

**BOROUGH OF INTERLAKEN  
MINUTES  
JUNE 19, 2013  
7:30 P.M. AT BOROUGH HALL**

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The meeting of the Borough of Interlaken was called to order at 7:29 p.m., by Mayor Nohilly. It was followed by a salute to the flag and a moment of silence. The following statement was read by Borough Administrator 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 annual notice is posted on the Borough bulletin board and is on file in the Borough Clerk's office."

Present: Mayor Nohilly, Council President Miller, Council members Morley, Napoli, Parry, White

Also Present: Borough Administrator Reibrich, Borough Attorney Richard Shaklee Esq.

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**1. PUBLIC COMMENTS: FOR AGENDA SPECIFIC ITEMS ONLY – EXCLUSIVE OF ORDINANCES** Mayor Nohilly opened the floor for public comment. With no public comment, he closed the floor.

**2. MAYOR'S PROCLAMATION: RECOGNIZING COUCILMAN FOLTA'S SERVICE**

**WHEREAS**, Corey D. Folta served as Councilman for the Borough of Interlaken from January 1, 2012 through June 5, 2013: and

**WHEREAS**, Corey D. Folta understood the value of public service to the Borough of Interlaken; and

**WHEREAS**, due to the stewardship and dedication shown by Corey D. Folta through his time on the Borough Council; as a member of the Streets and Roads Committee, the Recreation Committee, Administration and Finance Committee and as the Council Liaison to the 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 Corey D. Folta, who served the Interlaken Borough Council well, is deserving of much regard and appreciation for his dedication and years of service.

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

**3. MAYOR'S PROCLAMATION: RECOGNIZING PLANNING BOARD CHAIRMAN WILLIAM MEHR'S SERVICE**

**WHEREAS**, William Mehr served as the Planning Board Chairman for the Borough of Interlaken from May 1, 2006 through June 17, 2013: and

**WHEREAS**, William Mehr understood the value of public service to the Borough of Interlaken; and

**WHEREAS**, due to the stewardship and dedication shown by William Mehr through his time as Planning Board Chairman, 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 William Mehr, who served the Interlaken Planning Board well, is deserving of much regard and appreciation for his dedication and years of service.

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

**4. APPROVAL OF THE MINUTES: JUNE 5, 2013-WORKSHOP & REGULAR**

Councilman White asked that his name be added to show he was present.

Council voted to approve the minutes as amended. Council President Miller abstained.

Record of Vote	Mayor Nohilly	Council President Miller	Councilman Parry	Councilman White	Councilman Morley	Councilman Napoli	Vacancy
Motion to Approve				X			
Motion to Second						X	
Approved			X	X	X	X	
Opposed							
Abstain/Recuse		X					
Absent/Excused							

**5. RESOLUTION 2013-86: CHAPTER 159 ACCEPTING CLEAN COMMUNITIES GRANT**

**WHEREAS, N.J.S.A.40A:4-87** provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such shall have been made by law and the amount thereof was not determined at the time of the adoption of the budget, and

**WHEREAS**, said Director may also approve the insertion of any item of appropriation for any equal amount, and

**WHEREAS**, the Borough of Interlaken received \$4,000.00 from the New Jersey Department of Environmental Protection for the Fiscal Year 2013 Clean Communities Program,

**NOW, THEREFORE BE IT RESOLVED** that the Borough of Interlaken, County of Monmouth hereby requests the Director of the Division of Local Government Services to approve the insertion of items of revenue in the budget year 2013 the sum \$4,000.00 which is now available as revenue from the State of New Jersey Department of Environmental Protection.

**BE IT FURTHER RESOLVED** that a like sum is hereby appropriated under the caption of:

Clean Communities Grant 2013  
 Other Expenses.....\$: 4,000.00

**BE IT FURTHER RESOLVED** that two copies of this resolution be forwarded to the following

1. Thomas Neff, Director, Division of Local Government Services  
 PO Box 803, Trenton NJ 08625-0803
2. Stephen Gallagher, CFO
3. Robert Hulsart, Borough Auditor
3. Lori Reibrich, Borough Administrator

No Council comment.

Record of Vote	Mayor Nohilly	Council President Miller	Councilman Parry	Councilman White	Councilman Morley	Councilman Napoli	Vacancy
Motion to Approve		X					
Motion to Second			X				
Approved		X	X	X	X	X	
Opposed							
Abstain/Recuse							
Absent/Excused							

**6. RESOLUTION 2013-87: AUTHORIZING CONTRACT FOR MUNICIPAL PLANNING CONSULTING SERVICES- JAMES HIGGINS ASSOCIATES**

**WHEREAS**, there exists a need for a professional planner to perform municipal planning services in connection with the Borough of Interlaken’s Planning Board Zoning Ordinance review;

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Borough Council of the Borough of Interlaken as follows:

1. James W. Higgins Associates has been contracted to review the Zoning Ordinances and make recommendations as to potential changes with regard to bulk requirements, FAR, fence regulations, and aesthetic controls or incentives as directed by the Planning Board not to exceed \$2,500.00.
2. This contract is awarded without competitive bidding as a professional service contract under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-5 (1) (1) this contract is for services performed by a person authorized by law to practice a recognized profession and it was not possible to obtain competitive bidding.
3. A copy of this resolution shall be published in the official newspaper of the Borough of Interlaken within ten (10) days of its passage.

No Council comment.

Record of Vote	Mayor Nohilly	Council President Miller	Councilman Parry	Councilman White	Councilman Morley	Councilman Napoli	Vacancy
Motion to Approve				X			
Motion to Second						X	
Approved		X	X	X	X	X	
Opposed							
Abstain/Recuse							
Absent/Excused							

**7. RESOLUTION 2013-88: AUTHORIZING CONTRACT FOR 5 YEAR COMMUNITY FOREST MANAGEMENT PLAN- CHESTNUT ARBORICULTURAL & FORESTRY SERVICES, LLC**

**WHEREAS**, there exists a need for the second (2<sup>nd</sup>) five (5) year Community Forest Management Plan in connection with the Borough of Interlaken’s Shade Tree Commission,

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Borough Council of the Borough of Interlaken as follows:

1. Chestnut Arboricultural & Forestry Services, LLC has been contracted to prepare, submit and have approved the second (2<sup>nd</sup>) five (5) Year Community Forestry Management Plan.
2. This contract is awarded without competitive bidding as a professional service contract under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-5 (1) (1) this contract is for services performed by a person authorized by law to practice a recognized profession and it was not possible to obtain competitive bidding.
3. A copy of this resolution shall be published in the official newspaper of the Borough of Interlaken within ten (10) days of its passage.

No Council comment.

Record of Vote	Mayor Nohilly	Council President Miller	Councilman Parry	Councilman White	Councilman Morley	Councilman Napoli	Vacancy
Motion to Approve				X			
Motion to Second						X	
Approved		X	X	X	X	X	
Opposed							
Abstain/Recuse							
Absent/Excused							

**8. RESOLUTION 2013-89: AUTHORIZING APPOINTMENT OF ALEX WORTH AS TAX ASSESSOR**

**WHEREAS**, Alex Worth, has successfully fulfilled the unexpired term of former Tax Assessor, Edward Mullane, which will end on June 30, 2013;

**BE IT RESOLVED** by the Borough Council of the Borough of Interlaken, Monmouth County, New Jersey, that Alex Worth shall be reappointed as Tax Assessor for a four (4) year term, which shall commence July 1, 2013 pursuant to law;

**BE IT RESOLVED** that the position of Tax Assessor will be compensated in accordance with the 2013 Salary Ordinance.

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

1. Alex Worth, Tax Assessor
2. Stephen O. Gallagher, CFO
3. Matthew Clark, Monmouth County Tax Administrator
4. Lori Reibrich, Borough Administrator

No council comment.

Record of Vote	Mayor Nohilly	Council President Miller	Councilman Parry	Councilman White	Councilman Morley	Councilman Napoli	Vacancy
Motion to Approve				X			
Motion to Second		X					
Approved			X	X	X	X	
Opposed							
Abstain/Recuse							
Absent/Excused							

9. **RESOLUTION 2013-90: AUTHORIZING PAYMENT OF BILLS**

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

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DATE SPAN	TOTAL
05/22/13-06/03/13	187,939.61

**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 June 5, 2013, is in the amount of One hundred eighty-seven thousand, nine hundred thirty nine dollars and sixty-one 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.

No Council comment.

Record of Vote	Mayor Nohilly	Council President Miller	Councilman Parry	Councilman White	Councilman Morley	Councilman Napoli	Vacancy
Motion to Approve				X			
Motion to Second						X	
Approved			X	X	X	X	X
Opposed							
Abstain/Recuse		X					
Absent/Excused							

10. **DISCUSSION: UPDATES ON COUNTY TAX ASSESSMENT PROGRAMS**

Alex Worth, Tax Assessor, gave a brief overview of revisions to the County Tax Assessment Programs. Alex Worth, Tax Assessor noted that these revisions would reduce costs and improve efficiency.

## **11. DISCUSSION: ANNUAL PICNIC**

Mayor Nohilly stated that he reached out to the Mayor and the Fire Chief in Allenhurst with the idea that the picnic could be a fundraiser for the Fire/First Aid. Allenhurst would be on board with this idea and offer their assistance with the picnic.

Councilman White discussed information regarding local caterers. Councilman White received a quote from Falco Caterers, for a picnic buffet meal with all paper goods, utensils, linens and servers for \$18 per person. Set up and clean up was included in this quote.

Council discussed how the Fire/First Aid would receive donations. Council discussed that the plan for the Fire/First Aid to receive proceeds/donations was introduced while discussing volunteers and not paid caterers to run the picnic. There would not be any proceeds/donations, if caterers need to be paid to supply the party.

Council had a brief discussion about the source of the funding for the picnic. Council questioned whether to charge admittance this year or just ask for a suggested donation.

Council asked that the date of the picnic be included in the upcoming newsletter, as well as a request for volunteers.

## **12. REPORTS/CORRESPONDENCE**

- **ADMINISTRATION/FINANCE** – No Report.
- **PUBLIC SAFETY** – No Report.
- **STREETS & ROADS**- No Report.
- **RECREATION ADVISORY COMMITTEE** – Picnic was previously discussed.
- **SHADE TREE COMMISSION** – No Report.
- **PLANNING BOARD** – Council President Miller will replace Councilman Folta on the Planning Board.
- **BOARD OF EDUCATION** – Councilman Morley will take over Council President Miller's duties on the Board of Education.
- **BOROUGH ADMINISTRATOR**- Borough Administrator Reibrich presented a request by a local Eagle Scout to add some signs in several areas throughout the Borough. Council had a brief discussion and decided to permit the request.

## **13. COMMENTS FROM THE PUBLIC**

Mrs. Franks, 310 Bendermere Avenue, stated that she liked the idea of the Fire/First Aid Department putting together the picnic. The picnic would be closer to the old fashioned picnics of the past. Ms. Franks objects to bringing in a caterer for the picnic.

Mayor Nohilly stated that everyone agrees in theory to the old fashioned picnic idea, but there are not enough volunteers to do the amazing amount of work required to put it together.

**14. RESOLUTION 2013-91: EXECUTIVE SESSION**

**WHEREAS**, the Open Public Meetings Act, P.L. 1975, Chapter 231 and P.L. 2001, C. 404, permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, the Borough Council of the Borough of Interlaken wishes to go into a closed Executive Session and is of the opinion that such circumstances presently exist which should not be discussed in public, and

**WHEREAS**, the Open Public Meetings Act pursuant to N.J.S.A. 47:1A-1 and N.J.S.A. 10:4-12 permits the Borough Council to discuss this certain matter(s) in private, and in this case for the purpose of the Borough Council to discuss:

**Personnel / Contract Negotiations**

***DPW Contract Negotiations Update***

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Interlaken that it will go into an Executive Session for the purpose of the Borough Council to discuss the above mentioned subject; and

**BE IT FURTHER RESOLVED** that formal action may be taken upon return to open public session subsequent to the executive session. Public comment will be allowed after the executive session.

**BE IT FURTHER RESOLVED** that the results of such discussion may be revealed at such time as the matter(s) are resolved and/or a contract(s) is signed and/or the negotiations are concluded and/or the new personnel are hired and/or within 30 days of the date of this closed session discussion. Interested parties may contact the Borough Clerk/Administrator anytime during normal business hours for periodic updates as to the availability in this regard.

No Council comment.

Record of Vote	Mayor Nohilly	Council President Miller	Councilman Parry	Councilman White	Councilman Morley	Councilman Napoli	Vacancy
Motion to Approve				X			
Motion to Second						X	
Approved			X	X	X	X	X
Opposed							
Abstain/Recuse		X					
Absent/Excused							

**15. RETURN TO OPEN SESSION**

Councilman White made MOTION TO RETURN TO OPEN SESSION, seconded by Councilman Napoli.

No Council comment.

Record of Vote	Mayor Nohilly	Council President Miller	Councilman Parry	Councilman White	Councilman Morley	Councilman Napoli	Vacancy
Motion to Approve				X			
Motion to Second						X	
Approved			X	X	X	X	X
Opposed							
Abstain/Recuse		X					
Absent/Excused							

After a brief discussion by Council it was decided that there would be one general meeting in July. The July meeting was scheduled for July 10<sup>th</sup> at 7pm. There will be no Council Workshop meetings in July. The public will be noticed accordingly.

**16. COMMENTS FROM THE PUBLIC -** Mayor Nohilly opened the floor for public comment. With no public comment, he closed the floor.

**17. ADJOURNMENT**

With no further discussion, Councilman White made a MOTION TO ADJOURN at 9:09pm, seconded by Council President Miller and unanimously carried.

Record of Vote	Mayor Nohilly	Council President Miller	Councilman Parry	Councilman White	Councilman Morley	Councilman Napoli	Vacancy
Motion to Approve				X			
Motion to Second		X					
Approved		X	X	X	X	X	
Opposed							
Abstain/Recuse							
Absent/Excused							

\_\_\_\_\_  
 Lori Reibrich  
 Borough Administrator/Clerk  
 Date Approved: \_\_\_\_\_