

**BOROUGH OF INTERLAKEN  
MINUTES  
AUGUST 16, 2023  
7:30 P.M. AT BOROUGH HALL**

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The regular meeting of the Borough of Interlaken was called to order 7:30 p.m. by Mayor Nohilly. The Sunshine Statement was read by Mayor Nohilly. It was followed by a salute to the flag and a moment of silence. “The notice requirements of the Open Public Meetings Act have been satisfied by forwarding annual notice to the coaster and Asbury Park Press. A copy of the annual notice was posted on the Borough bulletin board and is in file in the Borough Clerk’s office.”

Present: Mayor Nohilly, Council President Butler, Councilwoman Horowitz, Councilman Delia, Councilman Franks, Councilman DeSarno and Councilman Blasucci

Also Present: Borough Attorney Richard Shaklee, Esq. The Borough Attorney was designated as acting clerk for the meeting.

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1. **PUBLIC COMMENTS – FOR AGENDA SPECIFIC ITEMS ONLY – EXCLUSIVE OF ORDINANCES**
2. **ORDINANCE 2023-4 AN ORDINANCE OF THE BOROUGH OF INTERLAKEN AMENDING AND SUPPLEMENTING CHAPTER XI “PROPERTY MAINTENANCE” TO ADD 11-4 “BAMBOO”**

**BOROUGH OF INTERLAKEN  
ORDINANCE NO. 2023-4  
AN ORDINANCE OF THE BOROUGH OF INTERLAKEN AMENDING  
AND SUPPLEMENTING CHAPTER XI “PROPERTY MAINTENANCE”  
TO ADD 11-4 “BAMBOO”.**

**BE IT ORDAINED**, by the Borough Council of the Borough of Interlaken, in the County of Monmouth, State of New Jersey, as follows:

**SECTION ONE.** Chapter XI “Property Maintenance,” Section 11-4. is added as follows:

**§ 11-4.BAMBOO.**

**§ 11-4.1. *Purpose and Intent.***

The purpose of this section is to preserve and protect private and public property from the damaging spread of running bamboo grasses and to protect indigenous plants and the wildlife they support from the invasive spread of such bamboo.

**§ 11-4.2. *Definitions.***

As used in this section, the following terms shall have the meanings indicated:

***Bamboo Property Owner(s)*** – Any property owner(s) or tenant(s) who, or which, have running bamboo on their property, even if the bamboo has spread onto their property from an adjoining property.

***Borough*** – The Borough of Interlaken, Monmouth County, New Jersey.

***Notice*** – Any written notice by, from or on behalf of the Borough, notifying the bamboo property owner(s) that they are in violation of this section and directing them to cure or fix the violation. Such notice shall be sent by certified mail, return receipt requested, addressed to the owner(s) listed on the current tax address on file with the Borough. A copy may also be posted on the property in question.

***Receipt of Notice*** – Receipt of the notice required herein shall be the date of mailing said notice, or, if applicable, posting of the notice on the property in question, whichever is earlier.

*Running Bamboo* – Any monopodial (running) woody grass from the genera of bamboos including, but not limited to, Bambusa, Phyllostachys and Pseudosasa, as well as common bamboo, golden bamboo and arrow bamboo.

**§ 11-4.3. *No Planting of Running Bamboo.***

The in-ground planting of running bamboo is prohibited in the Borough.

**§ 11-4.4. *Regulation of and Limitations on Existing Running Bamboo.***

a. In the event any species commonly known as “running bamboo” is located upon any property within the Borough, prior to the effective date of this prohibition, the owner and occupant of said property shall jointly and severally be required to confine such species to prevent encroachment, spread, invasion or intrusion of same onto any other private or public property or public right-of-way. In lieu of confining the species, the property owner or occupant may elect to totally remove the bamboo from the property. Failure to properly confine such bamboo shall require removal as set forth below. The cost of said removal shall be at the bamboo property owner’s expense.

**§ 11-4.5. *Removal of Running Bamboo.***

a. Whenever running bamboo, as defined by this section, is found on any plot of land, lot or any other premises or place, and is found to lack appropriate physical barriers to prevent the spread or growth of the species, or is found to have spread beyond the boundaries of a property, notices shall be given to the owner of the property from which the running bamboo has spread, in writing, to remove or abate the same within 30 days of receipt of notice. Thereafter, the Borough may remove the running bamboo. The cost of all remedies, including the removal of running bamboo by the Borough, shall be borne by the Bamboo Property Owner.

b. Any person violating the provisions of this section shall, upon conviction, be punished by a fine of not more than \$2,000, or community service, as determined by the Municipal Court of the Borough. A continuation of such violation for each successive day shall constitute a separate offense and the person or persons allowing or permitting the continuation of such violation will be punished as provided above for each separate offense.

**§ 11-4.6. *Inspection.***

All places and premises in the Borough shall be subject to inspection by the Code Enforcement Officer to determine compliance with this section.

**SECTION TWO.** All other sections and subsections of the Borough Code will remain unaltered.

**SECTION THREE.** If any section, subsection, paragraph, sentence or other portion of this Ordinance be adjudged by a Court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder of this Ordinance.

**SECTION FOUR.** All ordinances or parts thereof inconsistent with the provisions of this Ordinance are hereby replaced to the extent of such inconsistencies.

**SECTION FIVE.** This Ordinance shall take effect immediately upon its final passage and publication according to law.

APPROVED:

\_\_\_\_\_  
MICHAEL NOHILLY  
Mayor

ATTEST:

\_\_\_\_\_  
LORI REIBRICH  
Borough Clerk

<b>ORDINANCE READING</b>	<b>DATE</b>
<b>1<sup>ST</sup> READING BY TITLE:</b>	July 19, 2023
<b>2<sup>ND</sup> READING BY TITLE:</b>	August 16, 2023

**ORDINANCE 2023-4 WAS POSTED IN THE BOROUGH HALL ON JULY 19, 2023, AND ADVERTISED IN FULL IN THE COASTER ON JULY 27, 2023. PUBLIC HEARING WAS SET FOR AUGUST 16, 2023**

Council President Butler made a motion to open the floor for public comment, 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	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

With no public comment, Councilman Franks made a motion to close the floor to public comment, 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	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

With no further comment, Councilman Franks made a motion to adopt, seconded by Council President Butler. All were in favor in roll call vote except Councilman Delia who voted no.

	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	X
Opposed				X			
Abstain/ Recuse							
Absent/ Excused							

3. **ORDINANCE 2023-5 AMENDING SALARIES AND COMPENSATION (RANGES) OF THE EMPLOYEES OF THE BOROUGH OF INTERLAKEN**

**AN ORDINANCE AMENDING THE SALARIES AND COMPENSATION OF THE EMPLOYEES OF THE BOROUGH OF INTERLAKEN**

BE IT RESOLVED by the Borough Council of the Borough of Interlaken, County of Monmouth, State of New Jersey, that;

SECTION I: The compensation or wages by range to be paid to Officers and Employees shall be as follows:

<b><u>TITLE OF OFFICER OR EMPLOYEE</u></b>	<b><u>ANNUAL SALARY RANGE</u></b>
<b>ADMINISTRATION</b>	
Mayor and Council	\$ 0
Administrator	\$ 30,000 to \$100,000
Borough Clerk	\$ 30,000 to \$100,000
Deputy Borough Clerk	\$ 15,000 to \$60,000
Finance Clerk/Administrative Assistant	\$ 15,000 to \$60,000
Planning Board Secretary	\$ 2,500 to \$15,000
<b>FINANCE</b>	
Collector of Taxes	\$ 10,000 to \$60,000
Deputy Tax Collector	\$ 10,000 to \$60,000
Chief Financial Officer	\$ 30,000 to \$60,000
Treasurer	\$ 0 to \$30,000
Tax Assessor	\$ 10,000 to \$40,000
<b>PUBLIC WORKS</b>	
Foreman/Mechanic	\$ 50,000 to \$130,000
Laborer	\$ 40,000 to \$90,000
Recycling Coordinator	\$ 4,000 to \$15,000
<b>CONSTRUCTION</b>	
Construction Official	\$ 5,000 to \$20,000
Building Sub-Code Official	\$ 5,000 to \$20,000
Plumbing Inspector	\$ 5,000 to \$20,000
Electrical Inspector	\$ 5,000 to \$20,000
Fire Sub-Code Official	\$ 5,000 to \$20,000
Zoning Official/Code Enforcement Official	\$ 5,000 to \$20,000
Construction Clerk	\$ 500 to \$20,000
Per-Diem Temp/Covering Sub Code Official	\$ 150 per day
<b>LIBRARY</b>	
Librarian	\$ 3,500 to \$8,000
P/T Librarian	\$ Prevailing Min Wage to \$20.00
<b>HOURLY EMPLOYEES</b>	
P/T Public Works Laborer	\$ Prevailing Min Wage to \$25.00
P/T Office Clerk	\$ Prevailing Min Wage to \$25.00

SECTION II: All salary provisions, salary related items and other benefits of employment, as set forth in any employment agreement between the Borough of Interlaken and the Officers or employees set forth herein are deemed incorporated herein by reference.

SECTION III: All ordinances, or part of ordinances, which are inconsistent herewith are repealed but only to the extent of such inconsistency.

SECTION IV: This ordinance shall take effect immediately upon its final passage and publication as required by law.

**APPROVED:**

\_\_\_\_\_  
**MICHAEL NOHILLY, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**LORI REIBRICH, RMC**  
**Borough Administrator/Clerk**

<b>ORDINANCE READING</b>	<b>DATE</b>
<b>1<sup>ST</sup> READING BY TITLE:</b>	July 19, 2023
<b>2<sup>ND</sup> READING BY TITLE:</b>	August 16, 2023

**ORDINANCE 2023-5 WAS POSTED IN BOROUGH HALL ON JULY 19, 2023, AND ADVERTISD IN FULL IN THE COASTER ON JULY 27, 2023. PUBLIC HEARING WAS SET FOR AUGUST 16, 2023.**

Councilwoman Horowitz made a motion to open the floor for public comment, seconded by Councilman DeSarno 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	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							



With no public comment, Councilman Delia made a motion to close the floor for public comment, seconded by Councilman DeSarno 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	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

With no further comments, Councilman DeSarno made a motion to adopt, seconded by Councilman Blasucci and unanimously carried by roll call vote.

	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	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

**4. RESOLUTION 2023-78: ANNUAL SALARY RESOLUTION**

**2023 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 2023 calendar year:

<b>NAME</b>	<b>POSITION</b>	<b>ANNUAL SALARY</b>
<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	\$124,992
Gina Kneser	Deputy Clerk/Deputy Tax Collector/ Construction Clerk	\$ 55,187
Bill Coy	Finance Clerk/Administrative Assistant	\$ 55,524
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	\$31,500
Tina McDermott	Tax Collector	\$10,500
Alex Worth	Tax Assessor	\$20,000
Eric Sudia	Electrical Inspector	\$ 6,754
Frank DiRoma	Zoning and Code Enforcement Officer	\$ 7,316
Thomas Haege	Construction Code Official	\$ 9,005
Thomas Haege	Fire Subcode Official	\$ 2,425
Ryan Backes	Plumbing Subcode Official	\$ 6,000
Ronald Vigliotti	Building Sub Code Official,	\$ 7,316
Vicki Labella	Librarian	\$ 6,453
Gina Kneser	Planning Board Secretary	\$ 3,675
Per-Diem Subcode Official	Temp or Covering Subcode Official	\$150 per day upon call

Councilman Delia made a motion to approve, seconded by Councilman DeSarno 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	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

**5. RESOLUTION 2023-79: AUTHORIZING FINAL PAYMENT CERTIFICATE #4 FOR IMPROVEMENTS TO BRIDLEMERE AVENUE – PHASE I**

**RESOLUTION AUTHORIZING FINAL PAYMENT CERTIFICATE #4  
IMPROVEMENTS TO BRIDLEMERE AVENUE PHASE 1**

**WHEREAS**, the Borough previously entered into a contract with Fiore Paving Company; and

**WHEREAS**, the Borough Engineer has recommended approval of Final Payment Certificate #4 to Fiore Paving Company, authorizing payment of \$5,447.51 for final work completed for Improvements to Bridlemere Avenue- Phase 1; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Borough Council that final Payment Certificate No. 4 for Improvements Bridlemere Avenue Phase 1 is hereby authorized in the payment of \$5,447.51 to Fiore Paving Company for work completed.

**BE IT FURTHER RESOLVED** that the Borough Administrator/Clerk is hereby authorized to execute the Final Engineer’s Certificate No. 4 documents; and

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

1. Peter Avakian, Borough Engineer
2. Fiore Paving Company
3. Borough Administrator
4. Chief Financial Officer

Councilman Delia made a motion to approve, seconded by Council President Butler 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	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

**6. RESOLUTION 2023-80: AUTHORIZING PAYEMNT CERTIFICATE #1 AND CHANGE ORDER #1 FOR IMPROVEMENTS TO BRIDLEMERE AVENUE – PHASE 2**

**RESOLUTION AUTHORIZING CHANGE ORDER #1 AND PAYMENT CERTIFICATE #1 FOR BRIDLEMERE AVENUE PHASE 2**

**WHEREAS**, the Borough previously entered into a contract with Fernandes Construction for the project entitled “Improvements to Bridlemere Avenue Phase 2”; and

**WHEREAS**, payment certificate No. 1 has been submitted by Fernandes Construction to Borough Engineer, Avakian, Inc for payment of **\$102,171.35**; and

**WHEREAS**, Fernandes Construction submitted Change Order No. 2 which increases the overall contract by \$10,149 due to additional traffic striping and concrete sidewalk within the Borough and sinkhole repair; and

**WHEREAS**, the following changes have been submitted and approved by Borough Engineer, Leon S. Avakian, Inc.:

Original Contract Amount:	\$119,505.89
Amount of Supplemental Agreement:	\$ 10,149.98
Total Adjusted Contract Amount Due:	\$129,655.87

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Borough Council that Change Order No. 1 and Payment Certificate No. 1 is hereby authorized; and

**BE IT FURTHER RESOLVED** that the Borough Administrator/Clerk is hereby authorized to execute the necessary documents for Change Order and Supplemental Agreement No. 1 and Payment Certificate No. 1.

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

5. Peter Avakian, Borough Engineer
6. Fernandes Construction
7. Lori Reibrich, Borough Administrator
8. Joseph Zanga, Chief Financial Officer

Councilman DeSarno made a motion to approve, seconded by Councilman Delia 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	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

**7. RESOLUTION 2023-81: AUTHORIZING THE COMMODITY RESALE AGREEMENT WITH COUNTY OF MONMOUTH**

**AUTHORIZING THE EXECUTION OF A COMMODITY RESALE AGREEMENT WITH THE COUNTY OF MONMOUTH**

**WHEREAS**, *N.J.A.C. 5:34-7.15* authorizes local contracting units to enter into Commodity Resale Agreements for the purchase of certain commodities from other contracting units; and

**WHEREAS**, the County of Monmouth has authorized the renewal of the Monmouth County Commodity Resale System (SYSTEM IDENTIFIER 99174 – MCCR), for the period of October 1, 2023, through September 30, 2028; and

**WHEREAS**, it would be in the best interest of this Municipality to remain a member of the Monmouth County Commodity Resale System for that period.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Interlaken that the Mayor and Municipal Clerk be and they are hereby authorized to execute the attached Commodity Resale Agreement with the County of Monmouth.

**BE IT FURTHER RESOLVED** that the Municipal Clerk forward a certified copy of this resolution, along with the executed Commodity Resale Agreement to Office of Shared Services, County of Monmouth, Hall of Records Annex, First Floor, 1 East Main Street, Freehold, New Jersey 07728.

Councilman DeSarno made a motion to approve, seconded by Councilwoman Horowitz 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	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

8. **RESOLUTION 23-82: AUTHORIZING REFUNDS – FREON FEES**

**AUTHORIZING REFUND OF FREON FEES**

**WHEREAS**, Roger and Marcia Hanke paid the Borough fee for freon to remove a dehumidifier with a DPW pick up; and

**WHEREAS**, Tom and Gertrude Washilishen paid the Borough fee for freon to remove two air conditioners with a DPW pick up;

**WHEREAS**, both residents contacted Borough Hall to request refunds for their fees due to the fact that the removal of the specific freon appliances were made by metal scavengers;

**WHEREAS**, the DPW Foreman confirmed that they did not pick up the freon appliances.

**NOW THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Interlaken, County of Monmouth that it does hereby authorize the Chief Financial Officer to refund said payment to:

Roger & Marcia Hanke	Freon Fee for removal of Dehumidifier	\$15.00
Tom & Gertrude Washilishen	Freon Fee for removal of (2) Air Conditioners	\$30.00

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

1. Joseph Zanga, Chief Financial Officer
2. Recipients of a refund

Councilman Blasucci made a motion to approve, seconded by Council President Butler and unanimously carried.

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

9. **RESOLUTION 2023-83** BILL LIST

**BOROUGH OF INTERLAKEN  
BILL LIST REPORT FOR  
BOROUGH COUNCIL APPROVAL**

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DATE SPAN	TOTAL
07/28/23-8/14/23	\$665,422.94

**RESOLUTION 2023-83**

**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 August 16, 2023 is in the amount of Six Hundred Sixty Five Thousand Four Hundred Twenty-Two Dollars and Ninety-Four 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 Butler made a motion to approve, seconded by Councilman Delia 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	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

10. **REPORTS AND CORRESPONDENCE**

Administration/Finance – No Report

Public Safety – No Report

Streets & Roads – No Report

Shade Tree Commission – No Report

Planning Board – No Report

Board of Education – No Report

Borough Administrator - No Report

**11. COMMENTS FROM THE PUBLIC**

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

**12. ADJOURNMENT**

With no further comments Councilman Delia 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	Councilman Blasucci
Motion to Approve				X			
Motion to Second						X	
Approved		X	X	X	X	X	X
Opposed							
Abstain/ Recuse							
Absent/ Excused							

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Richard Shaklee, Esq.