

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

**April 27, 2020**

**MINUTES**

**CALL TO ORDER**

Mayor Christine Serrano-Glassner called the April 27, 2020 Regular Meeting of the Mayor and Council to order at 8:00 p.m. in the Garabrant Center, 4 Wilson Street, Mendham, New Jersey.

**MOMENT OF SILENCE AND FLAG SALUTE**

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

**MAYOR'S OPENING STATEMENT**

Mayor Serrano-Glassner read the following statement:

Notice of this meeting of the Mayor and Council of the Borough of Mendham was published in the Daily Record and Star Ledger, posted in the Phoenix House, and was filed in the Office of the Borough Clerk in accordance with the Open Public Meetings Act.

**ROLL CALL**

The following officials were present:

Mayor Christine Serrano-Glassner  
Council Member Steven Andrew [via video conferencing]  
Council Member John Andrews [via video conferencing]  
Council President Brad Badal [via video conferencing]  
Council Member James Kelly [via video conferencing]  
Council Member Mary Sue Martin [via video conferencing]  
Council Member Brennan Reilly [via video conferencing]

Also present were:

Joyce Bushman, Borough Administrator  
Fred Semrau, Esq., Borough Attorney [via video conferencing]  
Robin R. Kline, Borough Clerk [via video conferencing]

**PROCLAMATIONS**

Mayor Serrano Glassner read the following proclamations by title into the record. She mentioned that when the COVID-19 state of emergency is lifted, representatives will be invited to a future meeting to present the proclamations to them in person.

**PROCLAMATION CELEBRATING NATIONAL NURSES WEEK AND RECOGNIZING THE HIGH-QUALITY HEALTH CARE SERVICES PROVIDED BY NURSING PROFESSIONALS IN OUR COMMUNITIES AND NATION**

**PROCLAMATION CELEBRATING NATIONAL SMALL BUSINESS WEEK, MAY 3<sup>RD</sup> THROUGH MAY 9<sup>TH</sup> AND ENCOURAGING ALL RESIDENTS TO SUPPORT OUR LOCAL SMALL BUSINESSES AND MERCHANTS**

**CONSENT AGENDA ITEMS**

Items on the Consent Agenda are considered routine and will 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.

1. **Approval of Minutes:** April 9, 2020 Regular Meeting

There was no Council discussion.

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

**ORDINANCE FOR INTRODUCTION**

None

**ORDINANCE FOR PUBLIC HEARING/ADOPTION**

**#02-2020 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK FOR CALENDAR YEAR 2020 (N.J.S.A. 40A: 4-45.14)**

Mayor Serrano-Glassner announced that a legal notice was published in the *Daily Record* and the *Star Ledger* indicating that Ordinance #02-2020 had been introduced and passed on first reading at the March 11, 2020 meeting and further indicated that the second reading and public hearing would be held on April 27, 2020 at 8:00 p.m. for consideration of final adoption. Copies of this Ordinance were made available to the general public and posted in accordance with the law.

Mayor Serrano-Glassner opened the public hearing, at which time all interested persons were given an opportunity to be heard.

Seeing and hearing no one wishing to speak, Mayor Serrano-Glassner closed the public hearing.

Mr. Bud Jones, Borough Auditor, summarized the purpose of the ordinance and mentioned that no additional spending would be authorized by the Cap Bank Ordinance unless needed.

There was no Council discussion.

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

Ordinance #02-2020 was adopted.

#### **ADOPTION OF THE MUNICIPAL BUDGET FOR CALENDAR YEAR 2020**

##### **#071-2020 RESOLUTION FOR LOCAL EXAMINATION OF THE 2020 MUNICIPAL BUDGET IN COMPLIANCE WITH N.J.A.C. 5:30-7.6**

Mr. Bud Jones, Borough Auditor, informed that within a 3-year period the state allows the local agency to perform a self-review of its budget in two out of the three years. The state performs the municipal budget review once every three years.

There was no Council discussion.

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

##### **#072-2020 RESOLUTION TO READ THE MUNICIPAL BUDGET FOR CALENDAR YEAR 2020 BY TITLE**

Mr. Bud Jones, Borough Auditor, informed that this is a standard resolution allowing the budget to be read by title, eliminating the need to otherwise read the entire budget into the record.

There was no Council discussion.

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

##### **#073-2020 RESOLUTION TO ADOPT THE MUNICIPAL BUDGET OF THE BOROUGH OF MENDHAM FOR THE FISCAL YEAR 2019**

Mayor Serrano-Glassner announced that a legal notice was published in the *Daily Record* and *Star Ledger* indicating that the 2020 Municipal Budget was introduced on first reading at the March 11, 2020 meeting and further indicated that the public hearing would be held on April 27, 2020 at 8:00 p.m. at the Garabrant Center. Copies of the budget document were made available to the general public upon request and in accordance with law.

#### **Municipal Budget Public Hearing**

Mayor Serrano-Glassner opened the public hearing on the 2020 Municipal Budget, at which time all interested persons were given an opportunity to be heard.

Phil Garber, reporter for the *Observer Tribune* newspaper, inquired about the calculated tax rate for both the 2019 and 2020 fiscal year budgets and further inquired about the corresponding property tax impact the 2020 budget would be for the average assessed home in Mendham Borough.

Mr. Bud Jones, Borough Auditor, responded that the tax rate in 2019 was \$0.481 and for 2020 would be \$0.493. He further reported that the 2020 budget came in under the 2% levy cap and adequately provides for the continuation all municipal services.

Seeing and hearing no one wishing to speak, Mayor Serrano-Glassner closed the public hearing.

Council Member Reilly inquired if the Governor's executive orders for the COVID-19 state of emergency create any significant impact to the operating budgets for Public Works, Police or the First Aid Squad.

The Public Works Superintendent, Police Chief and First Aid Squad Captain each confirmed there would be no budgetary impact to their respective operating budgets. Mayor Serrano-Glassner further reported that Mendham Borough's Office of Emergency Management would seek reimbursement from FEMA for any cost associated with the COVID-19 state of emergency.

There was no further Council discussion.

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

### **RESOLUTION**

#### **#074-2020 RESOLUTION AWARDING A CONTRACT FOR THE SEWER COLLECTION SYSTEM CCTV INSPECTION PROJECT TO NATIONAL WATER MAIN CLEANING COMPANY**

The Borough Administrator reported the successful bid came in at under 50% of the estimated project bid cost.

There was no Council discussion.

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

### **ADMINISTRATOR'S REPORT**

Ms. Bushman reported that Provident Bank provided two check reading machines to the Borough for processing payments. She further reported that the bid specifications for solid waste, recycling and bulk waste collection have been finalized and the bid opening date is scheduled for June 30<sup>th</sup>. Bidders have an option to submit a bid proposal for a 3-year and 5-year contract term. She also reported that a pre-construction meeting for the county's Hilltop Road paving project is scheduled for May 5<sup>th</sup> and lastly, she reminded everyone that the filing of their 2020 Financial Disclosure Statements are coming due.

There was no Council discussion.

### **COUNCIL COMMITTEE REPORTS**

#### **Finance [Standing Committee of the Council]**

Council President Badal reported the 2020 budget had been adopted earlier in the meeting and had nothing further to report.

#### **Board of Health**

Council Member Andrew reported that the Board of Health will be meeting on May 7<sup>th</sup> and further reported that the Bernards Township Health Department continues to provide weekly updates on COVID-19.

#### **Recreation and Parks [Standing Committee of the Council]**

Council Member Andrew reported that the Recreation Committee met on April 16<sup>th</sup>. The summer day camp program currently has a low enrollment. The Labor Day parade, Food Truck Festival and Summer Concert series will be held in the fall.

#### **Board of Education**

Council Member Andrew reported that the Mendham Borough Board of Education will be meeting on April 28<sup>th</sup> and the West Morris Regional School District Board of Education meets tonight.

#### **Public Safety [Standing Committee of the Council]**

Council Member Andrews reported that the OEM Task Force continues to meet regularly to keep everyone updated on the COVID-19 state of emergency. He further reported that blood drive has been scheduled for May 11<sup>th</sup> and would be by appointment only for Mendham Borough and Mendham Township residents. Another blood drive will be scheduled in June as an open event. Council Member Andrews also reported that the Mendham Borough First Aid Squad recently saw a loss in its volunteer membership and is working extra hard to meet the needs of the community. No calls have been dropped to mutual aid. Lastly, he shared his condolences on the recent passing of Bob Collins, a past president of the Pastime Club and WWII veteran. His military service will be honored in Mendham Borough with a "Hometown Heroes" program banner.

#### **Personnel [Standing Committee of the Council]**

Council Member Martin had nothing new to report.

#### **Public Works and Utilities [Standing Committee of the Council]**

Council Member Kelly reported that the Public Works facility has been designated as a drop-off site for the Chester-Mendham Food Pantry to support local food pantries. Donations will be collected on Saturday, May 9<sup>th</sup>. He further reported that public work crews are continuing to work on annual spring-cleaning projects.

#### **Land Use [Standing Committee of the Council] and ECOSST Committee**

Council Member Reilly reported that the Planning Board briefly met on April 13<sup>th</sup> and further reported that all spring events planned by the ECOSST Committee have been postponed.

### **ATTORNEY'S ITEMS**

Mr. Semrau again confirmed that the Mayor and Council are able to conduct their public meetings both in-person and remotely by telephone and video conferencing. All meetings remain open and available to the public to attend by either means but further advised that in-person attendance must comply with the Governor's executive orders concerning social distancing during the declared COVID-19 state of emergency.

**MAYOR'S ITEMS**

Mayor Serrano-Glassner confirmed that the Garabrant Center is open for public meetings and is in compliance to the Governor's executive orders concerning social distancing. She further reported that she participated in a small business roundtable conference call earlier in the day and would be participating in a realtors roundtable conference call to be scheduled.

**PUBLIC COMMENT – AUDIENCE PARTICIPATION**

Mayor Serrano-Glassner opened the public comment portion of the meeting.

Seeing and hearing no one wishing to speak, Mayor Serrano-Glassner closed the public comment portion of the meeting.

**APPROVAL OF VOUCHERS**

Bills List prepared by the Chief Financial Officer dated April 27, 2020.

Mayor Serrano-Glassner advised that since Resolution #059-2020 passed at the March 18, 2020 Special Meeting provided the Borough Administration authorization to approve vouchers, subject to the availability of funds, it is not necessary for the Council to approve the April 27<sup>th</sup> bills.

**EXECUTIVE SESSION**

There was no Executive Session.

**ADJOURNMENT**

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

Council Member Reilly made a motion to adjourn. Council Member Kelly seconded the motion. Upon a voice vote, the motion was passed unanimously.

Meeting adjourned at 8:41 p.m.

The next scheduled meeting of the Mayor and Council of the Borough of Mendham will convene on May 13, 2020 at 8:00 PM, the Garabrant Center, 4 Wilson Street, Mendham.

Respectfully Submitted:

*Robin R. Kline*

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