

**BOROUGH OF INTERLAKEN  
MINUTES  
DECEMBER 4, 2013  
7:30 P.M. AT BOROUGH HALL**

The meeting of the Borough of Interlaken was called to order at 7:41 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 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 Miller (via Skype), Council members, Cohen, Morley, Napoli, Parry, White

Also Present: Borough Administrator Reibrich and Borough Attorney Richard Shaklee

Council President Miller acknowledged the passing of long time resident, Ron Shafer and asked for a moment of silence. A moment of silence followed.

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

With no public present, no comments were made. Mayor Nohilly closed the floor.

**2. APPROVAL OF MINUTES: NOVEMBER 13, 2013- WORKSHOP & REGULAR**

Councilman White made a MOTION TO APPROVE MINUTES, seconded by Council President Miller. Council approved payment without comment.

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

**3. APPROVAL OF MINUTES: NOVEMBER 13, 2013- EXECUTIVE SESSION**

Councilman White made a MOTION TO APPROVE MINUTES, seconded by Councilman Morley. Council approved payment without comment.

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

**4. RESOLUTION 2013-118: AWARDING A CONTRACT TO REALTY APPRAISAL COMPANY FOR REAL PROPERTY DATA COLLECTIONS AND VERIFICATION SERVICES IN ACCORDANCE WITH THE ASSESSMENT DEMONSTRATION PROGRAM**

Councilman White made a MOTION TO APPROVE MINUTES, seconded by Councilman Morley. Council approved payment without comment.

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

**5. RESOLUTION 2013-119: TRANSFER RESOLUTION**

6. Councilman Napoli questioned schedule of payments. Councilman White made a MOTION TO AUTHORIZE PAYMENT, seconded by Councilman Parry. Council approved payment.

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

Councilman Napoli made a MOTION TO APPROVE APPOINTMENT, seconded by Councilman Morley. Council approved appointment without comment.

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

**7. RESOLUTION 2013-116: APPROVAL OF BILL LIST**

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

DATE SPAN	TOTAL
10/15/13-11/13/13	\$178,675.68

**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 November 13, 2013, is in the amount of One Hundred Seventy-Eight Thousand, Six Hundred Seventy Five dollars and Sixty-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.

Councilman White stated that Finance and Administration reviewed and approved bills.  
 Councilman White made a MOTION TO APPROVE BILL LIST, seconded by Councilman Parry.  
 Council approved bill list.

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

## **8. REPORTS/CORRESPONDENCE**

**ADMINISTRATION/FINANCE** – No report.

**PUBLIC SAFETY** – Council President Miller highlighted parts of Chief Neuman’s monthly report pertaining an arrest. A suspect involved in the recent string of car break ins was apprehended due to an investigation using DNA left behind in one of the vehicles.

**STREETS & ROADS** – No report.

**RECREATION ADVISORY COMMITTEE** – No report.

**SHADE TREE COMMISSION** - Councilman White reported that there are some trees that need to be taken down. DPW is taking down two of the trees.

Borough Administrator Reibrich stated that quotes were being sought for the trees that are too large for DPW to take down. Borough Administrator Reibrich stated that all of the trees being removed are at the request of the Shade Tree Commission after their yearly tree survey.

Mayor Nohilly stated that the Shade Tree initiates the program. Mayor Nohilly explained that the Shade Tree Commission walks the town with a Certified Tree Expert to determine hazard trees and which trees need to be removed. The Shade Tree Commission then contacts Business Administrator Reibrich and DPW to determine which trees can be taken down by DPW and which trees will be contracted out.

The trees scheduled for removal are on Rona Street, Bendermere Avenue, Bridlemere Avenue and in the Arboretum.

**PLANNING BOARD** – Council President Miller stated that the next Planning Board Meeting will be held Monday, November 25, 2013.

**BOARD OF EDUCATION** - Councilman Morley congratulated Tracey Handerhan and Kimberlee Hoyle on their election to the Board of Education. Councilman Morley stated that the attendance at the last meeting was small and that future meetings would be brought back to the Borough Hall rather than the Fire House.

**BOROUGH ADMINISTRATOR** - Borough Administrator Reibrich asked about hosting the Holiday Tree Lighting. Borough Administrator Reibrich confirmed with Council that the event would be Sunday, December 8, 2013 and that the Allenhurst Fire Department would be bringing Santa. Borough Administrator questioned how the town lights would be handled. There was some discussion about purchasing new lights for the building. Council discussed activities for the children during the event.

Borough Administrator Reibrich asked whether the staff and volunteer luncheon will continue. The date for the luncheon is set for Wednesday, December 18, 2013.

Council discussed the date of the Reorganization Meeting. The meeting was rescheduled to Tuesday, January 7, 2013 at 6:00pm and will be noticed.

Borough Administrator Reibrich advised that the New Jersey League of Municipalities is offering their monthly magazine as an online subscription and asked Council their subscription preference.

Mayor Nohilly stated that he had been contacted by a resident regarding a sewer issue involving a joint connection to the main line in the street. The resident is asking the Borough if access to the property to fix the connection can be denied.

Mayor Nohilly stated that the Code Official has given an opinion.

Borough Administrator stated that the Code Official’s opinion is that it is a civil issue between the two residents. It is not an issue regarding the Borough’s connection.

Borough Attorney Agent DeSimone questioned whether the issue involved the Borough’s sewer line.

Councilman Napoli stated that there are some cases on side streets that sewer lines transverse some properties.

Council had a brief discussion regarding the matter and agreed that this was an issue regarding property easements. Borough Attorney Shaklee would be consulted regarding property easements.

Councilman White suggested that dry wood should be purchased for the fire pit at the tree lighting event.

Mayor Nohilly stated that someone should be assigned to monitor and maintain the fire at the event.

**9. COMMENTS FROM MEMBERS OF COUNCIL**

Council President Miller thanked everyone and the Council for the election.

Council President Miller stated that he will be traveling to Florida this month and staying through March. Borough Attorney Shaklee and Borough Administrator Reibrich have been consulted regarding Council President Miller's attendance at meetings. Council President Miller will return to attend the Reorganization meeting. Other meetings will be attended remotely through conferencing equipment.

Council President Miller thanked Councilman Parry for his nine and a half years of service to the Council and the Borough.

Councilman Napoli also thanked Councilman Parry for his service and congratulated Mr. Handerhan who will be joining Council in January.

Councilman Napoli requested that communication to residents be a subject to be added to the next agenda.

Councilman Napoli questioned why the TOSA meeting was cancelled.

Councilman White and Mayor Nohilly explained that the meeting was cancelled due to a death in one of the attendee's family and that the rescheduling of the meeting is being coordinated by Borough Attorney Richard Shaklee.

Councilman White stated that a review of the TOSA meeting will be presented to Council once it has been attended.

Councilman Napoli questioned when budget transfers would occur.

CFO Gallagher stated that the resolution for transfers would be presented at the first meeting in December.

Councilman Napoli asked questions regarding the budget line item pertaining to the aid to the Allenhurst Fire and First Aid.

CFO explained that the budget is what is needed to run the town. The amount to be raised by taxation is the amount that is needed in revenues to support that taxation. Revenues are also received by State Aid and miscellaneous revenues.

CFO Gallagher answered general questions by Councilman Napoli regarding budget transfers, budget reserves and unencumbered line items.

Council discussed the money that was allocated as a line item for aid to the Allenhurst Fire and First Aid.

**10. RESOLUTION 2013-117: – AUTHORIZING EXECUTIVE SESSION**

**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:

***DPW CONTRACT NEGOTIATIONS***

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 will not 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.

Council President Miller made a MOTION TO AUTHORIZING EXECUTIVE SESSION, seconded by Councilman Parry.

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

**11. RETURN TO OPEN SESSION**

Council President Miller made a MOTION TO RETURN TO OPEN SESSION, seconded by Councilman Parry.

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

**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 discussion, Councilman Parry made a MOTION TO ADJOURN at 9:32 p.m., seconded by Councilman Morley and unanimously carried.

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

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