

**BOROUGH OF INTERLAKEN
MINUTES
MARCH 15, 2023
7:30 P.M. AT BOROUGH HALL**

The regular meeting of the Borough of Interlaken was called to order 7:48 p.m., by Mayor Nohilly. The Sunshine Statement was read by Borough Clerk/Administrator Lori Reibrich. It was followed by a salute to the flag and a moment of silence.. “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 was posted on the Borough bulletin board and is on file in the Borough Clerk’s office.”

Present: Mayor Nohilly, Councilmembers Horowitz, DeSarno, Blasucci

Absent: Council President Butler and Councilmembers Delia and Franks

Also Present: Borough Administrator/Clerk Lori Reibrich, Borough Attorney Richard Shaklee

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

Mayor Nohilly opened the floor for public comment. Mayor Nohilly noted there were no members of the public present and closed the floor.

2. APPROVAL OF THE MINUTES: FEBRUARY 15, 2023 WORKSHOP & REGULAR

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

3. RESOLUTION 2023-47: GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH UNITED STATES EEOC

GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH UNITED STATES EQUAL OPPORTUNITY COMMISSION’S “ENFORCEMENT GUIDANCE ON THE CONSIDERATION OF ARREST AND CONVICTION RECORDS IN EMPLOYMENT DECISIONS UNDER TITLE VII OF THE CIVIL RIGHTS ACT OF 1964”

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit’s hiring practices comply with the United States Equal Employment Opportunity Commission’s “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964,” *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit’s hiring practices as they pertain to the consideration of an individual’s criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the Borough Council of the Borough of Interlaken, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit’s hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

I , Lori Reibrich Clerk of the Borough of Interlaken, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Interlaken at a regular meeting held on March 15, 2023.

Lori Reibrich, RMC
Borough Administrator/Clerk

With no comments, Councilman Blasucci made a motion to approve, seconded by Councilwoman Horowitz and unanimously carried. Members of Council signed the group affidavit.

	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
Opposed							
Abstain/ Recuse							
Absent/ Excused				X	X		

4. **RESOLUTION 2023-48: SELF EXAMINATION OF THE 2023 MUNICIPAL BUDGET**

SELF EXAMINATION OF THE 2023 MUNICIPAL BUDGET

WHEREAS, N.J.S.A. 40A4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination, and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997, and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 thru 7.5 the Borough of Interlaken has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the Borough of Interlaken meets the necessary conditions to participate in the program for the 2023 budget year.

BE IT RESOLVED, by the Borough Council of the Borough of Interlaken that in accordance with N.J.A.C. 5:30-7.6a & b and based upon the Chief Financial Officer's certification, the Governing Body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a. Payment of interest and debt redemption charges
 - b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve for uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A.40A:4-45.2 and appropriations for exceptions to limits on appropriations found at 40A:4-45.3 et seq. are fully met (Complies with the "CAP" law.)
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate, and correctly stated
 - b. Items of appropriation are properly set forth
 - c. In itemization, form, arrangement, and content the budget will permit the exercise of the comptroller function within the municipality
5. The budget and associated amendments have been introduced and publicly advertised

in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.

6. That all other applicable statutory requirements have been fulfilled.

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

1. Jacquelyn Suarez, Director, Division of Local Government Services
2. Joseph Zanga, Chief Financial Officer
3. Lori Reibrich, Borough Administrator
4. Robert Hulsart, Municipal Auditor

CERTIFICATION OF APPROVED BUDGET

It is hereby certified that the Approved Budget of the Borough of Interlaken complies with the requirements of law and approval is given pursuant to N.J.S.A. 40A:4-78(b) and N.J.A.C. 5:30-7.

It is further certified that the municipality has met the eligibility requirements of N.J.A.C. 5:30-7.4 and 7.5, and that I, as Chief Financial Officer, have completed the local examination in compliance with N.J.A.C. 5:30-7.6.

Dated: _____ By: _____
Chief Financial Officer

This certification form and resolution of the governing body executing such certification should be annexed to the adopted budget (N.J.A.C. 5:30-7.6(e))

I, Lori Reibrich, Clerk of the Borough of Interlaken, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Interlaken at a special meeting held on March 15, 2023.

 Lori Reibrich,
 Borough Administrator/Clerk

With no comments, Council President Butler 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
Opposed							
Abstain/ Recuse							
Absent/ Excused				X	X		

5. RESOLUTION 2023-49: INTRODUCTION OF THE 2023 MUNICIPAL BUDGET

AUTHORIZING INTRODUCTION OF 2023 MUNICIPAL BUDGET

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby introduces the 2023 Municipal Budget pursuant to the attached 2023 proposed municipal budget; and

BE IT FURTHER RESOLVED that a public hearing relative to said budget will be conducted on April 19, 2023, 7:30 p.m. at the Interlaken Borough Hall, 100 Grasmere Avenue, Interlaken NJ 07712. A full complete copy of the proposed 2023 Budget is available for public inspection in the office of the Borough Administrator/Clerk by appointment, as well as on the Borough’s website.

BE IT FURTHER RESOLVED that the 2023 Municipal Budget Revenue and Appropriation Summaries shall be published in The Coaster prior to the aforementioned public hearing.

NOW, THEREFORE, BE IT FUTHER RESOLVED that a copy of this Resolution be forwarded to the following;

- 5. Director of Local Government Services
- 6. Joseph Zanga, Chief Financial Officer
- 7. The Coaster for publication
- 8. Robert Hulsart, Municipal Auditor

I , Lori Reibrich Clerk of the Borough of Interlaken, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Interlaken at a regular meeting held on March 15, 2023.

Lori Reibrich, RMC
Borough Administrator/Clerk

With no comments, Councilman Blasucci 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
Opposed							
Abstain/ Recuse							
Absent/ Excused				X	X		

6. **RESOLUTION 2023-50: APPROPRIATION RESERVE TRANSFERS WITHING THE 2022 BUDGET DURING THE FIRST THREE MONTHS OF THE FOLLOWING YEAR**

APPROPRIATION RESERVE TRANSFERS WITHIN THE 2022 BUDGET DURING THE FIRST THREE MONTHS OF THE FOLLOWING YEAR

WHEREAS, 2022 bills and claims have been presented for payment this year, which was more than was anticipated on the financial records at year end; and

WHEREAS, N.J.S.A. 40A:4-59 provides that all unexpended balances carried forward after the close of the year are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments, or contracts incurred during the preceding fiscal year, and allow transfers to be made from unexpended balances which are expected to be insufficient during the first three months of the succeeding year;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Interlaken, County of Monmouth, State of New Jersey that the transfers be made between the 2022 Budget Appropriation Reserves as follows:

CURRENT FUND

	Amount From:	Amount to:
Group Health Benefits	\$ 2,700.00	
Borough Clerk (Codification)		\$ 2,700.00

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

1. Joseph Zanga, Chief Financial Officer
2. Robert Hulsart, Municipal Auditor

I , Lori Reibrich Clerk of the Borough of Interlaken, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Interlaken at a regular meeting held on March 15, 2023.

Lori Reibrich, RMC
Borough Administrator/Clerk

With no comments, Councilman Blasucci made a motion, 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
Opposed							
Abstain/ Recuse							
Absent/ Excused				X	X		

7. **RESOLUTION 2023-51: AUTHORIZATION TO JOIN THE CENTRAL JERSEY HEALTH INSURANCE FUND**

**CONFIRMING APPOINTMENT OF LORI REIBRICH
AS CENTRAL JERSEY HEALTH INSURANCE FUND COMMISSIONER AND
JOSEPH ZANGA AS THE ALTERNATE**

BE IT RESOLVED by the Borough Council of the Borough of Interlaken that it hereby appoints Lori Reibrich as the Fund Commissioner to the Central Jersey Health Insurance Fund; and

BE IT FURTHER RESOLVED that Joseph Zanga be appointed as Alternate Fund Commissioner to the Central Jersey Health Insurance Fund.

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

1. Lori Reibrich, Borough Administrator
2. CJHIF
3. Chuck Cassagrande, Danskin Agency

I, Lori Reibrich, Municipal Clerk of the Borough of Interlaken, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Interlaken at a regular meeting held on March 15, 2023

Lori Reibrich, RMC
Borough Administrator/Clerk

With no comments, 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
Opposed							
Abstain/ Recuse							
Absent/ Excused				X	X		

8. RESOLUTION 2023-52: APPOINTMENT OF CENTRAL JERSEY HEALTH INSURANCE FUND COMMISSIONERS & ALTERNATE

AUTHORIZATION TO JOIN THE CENTRAL JERSEY HEALTH INSURANCE FUND

WHEREAS, a number of public entities in the State of New Jersey have joined together to form the CENTRAL JERSEY HEALTH INSURANCE FUND, hereafter referred to as "the FUND", as permitted by N.J.S.A. 11:15-3, 17:1-8.1, and 40A:10-36 et seq., and;

WHEREAS, the FUND was approved to become operational by the Departments of Insurance and Community Affairs and has been operational since that date, and;

WHEREAS, the statutes and regulations governing the creation and operation of a joint health insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such the FUND;

WHEREAS, the governing body of Borough of Interlaken, hereinafter referred to as "LOCAL UNIT" has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the LOCAL UNIT hereby agrees as follows:

- i. Join the FUND for the period outlined in the LOCAL UNIT's Indemnity and Trust Agreements.
- ii. Will participate in the following type (s) of coverage (s):
 - a.) Health Insurance as defined pursuant to N.J.S.A. 17B:17-4, the FUND's Bylaws, and Plan of Risk Management.
- iii. Adopts and approves the FUND's Bylaws.
- iv. Execute an application for membership and any accompanying certifications.

BE IT FURTHER RESOLVED that the governing body of the LOCAL UNIT is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND's Bylaws, and to deliver these documents to the FUND's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the LOCAL UNIT by the FUND.
- ii. Receipt from the LOCAL UNIT of a Resolution accepting assessment.
- iii. Approval by the New Jersey Department of Insurance and Department of Community Affairs.

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

- 1. CJHIF
- 2. Joe Zanga, Chief Financial Officer
- 3. Lori Reibrich, Borough Administrator

I, Lori Reibrich Clerk of the Borough of Interlaken, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Interlaken at a regular meeting held on March 15, 2023.

Lori Reibrich, RMC
Borough Administrator/Clerk

With no comments, Councilman DeSarno made a motion to approve, seconded by Councilman Blasucci 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
Opposed							
Abstain/ Recuse							
Absent/ Excused				X	X		

9. **RESOLUTION 2023-53: DECLARING ARBOR DAY**

Arbor Day

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, 2023 is the 151th anniversary of the holiday and Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and beautify our community, and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Interlaken, do hereby proclaim *Sunday April 30, 2023* as the 151st anniversary celebration of Arbor Day in the Borough of Interlaken, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

BE IT FURTHER RESOLVED, the Mayor and Council of the Borough of Interlaken, urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

I, Lori Reibrich, Clerk of the Borough of Interlaken, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Interlaken at a regular meeting held on March 15, 2023.

Lori Reibrich,
Borough Administrator/Clerk

With no comments, Council President Butler 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
Opposed							
Abstain/ Recuse							
Absent/ Excused				X	X		

10. **RESOLUTION 2023-54: BILL LIST**

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

DATE SPAN	TOTAL
03/07/23 – 03/13/23	\$31,239.83

RESOLUTION 2023-54

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 March 15, 2023 is in the amount of Thirty-One Thousand, Two Hundred Thirty-Nine Dollars and Eighty-Three 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.

I , Lori Reibrich Clerk of the Borough of Interlaken, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Interlaken at a regular meeting held on March 15, 2023

Lori Reibrich, RMC, Borough Administrator/Clerk

11. REPORTS/CORRESPONDENCE

Administration/Finance – No Report

Public Safety – No Report

Streets & Roads – Councilman Blasucci referenced an email sent to Council regarding the storm drain cleaning throughout town.

Mayor Nohilly explained that the storm drains do get cleaned regularly. He discussed the amount of brush that is allowed to be placed in the road for daily pick up. Councilman Blasucci included that people have sump pumps that run all the time which pushes the debris to the storm drains. He said that he has seen them cleaning them and that it may be difficult to maintain them with the amount of debris people place in the gutter line.

Mayor Nohilly agreed and said that they do a great job for the amount of trees which constantly drop leaves as well as the allowance to put out brush and leaves every day for pick up. That is not something other towns have in place.

Council President Butler stated that he feels DPW does a great job at the maintenance of the town and perhaps if residents see a storm drain with debris on it they can do their part to help out. It would take a few seconds to move the debris themselves. The residents could feel like they did their part in helping out with the beautification of the town. It is nearly impossible to follow behind every piece of brush and debris and especially when it rains the storm drains will fill up as fast as they are cleaned.

Shade Tree Commission – No Report

Planning Board – No Report

Board of Education – Councilman DeSarno stated that he attended the Board of Education Budget Meeting and that the approved budget is not seeing an increase of students so their portion of the taxes remains stable at this time.

Borough Administrator – BA Reibrich informed the Council about the Bridlemere Phase 2 Timeline for advertising, bid opening and project time line with a completion by June 30th.

Mayor Nohilly added that during this project Grasmere Avenue passing lines from long ago will be made solid.

Council quickly discussed having the Annual Garage Sale. BA Reibrich stated that she was doing a mailer for the Easter Egg Hunt and Arbor Day. With consensus from the group that they wanted to have the garage sale again this year, she indicated that she would include a flyer for that as well.

12. COMMENTS FROM THE PUBLIC: Mayor Nohilly opened the floor for public comment. With no public present, Mayor Nohilly closed the floor.

13. ADJOURNMENT:

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

Lori Reibrich, RMC
Borough Administrator/Clerk