

**BOROUGH OF INTERLAKEN
MINUTES
DECEMBER 16, 2015
7:30 P.M. AT BOROUGH HALL**

The meeting of the Borough of Interlaken was called to order at 7:33 p.m., by Mayor Nohilly. It was followed by a salute to the flag and a moment of silence for resident, Kathy Mitchell, who passed recently. 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 members: Council President White, Councilman Handerhan, Councilman Franks, Councilman Gunn, Councilwoman Horowitz, Councilman Butler

Also Present: Borough Attorney Richard Shaklee, Borough CFO/Tax Collector Stephen Gallagher, and 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. APPROVAL OF MINUTES: NOVEMBER 12, 2015- WORKSHOP & REGULAR MEETING

After a request for a typographical error correction, Councilman Gunn made a motion to approve minutes, seconded by Councilman Butler and unanimously carried. Councilman Handerhan abstained.

	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
Opposed							
Abstain/ Recuse			X				
Absent/ Excused							

3. RESOLUTION 2015-101: TRANSFER RESOLUTION

**BOROUGH OF INTERLAKEN
COUNTY OF MONMOUTH
TRANSFER RESOLUTION 2015-101**

WHEREAS, there appears to be insufficient funds in the following accounts (excepting the appropriation for Contingent Expenses or Deferred Charges) to meet the demands thereon for the balance of the Current Year for 2015 Budget Appropriations, viz:

Appropriation	Amount
Current Fund Appropriations	
SW Tax Collector	50.00
SW Zoning Officer	50.00
SW Electrical Sub Code	100.00
SW Plumbing Sub Code	150.00
OE Tax Assessment	2,000.00
OE Construction Code	150.00
OE Telephone	200.00
OE LOSAP	4,400.00
Total Current Insufficiencies	\$7,100.00

WHEREAS, there appears to be a surplus in the following accounts (excepting the appropriation for Contingent Expenses, Down Payments or Capital Improvement Fund) over and above the demand deemed to be necessary for the balance of the Current Year for 2015 Budget Appropriations, viz:

Appropriation	Amount
Current Fund Appropriations	
OE Legal Services	7,100.00
Total Current Fund Appropriations	
	\$7,100.00

NOW, THEREFORE, BE IT RESOLVED, (not less than two-thirds of the full membership thereof affirmatively concurring) that in accordance with the provision of N.J.S.A. 40A:4-59, part of the surplus in the account heretofore mentioned by and the same hereby transferred to the accounts (excepting the appropriation for Contingent Expenses or Deferred Charges) mentioned as being insufficient, to meet the current demands, and

BE IT FURTHER RESOLVED that the Chief Financial Officer be and is hereby authorized and directed to make the transfers:

TO		FROM	
Account	Amount	Account	Amount
Current Fund Appropriations			
SW Tax Collector	50.00	OE Legal Services	7,100.00
SW Zoning Officer	50.00		
SW Electrical Sub Code	100.00		
SW Plumbing Sub Code	150.00		
OE Tax Assessment	2,000.00		
OE Construction Code	150.00		
OE Telephone	200.00		
OE LOSAP	4,400.00		
Total	7,100.00		7,100.00

BE IT FURTHER RESOLVED, that two certified copies of this resolution are to be filed with the Director of the Division of Local Government Services and that a copy of the within resolution be forwarded to the following:

1. Chief Financial Officer
2. Borough Auditor

With no Council comments, Council President White made a motion to approve transfer, seconded by Councilman Butler 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							

4. **RESOLUTION 2015-102: AUTHORIZING OF FINAL ENGINEER'S CERTIFICATE NO. 2. FOR 2013 ROAD IMPROVEMENT PROGRAM TO S. BATATA CONSTRUCTION, INC.**

AUTHORIZING PAYMENT FOR FINAL ENGINEER'S CERTIFICATE NO. 2 FOR 2013 ROAD IMPROVEMENT PROGRAM

WHEREAS, the Borough previously entered into a contract with S. Batata Construction, Inc. for the 2013 Road Improvement Program; and

WHEREAS, the Borough Engineer has recommended approval of Final Engineer’s Certificate No. 2 to S. Batata Construction, Inc., authorizing payment of \$4,480.07 for work completion;

WHEREAS, the Borough Engineer has recommended release of the maintenance bond associated with the 2013 Road Improvement Program;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council Final Engineer’s Certificate No. 2 to S. Batata Construction is hereby authorized in the payment of \$4,480.07 for final completion of work and Final Engineer’s certificate.

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

1. S. Batata Construction, Inc.
2. Peter Avakian, Borough Engineer
3. Borough Administrator
4. Chief Financial Officer

With no Council comments, Council President White made a motion to approve certificate, 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							

5. **RESOLUTION 2015-103: AUTHORIZING PAYMENT CERTIFICATE #2 TO EARLE ASPHALT COMPANY FOR IMPROVEMENTS TO BUTTERMERE AVENUE**

**RESOLUTION AUTHORIZING PAYMENT CERTIFICATE #2
IMPROVEMENTS TO EARLE ASPHALT COMPANY FOR IMPROVEMENTS
TO BUTTERMERE AVENUE**

WHEREAS, the Borough previously entered into a contract with Earle Asphalt Company for Improvements to Buttermere Avenue; and

WHEREAS, the Borough Engineer has recommended approval of Payment Certificate No. 2 to Earle Asphalt Company, authorizing payment of \$149,069.20 for work completed to date;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council that Payment Certificate No. 2 to Earle Asphalt Company is hereby authorized in the payment of \$149,069.20 for work completed to date.

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

5. Earle Asphalt Company
6. Peter Avakian, Borough Engineer
7. Borough Administrator
8. Chief Financial Officer

With no Council comments, Council President White made a motion to authorize 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							

6. **RESOLUTIONS 2015-104: PAYMENT OF THE BILLS**

BOROUGH OF INTERLAKEN BILL LIST REPORT FOR BOROUGH COUNCIL APPROVAL

DATE SPAN	TOTAL
10/26/15-11/09/15	\$ 303,782.46

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 December 16, 2015 is in the amount of Three Hundred Three Thousand, Seven Hundred Eighty Two Dollars and Forty Six 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							

7. **REPORTS/CORRESPONDENCE**

- ADMINISTRATION/FINANCE - No report.
- PUBLIC SAFETY - No report.
- STREETS & ROADS - No report.

- RECREATION ADVISORY COMMITTEE - Mayor Nohilly stated that the tree lighting was well attended.
Councilman Gunn thanked Mayor Nohilly and his family for coordinating the event.
- SHADE TREE COMMISSION - Council President White will be meeting with Marguerite Dalton and Jodi Heinz of the Shade Tree Commission.
- PLANNING BOARD - Councilman Gunn stated that the Planning Board is continuing the process of the Master Plan Review with the assistance of Planning Board Engineer/Planner, Peter Avakian. There are a number of technical items that require an update. There are a couple of particular areas the Board will be focusing on including the subject of large houses on combined lots and also “big box” house situations. Councilman Gunn stated that there are no active requests for variances at this time.
- BOARD OF EDUCATION - No Report.
- BOROUGH ADMINISTRATOR - Borough Administrator Reibrich stated that the Reorganization meeting will be January 6, 2016 at 7pm.

Borough Administrator/Clerk Reibrich stated that she has received all professional contracts for 2016.

Borough Administrator/Clerk Reibrich reminded Council that the Volunteer Lunch is Friday, December 18, 2015 from Noon to 2pm.

Councilman Franks questioned the timetable for a review of the presentation by Tax Assessor Worth.

Council President White stated the discussion would continue at a future Council workshop meeting after the Reorganization meeting on January 6, 2016.

Borough Administrator/Clerk Reibrich stated that Council had until April to make a decision regarding the Assessment Demonstration Program.

8. **COMMENTS FROM THE PUBLIC**

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

9. **ADJOURNMENT**- With no Council comments, Council President White made a motion to adjourn, 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							

Lori Reibrich, RMC
Borough Administrator/Clerk