tax Collector Gallagher and Borough Clerk/Administrator Reibrich have discovered unused funding of an old ordinance that can be used to update the floors and the kitchen in Borough Hall to complete the renovation. Left over funding of another ordinance can be used to erect the proposed monument in the park and also light the flag pole at Borough Hall.

Council had a brief discussion on the progress of the monument project proposed for the park to commemorate the air show that took place in 1910.

Borough Clerk/Administrator Reibrich stated that there was funding in place for Borough improvements that will be used for to replace the 17 year old air conditioning system.

Councilman Watson asked about the cost of the fire hydrants. Borough Clerk/Administrator Reibrich stated that fees are paid to the water company to have the hydrants within the Borough.

2. **NEW BUSINESS** – No new business was discussed at this time.

3. **COMMENTS FROM THE PUBLIC** –

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

4. **ADJOURNMENT**

With no further discussion, Councilman Franks made a motion to adjourn, seconded by Council President White and unanimously carried.

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