

**MINUTES OF THE REORGANIZATION MEETING
OF THE
BOROUGH OF MENDHAM MAYOR AND COUNCIL**

January 3, 2020

CALL TO ORDER

Mayor Christine Serrano-Glassner called the 2020 Reorganization Meeting of the Mayor and Council to order at 7:00 p.m. in the Mendham Fire House, 24 E. Main Street, Mendham, New Jersey.

FLAG SALUTE AND MOMENT OF SILENCE

Mayor Serrano-Glassner led a moment of silence and then proceeded with the Pledge of Allegiance.

MAYOR'S OPENING STATEMENT

Notice of this Reorganization Meeting of the Mayor and Council of the Borough of Mendham was published in the Daily Record and Star Ledger and was posted in the Phoenix House municipal building in accordance with the Open Public Meetings Act.

INVOCATION

The Rev. Lorna Erixson, Rector, St. Mark's Episcopal Church gave the invocation.

STATEMENT OF DETERMINATION OF THE MORRIS COUNTY BOARD OF CANVASSERS

The Borough Clerk will present the official Statement of Determination received from the Morris County Board of Canvassers confirming the election of two Members to the Mendham Borough Council.

ADMINISTRATION OF THE OATHS OF OFFICE – NEWLY ELECTED OFFICIALS

James R. Kelly, Council Member

Mayor Serrano-Glassner administered the Oath of Office to Council Member James R. Kelly who was accompanied by his wife and brother.

Mary Sue Martin, Council Member

Mayor Serrano-Glassner administered the Oath of Office to Council Member Mary Sue Martin who was accompanied by her husband and two children.

ROLL CALL

The following officials were present:

- Mayor Christine Serrano-Glassner
- Council Member Steven Andrew
- Council Member John Andrews
- Council Member Brad Badal
- Council Member James Kelly
- Council Member Mary Sue Martin
- Council Member Brennan Reilly

Also present were:

- Fred Semrau, Esq., Borough Attorney
- Susan Sharpe, Esq., Borough Attorney
- Joyce Bushman, Borough Administrator
- Robin R. Kline, Borough Clerk

MAYOR'S WELCOME

Mayor Serrano-Glassner welcomed everyone attending the 2020 Reorganization meeting. In a fun and lively manner, she pointed out that she and the Council are wearing clothing styled in the 1920's to start off the new decade with a roar, as in roaring twenties.

Mayor Serrano-Glassner recognized several officials in attendance, including Chester Township Councilman Michael Inganamort, State Senator Anthony Bucco, State Assembly Member Aura Dunn, and Mr. Lawrence Casha. She further thanked the late State Senator Tony Bucco for his many years of service. Lastly, she thanked former Council Member Dave Sharkey who served on the Borough Council for 9 years and, among his many accomplishments, credited him for completing a Master Shade Tree Plan for the town, which will guide town officials to greener future.

As a special guest, she thanked former Morris County Surrogate John Pecoraro, a Mendham Borough resident. A special proclamation honoring his many years of public service was presented later in the meeting to Mr. Pecoraro.

ADOPTION OF COUNCIL BY-LAWS FOR CALENDAR YEAR 2020

001-2020 RESOLUTION ADOPTING THE BY-LAWS OF THE BOROUGH COUNCIL FOR CALENDAR YEAR 2020

Motion to Approve: Council Member Martin
Second: Council Member Kelly
Ayes: Andrew, Andrews, Badal, Kelly, Martin, Reilly
Nays: None

APPOINTMENT OF COUNCIL STANDING COMMITTEES FOR CALENDAR YEAR 2020

[Mayoral appointments with Council approval pursuant to Article V of the Council By-laws]

a. Finance Committee

Brad Badal, Chair John Andrews Steve Andrew

b. Public Safety Committee

John Andrews, Chair James Kelly Mary Sue Martin

c. Recreation Committee [including liaison to the Board of Health and Regional and Local School Boards]

Steve Andrew, Chair Brennan Reilly Mary Sue Martin

d. Personnel Committee

Mary Sue Martin, Chair John Andrews James Kelly

e. Public Works & Utilities

James Kelly, Chair Brad Badal Brennan Reilly

f. Land Use Committee [including liaison to the Planning Board, Board of Adjustment, Historic Preservation Commission and ECOSST]

Brennan Reilly, Chair Brad Badal Steve Andrew

Council Member Kelly made a motion to approve the Mayor’s appointments to the six Council Standing Committees for calendar year 2020. The motion was seconded by Council Member Reilly. A voice vote was taken with all in favor, none opposed.

NOMINATION AND ELECTION OF COUNCIL PRESIDENT FOR CALENDAR YEAR 2020

[Nomination and Election to be made by motion]

Mayor Serrano-Glassner asked for nominations for the election of a Council President for calendar year 2020.

Council Member Andrews nominated Council Member Badal as Council President. The nomination was seconded by Council Member Andrew.

There being no other nominations for Council President, Mayor Christine Serrano-Glassner called for a voice vote on the nomination of Council Member Badal as Council President.

A voice vote was taken with all Council Members in favor, none opposed.

Council Member Badal was appointed Council President for calendar year 2020.

APPOINTMENTS TO BOARDS, COMMISSIONS AND COMMITTEES

Mayor Serrano-Glassner announced the following appointments to the Board of Health and asked the Council for a motion to approve:

Appointments to the Board of Health

[Members appointed by the Borough Council]

Name	Position	Term of Office
Laura Gill, EMT	Regular Member	01/01/2020 to 12/31/2022 [3-year term]
Dr. Lesley Anne Andrew	Regular Member	01/01/2020 to 12/31/2022 [3-year term]
Laura Montenegro	Alternate I Member	01/01/2020 to 12/31/2021 [2-year term]

Council Member Martin made a motion to approve the referenced appointments to the Board of Health. The motion was seconded by Council Member Reilly. A voice vote was taken with all in favor, none opposed. Council Member Andrew recused himself from the vote.

Mayor Serrano-Glassner made the following appointments to the ECOOST Committee:

Appointments to the Environmental, Open Space & Shade Tree Committee (ECOOST)

[Members appointed by the Mayor]

Name	Position	Term of Office
Paul Cascais	Planning Board Member	01/01/2020 to 12/31/2022 [3-year term]
Paula Barber	Regular Member	01/01/2020 to 12/31/2022 [3-year term]

004-2020 TEMPORARY GENERAL OPERATING BUDGET FOR CALENDAR YEAR 2020

Motion to Approve: Council Member Andrew
Second: Council Member Martin
Ayes: Andrew, Andrews, Badal, Kelly, Martin, Reilly
Nays: None

005-2020 TEMPORARY UTILITY OPERATING BUDGET FOR CALENDAR YEAR 2020

Motion to Approve: Council Member Kelly
Second: Council Member Reilly
Ayes: Andrew, Andrews, Badal, Kelly, Martin, Reilly
Nays: None

CONSENT AGENDA ITEMS

Mayor Serrano-Glassner announced that the items on the Consent Agenda are considered routine and are to be acted upon by the Borough Council by a single vote unless a member of the Governing Body requests that an item be removed and considered separately.

There were no items removed from the Consent Agenda for separate action.

APPROVAL OF MINUTES: December 11, 2019 Regular Meeting and Executive Session Meeting

006-2020 ANNUAL SCHEDULE OF BOROUGH COUNCIL MEETINGS FOR CALENDAR YEAR 2020

007-2020 RESOLUTION AUTHORIZING DESIGNATION OF NEWSPAPERS FOR CALENDAR YEAR 2020

008-2020 RESOLUTION DESIGNATING MUNICIPAL HOLIDAYS FOR CALENDAR YEAR 2020

009-2020 RESOLUTION AFFIRMING THE POLICY OF THE BOROUGH OF MENDHAM TO TREAT THE PUBLIC, EMPLOYEES, PROSPECTIVE EMPLOYEES, APPOINTEES, VOLUNTEERS AND CONTRACTORS IN A MANNER CONSISTENT WITH ALL APPLICABLE CIVIL RIGHTS LAWS AND REGULATIONS FOR CALENDAR YEAR 2020

010-2020 RESOLUTION AUTHORIZING INTEREST RATE AND PENALTIES ON DELINQUENT PROPERTY TAX PAYMENTS AND DELINQUENT SEWER UTILITY PAYMENTS FOR CALENDAR YEAR 2020

011-2020 RESOLUTION AUTHORIZING THE TAX COLLECTOR TO HOLD A TAX LIEN SALE IN CALENDAR YEAR 2020

012-2020 RESOLUTION CANCELING OVERPAYMENT OR UNDERPAYMENT OF TAXES, SEWER FEES AND OTHER CHARGES AND FEES IN THE AMOUNT OF \$10.00 OR LESS FOR CALENDAR YEAR 2020

013-2020 RESOLUTION ADOPTING A CASH MANAGEMENT PLAN FOR CALENDAR YEAR 2020

014-2020 RESOLUTION DESIGNATING MUNICIPAL DEPOSITORIES FOR PUBLIC MONIES AND OTHER FUNDS COLLECTED BY MENDHAM BOROUGH FOR CALENDAR YEAR 2020

015-2020 RESOLUTION AUTHORIZING CHECK AND VOUCHER SIGNATURES FOR THE BOROUGH OF MENDHAM FOR CALENDAR YEAR 2020

016-2020 RESOLUTION ADOPTING THE FEE SCHEDULE FOR THE BOROUGH OF MENDHAM FOR CALENDAR YEAR 2020 [Resolution Tabled to January 27, 2020]

017-2020 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO DORSEY AND SEMRAU LLC FOR MUNICIPAL ATTORNEY SERVICES

018-2020 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO NISIVOCIA LLC FOR MUNICIPAL AUDITING SERVICES

019-2020 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO FERRIERO ENGINEERING, INC. FOR MUNICIPAL ENGINEERING SERVICES

020-2020 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO CLEARY, GIACOBBE, ALFIERI, JACOBS LLC FOR MUNICIPAL LABOR ATTORNEY SERVICES

021-2020 RESOLUTION OF THE BOROUGH OF AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO HAWKINS, DELAFIELD AND WOOD, LLC FOR MUNICIPAL BOND COUNSEL SERVICES

022-2020 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO SKYLANDS RISK MANAGEMENT, INC. FOR MUNICIPAL RISK MANAGEMENT SERVICES

- 023-2020 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO J. CALDWELL & ASSOCIATES, LLC FOR MUNICIPAL PLANNER SERVICES**
- 024-2020 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO JAMES R. WANCHO, P.E. OF PAULUS, SOKOLOWSKI AND SARTOR, LLC IN CONNECTION WITH THE BOROUGH OF MENDHAM WATER RECLAMATION FACILITY**
- 025-2020 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO STORMWATER COMPLIANCE SOLUTIONS, LLC FOR NJDEP STORMWATER PERMITTING COMPLIANCE CONSULTING SERVICES**
- 026-2020 RESOLUTION APPOINTING CERTAIN OFFICIALS AND EMPLOYEES FOR THE BOROUGH OF MENDHAM FOR CALENDAR YEAR 2020**
- 027-2020 RESOLUTION APPOINTING THE TAX COLLECTOR AS THE TAX SEARCH OFFICER FOR THE BOROUGH OF MENDHAM FOR CALENDAR YEAR 2020**
- 028-2020 RESOLUTION APPOINTING JOYCE BUSHMAN AS THE QUALIFIED PURCHASING AGENT FOR THE BOROUGH OF MENDHAM FOR CALENDAR YEAR 2020**
- 029-2020 RESOLUTION APPOINTING JOYCE BUSHMAN AS THE COMMISSIONER AND JEFF COOPER AS THE ALTERNATE COMMISSIONER TO THE MORRIS COUNTY JOINT INSURANCE FUND FOR THE BOROUGH OF MENDHAM FOR CALENDAR YEAR 2020**
- 030-2020 RESOLUTION DESIGNATING JEANNE PUGSLEY AS THE PUBLIC AGENCY COMPLIANCE OFFICER FOR THE BOROUGH OF MENDHAM FOR CALENDAR YEAR 2020**
- 031-2020 RESOLUTION APPOINTING JEFFREY COOPER AS THE MUNICIPAL CERTIFIED RECYCLING COORDINATOR AND CLEAN COMMUNITIES COORDINATOR FOR THE BOROUGH OF MENDHAM FOR CALENDAR YEAR 2020**
- 032-2020 RESOLUTION APPOINTING MEMBERS TO THE JOINT EMERGENCY MANAGEMENT COUNCIL FOR THE BOROUGH OF MENDHAM FOR CALENDAR YEAR 2020**

Motion to Approve: Council Member Reilly
 Second: Council Member Andrews
 Ayes: Andrew, Andrews, Badal, Kelly, Martin, Reilly
 Nays: None

MAYOR’S ANNUAL MESSAGE

Mayor Serrano-Glassner gave the following Annual Message:

“This has been a year like no other in our Mendham community! Or at least it was to me. Mostly because it was my first year as Mayor. When a person decides they are going to become Mayor of a town they usually have a plan in their head of all the goals they want to achieve, especially for their first year. That was me. I had a lot of goals. A LOT. Then reality sets in and the people that run the day to day operations of the town get brought up to speed on these many many goals. This is where Joyce Bushman and her team come into play. In the beginning it was, “Ah Joyce, I would really like to see us do this, or I want to change the way we do that”. And Joyce has always been very positive with her responses, “Oh yes Mayor, We can do that”. The more the team completed these complex and multi-faceted goals, the faster my mind worked and came up with new ones. With every new request, Joyce and her team would run faster and jump higher; I’m sure hoping I would run out of “brilliant Ideas.” Remember, I am not alone with my ideas, our crew of professionals also have to answer to Council, and they have lots of earth shattering ideas of their own. So, when I say it’s been a year like no other, Joyce, Robin, John, Jeff, Doug, Bruce, Rob and every member of our team knows exactly what I mean.

“In this first year we have seen a little over \$100,000.00 savings in the form of:

- energy reduction programs
- reviewing and improving of contracts for operations
- streamlining of operations
- of phone systems
- and online bill payment

“In order to bring new ideas to fruition in a town it takes more than just our staff. What some don’t factor in is that a large percentage of the work that gets done in this town is through volunteerism. Our Council and the many volunteers who commit their time through committees, boards, clubs, high school staff and public safety departments, work many hours as individuals, and in teams, to bring wonderful possibilities to Mendham. All of these selfless acts have made this a wonderful and special place to live and raise a family. Mendham Borough is truly excellent because of our incredible residents and business owners and all they do. From some of that hard work we will see:

- new tennis courts at Orchard and Park later this year

- we have a turf field that gets a lot of use
- a well lite Phoenix House (white) for the holidays
- and, new grant money to help us cover expenses - and these are just some of our accomplishments.

“We have many plans that will usher us into this exciting new decade.

Councilmen John Andrews and Steve Andrew will be organizing new Veterans efforts in town;

Councilman Brad Badal will continue to work towards bringing in new revenues and grants while watching our budget;

Councilman Brennan Reilly will work with our environmental committee to continue to improve our local environment;

Councilman Jim Kelly will guide us as we upgrade our Water Reclamation Facility; and

Our newest member Councilwoman Mary Sue Martin will work with Joyce on updating our Personnel needs and bring a newly designed website to our communication offerings.

And most importantly Councilwoman Martin will join me as we set a new milestone in Mendham having for the first time ever two woman on our governing body.

“I thank you all for coming and will now conclude our meeting.

PUBLIC COMMENT – AUDIENCE PARTICIPATION:

Mayor Serrano-Glassner opened the meeting for public comment and invited any member of the public to be heard.

Seeing no one wishing to speak, Mayor Serrano-Glassner closed public comment.

ADJOURNMENT

Having no further business to conduct, Mayor Serrano-Glassner asked for a motion to adjourn.

Council President Badal made a motion to adjourn. Council Member Andrew seconded the motion. Upon a voice vote, the motion was passed unanimously.

Meeting adjourned at 7:40 p.m.

Respectfully Submitted:

Robin R. Kline

Robin R. Kline, MAS, RMC, CMR
Borough Clerk
BOROUGH OF MENDHAM