

**MINUTES OF A REORGANIZATION MEETING  
OF THE  
MAYOR AND COUNCIL**

**CALL TO ORDER**

Mayor Henry called the January 2, 2017 Reorganization Meeting of the Mayor and Council to order at 4:03PM in the Mendham Borough Firehouse, 24 East Main Street, Mendham, New Jersey.

**FLAG SALUTE**

Mayor Henry led the Pledge of Allegiance.

**OPENING STATEMENT**

Notice of this meeting of the Mayor and Council of the Borough of Mendham was published in the *Observer-Tribune* and the *Morristown Daily Record* and was posted on the Phoenix House bulletin board in accordance with the Open Public Meetings Act.

**INVOCATION**

Father Michael Drury, Police, Fire and EMS Chaplain, opened the meeting with an invocation.

**WELCOME**

Mayor Henry welcomed members of the public and thanked the Fire Department for use of the firehouse. He recognized the following officials and expressed appreciation for their attendance:

- Jim Gannon, Morris County Sheriff
- Doug Cabana, Morris County Freeholder
- Deborah Smith, Morris County Freeholder
- Christine Myers, Morris County Freeholder
- Anthony M. Bucco, Assemblyman
- Warren Gisser, Mendham Township Committee
- Patti Page, Morris County Republican Committee Chair

Mayor Henry added that Senator Anthony R. Bucco was unable to attend and sends his regrets.

**OATHS OF OFFICE**

Mayor Henry highlighted the numerous accomplishments of Councilman Sharkey and congratulated Councilwoman Glassner on her first term. Councilman Sharkey and Councilwoman Glassner were sworn in by the Borough Clerk.

**ATTENDANCE**

Mayor Neil Henry

Councilman John Andrews  
Councilman John Andrus  
Councilman Brad Badal  
Councilwoman Christine Glassner  
Councilman David Sharkey  
Councilman Stanley Witzak

Also present: Fred Semrau, Borough Attorney  
Richard Merkt, Borough Administrator  
Margot Kaye, Borough Clerk

**ELECTION OF COUNCIL PRESIDENT**

Councilman Andrus nominated Councilman Witzak

Second: Councilman Sharkey

Discussion: None

Roll Call – the vote was as follows:

In favor: Andrews, Andrus, Badal, Glassner, Sharkey, Witzak

Opposed: None

Abstain: None

Absent: None

There being no additional nominations, Councilman Witzak was elected Council President.

**BOROUGH COUNCIL PROCEDURE**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Mendham, Morris County, New Jersey, that the By-Laws of the Council of the Borough of Mendham be adopted as the rules for proceeding and debate by the Borough Council.

Motion to approve: Councilman Witczak

Second: Councilman Andrus

Discussion: None

Roll Call – the vote was as follows:

In favor: Andrews, Andrus, Badal, Glassner, Sharkey, Witczak

Opposed: None

Abstain: None

Absent: None

**2017 STANDING COMMITTEES:**

<b><u>Committee</u></b>	<b><u>Chairman</u></b>	<b><u>Members</u></b>
Finance	Councilman Andrus	Councilman Badal Councilwoman Glassner
Public Safety	Councilman Andrews	Councilman Andrus Councilman Badal
Recreation	Councilman Witczak	Councilman Andrews Councilman Sharkey
Public Works/Utilities	Councilman Badal	Councilwoman Glassner Councilman Witczak
Land Use	Councilman Sharkey	Councilman Andrus Councilman Witczak
Personnel	Councilwoman Glassner	Councilman Andrews Councilman Sharkey

Motion to approve: Councilman Andrus

Second: Councilman Sharkey

Discussion: None

Roll Call – the vote was as follows:

In favor: Andrews, Andrus, Badal, Glassner, Sharkey, Witczak

Opposed: None

Abstain: None

Absent: None

**SCHEDULE OF MEETINGS**

**BE IT RESOLVED** that the Borough Council Regular Meetings shall be held on the first and third Monday of each month, except when those Mondays fall on a legal or Borough holiday, at which times, meetings will be held on the Tuesday following, except as noted in the Scheduled Regular Meetings of Borough Council 2017 for the months of January, July and August when only one meeting will be held. All meetings will begin at 8:00PM.

Motion to approve: Councilman Sharkey

Second: Councilman Andrews

Discussion: None

Roll Call – the vote was as follows:

In favor: Andrews, Andrus, Badal, Glassner, Sharkey, Witczak

Opposed: None

Abstain: None

Absent: None

**BE IT RESOLVED** that regularly scheduled meetings of the Mayor and Council be held at the Garabrant Center, 4 Wilson Street, Mendham, NJ. Any exceptions to be advertised or noticed in accordance with the Open Public Meetings Act.

Motion to approve: Councilman Andrews

Second: Councilwoman Glassner

Discussion: None

Roll Call – the vote was as follows:

In favor: Andrews, Andrus, Badal, Glassner, Sharkey, Witczak

Opposed: None

Abstain: None

Absent: None

**BE IT RESOLVED** that the 2018 Reorganization Meeting will be held on **Monday, January 1, 2018** at 1PM at the Mendham Borough Firehouse, 24 East Main Street, Mendham, NJ. Any exceptions will be advertised or noticed in accordance with the Open Public Meetings Act.

Motion to approve: Councilwoman Glassner  
Second: Councilman Badal  
Discussion: None  
Roll Call – the vote was as follows:  
In favor: Andrews, Andrus, Badal, Glassner, Sharkey, Witczak  
Opposed: None  
Abstain: None  
Absent: None

**APPOINTMENTS - MENDHAM BOROUGH OFFICIALS**

**Term of Office: (One Year Term) (01/01/17-12/31/17)**

Administrator	Richard Merkt
Chief Financial Officer/Treasurer	Susan Giordano
Deputy Treasurer	Jeanne Pugsley
Administrative Secretary	Jeanne Pugsley
Public Utilities Clerk	Karen Bellamy-Orgera
Deputy Tax Collector	Karen Bellamy-Orgera
Tax Search Officer	Karen Ferrone
Assessment Search Officer	Margot Kaye
Tax Assessor Secretary	Penny Andrus
Purchasing Agent	Richard Merkt
Public Agency Compliance Officer	Jeanne Pugsley
Civil Rights Officer	Margot Kaye
Construction Code Technical Assistant	Carolyn Mazzucco
Police Department Secretary	Jennifer Price Christine Carter
Fire Official	Craig Bellamy
Construction Official, Fire, Building Subcode Official/Inspector and Plumbing Inspector	Russell Heiney
Plumbing/Mechanical Sub-Code Inspector	Craig Smith
Electrical Subcode Official/Inspector	Robert Smith
Public Works Superintendent	Kenneth O'Brien
WRF Superintendent	Douglas Wright
Land Use Coordinator	Carolyn Mazzucco
Zoning Officer	Neil Schetelick

**2017 OTHER APPOINTMENTS:**

**Planning Board:**

Class II:	(One Year Term - 12/31/17)	Richard Merkt
Class III:	(One Year Term - 12/31/17)	David Sharkey, Council Liaison
Regular Member:	(Four Year Term - 12/31/20)	James Bradley
Alternate I:	(Two Year Term - 12/31/18)	TBD
Alternate II:	(Unexpired Term - 12/31/17)	TBD

**Board of Adjustment:**

Regular Member:	(Four Year Term - 12/31/20)	Bryan Seavey
Alternate I:	(Two Year Term - 12/31/18)	Brennan Reilly
Alternate II:	(Unexpired Term - 12/31/17)	TBD

**Board of Health:**

Regular Member:	(Regular Term - 12/31/19)	Helen Cleary Penny Andrus TBD
Alternate I:	(Unexpired Term - 12/31/17)	TBD
Alternate II:	(Two Year Term - 12/31/18)	TBD

**Environmental Commission:**

Regular Member:	(Three Year Term - 12/31/19)	Paul Cascais TBD
	(Unexpired Term - 12/31/17)	TBD
Alternate I:	(Two Year Term - 12/31/18)	John Dannenbaum

**Open Space and Farmland Preservation Committee:**

Regular Member:	(Three Year Term - 12/31/19)	Peter Barry Charles DeBuvitz
Council Representative:	(One Year Term - 12/31/17)	John Andrus
Alternate II:	(Unexpired Term - 12/31/17)	TBD

**Historic Preservation Commission:**

Regular Member:	(Four Year Term - 12/31/20)	Mike Zedalis Scott Callahan
Alternate II:	(Two Year Term - 12/31/18)	Scott Van Arsdale

**Curator and Historian:**

(One Year Term - 12/31/17)	Charles Topping
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**Shade Tree Committee:**

Member:	(One Year Term - 12/31/17)	David Sharkey
Member:	(One Year Term - 12/31/17)	Richard Merkt
Advisor:	(One Year Term - 12/31/17)	Ken O'Brien

**Safety Committee:**

(One Year Term - 12/31/17)	Richard Merkt Ken O'Brien Doug Wright
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**Police:**

Police, Fire, EMS Chaplain:	(One Year Term - 12/31/17)	Father Michael Drury
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**Matron:**

(One Year Term - 12/31/17)	Koleen Kelly Renee Angiuoli Rebecca Braun Britta Gangemi Toni Gallicchio Jennifer Price Christine Carter
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**School Crossing Guards:**

(One Year Term - 12/31/17)	Rebecca Braun Patricia Studer Wayne LeBlond Britta Gangemi Frank Guenzel
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**Fire:**

Fire Chief:	(One Year Term - 12/31/17)	Michael Bruin
Deputy Fire Chief:	(One Year Term - 12/31/17)	Christopher Nelson
Assistant Fire Chief:	(One Year Term - 12/31/17)	Greg Wiatroski

**Community Development Revenue Sharing Committee:** (One Year Term - 12/31/17)

Appointed by Mayor - Representative:	Charles Topping
Appointed by Council - Representative:	Richard Merkt
Alternate:	Ken O'Brien

**Recreation Committee:**

Regular Members:	(Three Year Term - 12/31/19)	Kevin Lanahan Amy Johnson
	(Unexpired Term - 12/31/17)	John Alger
Council Representative:	(One Year Term - 12/31/17)	Stan Witczak
Director:	(One Year Term - 12/31/17)	Bruce DiBisceglie
Secretary:	(One Year Term - 12/31/17)	Penny Andrus
Alternate I:	(Three Year Term - 12/31/19)	Ed Sisson
Alternate II:	(Unexpired Term - 12/31/18)	TBD

Motion to approve: Councilman Badal

Second: Councilman Witczak

Discussion: The record was revised to reflect Councilman Sharkey as Planning Board Liaison, Councilman Andrus as Open Space Representative and Councilman Witczak as Recreation Representative.

Roll Call - the vote was as follows:

In favor: Andrews, Andrus, Badal, Glassner, Sharkey, Witczak

Opposed: None

Abstain: None

Absent: None

**#01-17 Temporary General Appropriations Budget 2017**

Motion to approve: Councilman Andrus  
Second: Councilman Sharkey  
Discussion: None  
Roll Call – the vote was as follows:  
In favor: Andrews, Andrus, Badal, Glassner, Sharkey, Witczak  
Opposed: None  
Abstain: None  
Absent: None

**#02-17 Temporary Utility Appropriations Budget 2017**

Motion to approve: Councilman Sharkey  
Second: Councilman Andrews  
Discussion: None  
Roll Call – the vote was as follows:  
In favor: Andrews, Andrus, Badal, Glassner, Sharkey, Witczak  
Opposed: None  
Abstain: None  
Absent: None

**#10-17 Fletcher Trust Library**

Motion to approve: Councilman Andrews  
Second: Councilwoman Glassner  
Discussion: Resolution #10-17 was read aloud by Mayor Henry.  
Roll Call – the vote was as follows:  
In favor: Andrews, Andrus, Badal, Glassner, Sharkey, Witczak  
Opposed: None  
Abstain: None  
Absent: None

**#11-17 Andrew Fletcher Three Fields Memorial Trust**

Motion to approve: Councilwoman Glassner  
Second: Councilman Badal  
Discussion: Resolution #11-17 was read aloud by Mayor Henry.  
Roll Call – the vote was as follows:  
In favor: Andrews, Andrus, Badal, Glassner, Sharkey, Witczak  
Opposed: None  
Abstain: None  
Absent: None

Mayor Henry took a moment to recognize Morris County Freeholder Tom Mastrangelo and thanked him for coming to the meeting.

**CONSENT AGENDA: Resolutions #03-17 to #09-17 AND #12-17 to #25-17**

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 public, the Borough Council or the Mayor request that an item be removed and considered separately.

- Resolution #03-17: Interest Rate and Penalties on Delinquent Taxes and Sewer Fees
- Resolution #04-17: Authorization of Tax Collector to Hold Tax Lien Sale
- Resolution #05-17: Designation of Depositories for Borough Funds for 2017
- Resolution #06-17: Cancel Overpayment or Underpayment of Taxes and Sewer Fees in the Amount of \$10.00 or Under
- Resolution #07-17: Voucher Signatures
- Resolution #08-17: Designation of Newspapers
- Resolution #09-17: Legal Notices
- Resolution #12-17: Professional Service – Municipal Attorney
- Resolution #13-17: Professional Service – Municipal Auditor
- Resolution #14-17: Professional Service – Municipal Engineer
- Resolution #15-17: Professional Service – Labor Attorney
- Resolution #16-17: Professional Service – Municipal Bond Counsel
- Resolution #17-17: Professional Service – Municipal Special Counsel (School Board Affairs)
- Resolution #18-17: Professional Service – Municipal Public Defender
- Resolution #19-17: Professional Service – Municipal Prosecutor
- Resolution #20-17: Professional Service – Municipal Planner
- Resolution #21-17: Public Agency Compliance Officer Appointment
- Resolution #22-17: Emergency Management Council Appointment
- Resolution #23-17: Affirmation of Civil Rights Policy
- Resolution #24-17: Emergency Management Council Appointment
- Resolution #25-17: Authorization of Application for the Assistance to Firefighters Grant (FEMA)

Motion to approve Consent Agenda

First: Councilman Witczak

Second: Councilman Andrus

Discussion: None

Roll Call – the vote was as follows:

In favor: Andrews, Andrus, Badal, Glassner, Sharkey, Witczak

Opposed: None

Abstain: None

Absent: None

#### **OATHS OF OFFICE**

Michael Bruin, Fire Chief, and Paula Oswald, First Aid Squad Captain, were sworn in by the Borough Clerk. The swearing-in of Nick Witczak, OEM Coordinator, will take place during the January 16, 2017 meeting of the Mayor and Council.

#### **MAYOR'S MESSAGE TO THE CITIZENS OF THE BOROUGH**

Mayor Henry presented his State of the Borough address. A copy is attached to these minutes.

**OLD/NEW BUSINESS:** None

#### **PUBLIC COMMENT**

Mayor Henry opened the floor to comments/questions from the public.

Mrs. Patricia Serrano, Maple Drive, stated her support for legal advertising in the local newspaper and expressed her wish that the Borough continue to do so.

Hearing no further comments, the Mayor closed the public portion of the meeting.

#### **ADJOURNMENT**

There being no further business scheduled for the consideration of the Mayor and Council at this time, on a motion duly made, seconded and unanimously carried by a voice vote, the meeting was adjourned at approximately 4:42PM next to convene at a regular meeting on January 16, 2017 at 8PM at the Garabrant Center, 4 Wilson Street, Mendham, NJ.

Respectfully submitted,

*Margot G. Kaye*

Margot G. Kaye, RMC  
Borough Clerk