

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

The meeting of the Borough of Interlaken was called to order at 8:12 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 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

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

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

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

2. **MAYOR’S PROCLAMATION: HONORING COUNCILMAN KEITH MILLER**

**MAYOR’S PROCLAMATION
HONORING KEITH R. MILLER**

WHEREAS, Keith Miller served as Councilman for the Borough of Interlaken from January 2008 through September 2, 2015: and

WHEREAS, Keith Miller understood the value of public service to the Borough of Interlaken; and

WHEREAS, due to the stewardship and dedication shown by Keith Miller through his time on the Borough Council; as Council President, as Councilman, as a member of the Streets and Roads Committee and Public Safety Committee, as well as his liaison work with the Board of Education and Planning Board, his decisions and hard work maintained the high governmental standards of Borough of Interlaken for the greater good of the community; and

WHEREAS, the efforts of Keith Miller, who served the Interlaken Borough Council well for close to eight (8) years, is deserving of much regard and appreciation for his dedication and service.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and the Borough Council of the Borough of Interlaken hereby commends Keith R. Miller whose commitment to the Borough Council and stellar service to the community will be appreciated for many years to come.

DATED: September 30, 2015

Mr. Keith Miller thanked the Mayor, Council and all Interlaken residents. Mr. Miller stated that he will miss Interlaken.

3. **APPROVAL OF MINUTES: AUGUST 19, 2015 - WORKSHOP & REGULAR MEETING**

With no Council comments, Council President White made a motion to approve minutes, seconded by Councilman Gunn and unanimously carried.

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

4. **RESOLUTION 2015-84: VACANCY ON BOROUGH COUNCIL DUE TO RESIGNATION OF KEITH R. MILLER PURSUANT TO N.J.S.A. 40A:16-11**

WHEREAS, Councilman Keith Miller resigned from his position on September 2, 2015 and;

WHEREAS, N.J.S.A. 40A:16-11 authorizes the existing Borough Council to select a replacement until such time as the next election is held for the unexpired term of the position; and;

WHEREAS, the Chairman of the Interlaken Republican Committee has submitted the name of a suitable candidates for the position.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Interlaken, County of Monmouth and State of New Jersey that John Rush Butler be and is hereby appointed until such time as an election is held to fill the remaining unexpired term of the vacated position pursuant to N.J.S.A. 40A:16-11 and a successor is duly qualified.

BE IT FURTHER RESOLVED that certified copies of this Resolution be forwarded to the following:

1. Bertha Sumick, Special Deputy Clerk of Elections
2. Lori Reibrich, Borough Administrator/ Clerk

Mayor Nohilly stated that Council received one nomination, John Rush Butler, from the Republican Committee Chairman, Hunt Parry. With no further Council comments, Council President White made a motion to appoint, seconded by Councilwoman Horowitz and unanimously carried.

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

Borough Clerk Reibrich administered the Oath of Office to John Rush Butler.

Councilman Butler joined the table, at this time.

The Mayor and Council congratulated and welcomed Councilman Butler.

5. **RESOLUTION 2015-85: BEST PRACTICES CHECKLIST**

Borough CFO Gallagher gave an overview of the Best Practices Checklist stating it was a list prepared by the State that was put into law a few years ago. In order to get the last 5% of State Aid from New Jersey, the municipalities must submit this form. The check list is received mid-October each year and includes about 50 questions. Questions pertain to several areas including Finance, education of the staff on board, fiscal operations, budgetary operations and so forth. The first year the list was implemented the Borough was already doing most of the items identified on the list and we continue to do them. Borough CFO Gallagher has also implemented additional financial items on the check list. Borough CFO Gallagher now provides a schedule that shows surplus for the last three or four years, as well as projected surplus for the next five years. Borough CFO Gallagher stated that the portion of the remaining 5% of State aid received is based on how well the Borough stands on this Best Practices checklist. Borough CFO Gallagher stated that anything over 80% receives 100% of the aid. Interlaken is at a 92% rate and the Borough will receive the whole amount.

**RESOLUTION CERTIFYING REVIEW OF THE 2015
BEST PRACTICES CHECK LIST**

WHEREAS, the Borough of Interlaken is required by statute to complete the Best Practices Check List as instituted by the Division of Local Government Services; and

WHEREAS, the Best Practices Check List is a constructive way to encourage municipalities to consider and embrace a range of best practices that will help improve financial accountability and transparency; and

WHEREAS, the Check List has been certified by the Chief Financial Officer and a copy thereof has been received by each member of the Governing Body; and

WHEREAS, the members of the Governing Body have personally reviewed the Local Government Best Practices Check List;

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Interlaken, hereby certifies that they have reviewed and discussed the checklist at a public meeting held on September 30, 2015.

BE IT FURTHER RESOLVED that certified copies of this resolution are to be provided to the following:

1. Division of Local Government Services
2. Lori Reibrich, Administrator/Clerk
3. Stephen Gallagher, Chief Financial Officer

With no further Council comments, Council President White made a motion to approve the checklist, seconded by Councilman Handerhan and unanimously carried.

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

6. **RESOLUTION 2015-86: ACCEPTING PERFORMANCE AND PAYMENT BONDS FROM EARLE ASPHALT COMPANY REGARDING BUTTERMERE AVENUE PROJECT**

**ACCEPTING PERFORMANCE AND PAYMENT BONDS
EARLE ASPHALT COMPANY**

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby authorizes the acceptance of a Performance Bond from Earle Asphalt Company for a sum not less than one hundred percent (100%) of the amount of the accepted bid (\$499,413.13) pursuant to the award of the project known as “Improvements to Buttermere Avenue”.

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

1. Earle Asphalt Company
2. Peter Avakian, Borough Engineer
3. Lori Reibrich, Borough Administrator
4. Stephen Gallagher, Chief Financial Officer

With no Council comments, Councilman Handerhan made a motion to approve payment, seconded by Councilman Franks and unanimously carried.

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

7. **RESOLUTION 2015-87: APPROVING APPOINTMENT OF WEBMASTER FOR BOROUGH WEBSITE – BILL COY**

APPROVING APPOINTMENT OF WEBMASTER FOR BOROUGH WEBSITE – BILL COY

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that due to the resignation of Councilman Keith Miller, it hereby appoints Bill Coy as Webmaster for the Borough Website, effective September 30, 2015 through December 31, 2015; and

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

1. Lori Reibrich, Borough Administrator
2. Bill Coy, Webmaster

With no further Council comments, Council President White made a motion to approve appointment, seconded by Councilman Franks and unanimously carried.

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

8. **RESOLUTION 2015- 88: PAYMENT OF BILLS**

BOROUGH OF INTERLAKEN BILL LIST REPORT FOR BOROUGH COUNCIL APPROVAL

DATE SPAN	TOTAL
08/06/15-09/28/15	\$ 546,507.28

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 September 30, 2015 is in the amount of Five Hundred Forty Six Thousand, Six Hundred Forty Seven Dollars and Twenty-Eight 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.

With no Council comments, Council President White made a motion to approve payment, seconded by Councilman Gunn and unanimously carried.

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

- ADMINISTRATION/FINANCE – No report.
- PUBLIC SAFETY – No report.
- STREETS & ROADS- No report.
- RECREATION ADVISORY COMMITTEE – Borough Administrator Reibrich stated that the picnic had a great turn out. There were 75 more adults than last year. Council had a brief discussion regarding this year’s increased attendance, citing increased awareness due to mailings, signs and banners. The lower admission price for adults and free admission for children were also credited.
- SHADE TREE COMMISSION – No report.
- PLANNING BOARD – No report.
- BOARD OF EDUCATION – No official report.
- BOROUGH ADMINISTRATOR - Borough Administrator /Clerk Reibrich stated that the last bulk pick up of the year was last Monday. DPW collected over 20,000 pounds of bulk. There were additional electronics and a full load of brush. There are no bulk pick up dates scheduled for October, November and December as DPW is tasked with seasonal leaf and brush pick up.

Borough Administrator /Clerk Reibrich stated that the Veteran’s Day ceremony is scheduled for November 7, 2015 at 11:00am. The Garden Club has partnered with the veterans and will be presenting a Blue Star Memorial. The ceremony and presentation will be held at the flag pole.

Borough Administrator/Clerk Reibrich stated that the flag pole is in need of maintenance and the Garden Club is requesting it be painted before the ceremony. Only one estimate has been received and was \$1,800.00 but they may not be able to complete the repair by the ceremony. Other quotes will be obtained.

Council had a brief discussion about painting or replacing the flag pole, in agreement that repairs should be made if necessary.

9. **COMMENTS FROM THE PUBLIC**

Mayor Nohilly opened the floor for public comment.

Gary Layton, 606 Bendermere Avenue, thanked the Mayor for his proclamation honoring Keith Miller stating that, as Councilman, Mr. Miller served with great intelligence and clear thinking at the same time he was dealing with the illness of his wife. Mr. Layton said he could recall several times when Mr. Miller showed up with a neck brace. Mr. Layton stated that Mr. Miller always stayed focused on the public.

Mr. Layton stated that there was a tree on the south east corner of Westra Street that he felt was in danger of falling in a storm and is in danger of falling on someone in the street or on the electrical feeder lines. Mr. Layton said that he contacted JCP& L and was told they can do nothing, because the tree was on private property. Mr. Layton spoke of a pilot program undertaken by the State Board of Public Utilities regarding dangerous trees on public and private property.

Borough Administrator/Clerk Reibrich asked if the information Mr. Layton presented stated who determined whether the tree is hazardous. Borough Administrator/Clerk Reibrich stated that she would research the program and be in touch with JCP&L.

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

10. **ADJOURNMENT**- With no further Council comments, Councilman Handerhan made a motion to adjourn, seconded by Councilman Franks and unanimously carried.

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

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

Lori Reibrich, RMC
Borough Administrator/Clerk