

**WORKSHOP MINUTES**  
**MARCH 2, 2021**  
**7:00 P.M. AT 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 Municipal 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 Butler, Delia, Franks, DeSarno

Absent: Councilwoman Horowitz

Also Present: Municipal Clerk/Administrator Lori Reibrich, Borough Attorney Richard Shaklee, Esq., Matt Mariano of Peter Avakian’s Office

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1. **2022 MUNICIPAL BUDGET DISCUSSION: Full Council Discussion; CFO Joe Zanga presenting**

CFO Joe Zanga thanked the Mayor and Council for appointment as CFO this January. He explained that taking the reins from retired CFO Steve Gallagher was an easy transition, and everything was in order.

CFO Zanga presented the budget to the Governing Body. He discussed that the three main drivers of the budget this year is the reduction in revenues due to the Covid 19 pandemic. The court revenue, interest on investments and the construction department has not returned to previous revenues prior to the pandemic.

Luckily, the Borough received \$41,291.47 from the American Rescue Plan to offset some revenue losses due to Covid 19. CFO Zanga discussed applying the entire amount to this year’s budget. In 2022, the Borough will be receiving another \$41,291.47. This can be split over two years to keep the taxes steady or if there is a need, the entire amount can be applied to next year’s budget.

The good news is that the court revenue seems to be coming back. The construction fees have already returned to previous years as there are numerous high-end projects and a new home being built in town. This will help to offset for next year’s budget.

CFO Zanga discussed the new assessments and how the tax rate decreased to .558%. The Council discussed the correlation between assessments and tax rates and how that the increase in assessment to a home does not mean a large increase in taxes when there is a lower tax rate overall.

In the appropriation side, CFO Zanga discussed the request to move the financial software to Cloud Services. The Finance Committee approved the purchase to be included in the budget at their meeting with the CFO and BA. The Council agreed to have this included as it is an important step to move to the Cloud for remote access and cyber safety. This item was quoted at \$3000.

CFO Zanga discussed the 6% increase in the Joint Insurance Fund, the 4.04% increase in the State Health Benefit Plan and anticipated utility increases. The budget has a larger increase in the State

Pension Fees that are determined by the State and runs on a 2 year prior calendar. With the retirement of a past DPW employee, a new hire and an employee who is buying time back, the pension costs were higher than usual. In two years' time, the Borough will see a reduction in pension costs when the former CFO Gallagher falls off due to retirement and the new employees are not eligible.

CFO Zanga discussed the shared services and how the Borough is highly respected for utilizing shared services but also maintaining excellent services to the residents within house departments as well.

CFO Zanga discussed the aggressive debt service payment plan that the Governing Body and Administrator adhere to and how this is a very impressive approach to debt management. He plans on continuing the ten-year bond sales as in the past. The Borough is extremely financially stable.

Council President John Butler thanked the CFO and BA for a job well done on the budget. He stated the Finance Committee had a lengthy meeting prior to this one where all the questions where all the Committee's questions were answered. The Committee supports introducing the budget as presented.

The Council agreed and thanked CFO Zanga for the thorough presentation.

2. **NEW BUSINESS:** No new business at this time.
3. **COMMENTS FROM THE PUBLIC:** Mayor Nohilly opened the floor for public comment. Mayor Nohilly noted there were not public present and closed the floor.
4. **ADJOURNMENT:** With no further comments, Councilman Delia made a motion to adjourn, 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	X	
Opposed							
Abstain/ Recuse							
Absent/ Excused			X				

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Lori Reibrich, RMC  
Borough Administrator/Clerk