

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

October 9, 2019

CALL TO ORDER

Mayor Christine Serrano-Glassner called the October 9, 2019 Regular Meeting of the Mayor and Council to order at 8:00 p.m. in the Garabrant Center, 4 Wilson Street, Mendham, New Jersey.

INVOCATION AND FLAG SALUTE

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

MAYOR'S OPENING STATEMENT

Adequate notice of this meeting of the Mayor and Council of the Borough of Mendham was published in the *Daily Record* and the *Star Ledger*, and such notice was posted on the Phoenix House bulletin board in accordance with the Open Public Meetings Act.

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 R. Kelly
Council Member Brennan Reilly
Council President David Sharkey

Also present were:

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

Mayor Serrano-Glassner opened the meeting and proceeded with the Consent Agenda.

CONSENT AGENDA

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: September 23, 2019 Regular Meeting
 September 23, 2019 Closed Session
2. Social Affairs Permit Mendham Independent Hook & Ladder Co.
 Fundraiser for the Mendham Borough Fire Department
 November 2, 2019, 7:00 PM to 11:00 PM

Motion to Approve: Council Member Andrews
Second: Council Member Badal
Ayes: Andrews, Badal, Kelly, Reilly, Sharkey
Nayes: Council Member Andrew recused himself on the Approval of Minutes.

Discussion Item(s)

None.

ORDINANCES FOR FIRST READING

#12-2019 ORDINANCE PROVIDING FOR THE IMPROVEMENT OF THE TENNIS COURTS IN AND BY THE BOROUGH OF MENDHAM, IN THE COUNTY OF MORRIS, NEW JERSEY, AND APPROPRIATING \$290,000 THEREFOR FROM PROCEEDS OF OBLIGATIONS OF THE BOROUGH HERETOFORE ISSUED AND FROM THE RECREATION OPERATING ACCOUNT OF THE BOROUGH

Council Member Andrew made a motion to table the first reading of Ordinance #12-2019 to the October 28th Mayor and Council meeting.

There was no further Council discussion.

Second: Council President Sharkey
Ayes: Andrew, Andrews, Badal, Kelly, Reilly, Sharkey
Nays: None

Ordinance #12-2019 was tabled to the October 28, 2019 meeting for first reading.

ORDINANCE FOR PUBLIC HEARING AND ADOPTION

None.

RESOLUTIONS

#147-2019 RESOLUTION AUTHORIZING THE ACCEPTANCE OF ELECTRONIC FUNDS TRANSFER PAYMENTS THROUGH THE BOROUGH'S WEBSITE FOR VARIOUS DEBTS

There was no Council discussion.

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

Resolution #147-2019 passed.

#148-2019 RESOLUTION APPROVING RYAN P. BRUIN'S APPOINTMENT AS A REGULAR MEMBER TO THE MENDHAM BOROUGH FIRE DEPARTMENT

There was no Council discussion.

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

Resolution #148-2019 passed.

#149-2019 RESOLUTION APPROVING THE APPOINTMENT OF BENJAMIN SEMERARA AND VAN H. LYNCH AS JUNIOR MEMBERS TO THE MENDHAM BOROUGH FIRE DEPARTMENT, MENDHAM HOSE CO. #1

There was no Council discussion.

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

Resolution #149-2019 passed.

#150-2019 RESOLUTION AUTHORIZING THE HIRING AND APPOINTMENT OF STEPHEN MAHONEY AS A PART-TIME FIRE SUBCODE OFFICIAL/INSPECTOR

There was no Council discussion.

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

Resolution #150-2019 passed.

#151-2019 RESOLUTION DESIGNATING JEANNE PUGSLEY, ADMINISTRATIVE ASSISTANT TO THE ADMINISTRATOR, AS A DEPUTY CUSTODIAN OF RECORDS FOR THE BOROUGH OF MENDHAM TO PROCESS OPEN PUBLIC RECORDS ACT REQUESTS IN THE BOROUGH CLERK'S ABSENCE

There was no Council discussion.

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

Resolution #151-2019 passed.

#152-2019 RESOLUTION AUTHORIZING THE PURCHASE OF ONE 2020 FORD F-550 CAB AND CHASSIS FOR THE DEPARTMENT OF PUBLIC WORKS THROUGH THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY COOPERATIVE PRICING SYSTEM

Council Member Badal asked for clarification why the truck cab and chassis will be purchased from Winner Ford, yet the fit up of the truck cab and chassis is to be done by another vendor, Reed Systems, as referenced in Resolution #153-2019.

Jeff Cooper, DPW Superintendent, confirmed that Winner Ford could not perform the up fit of equipment under the cooperative pricing system. Arrangements are that Winner Ford will deliver the truck cab and chassis to Reed Systems for the up fit.

There was no further Council discussion.

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

Resolution #152-2019 passed.

#153-2019 RESOLUTION AUTHORIZING THE PURCHASE AND INSTALLATION FOR THE UPFIT OF ONE 2020 FORD F-550 CAB AND CHASSIS FOR THE DEPARTMENT OF PUBLIC WORKS THROUGH THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY COOPERATIVE PRICING SYSTEM

For purposes of clarification, Council Member Badal asked that the words "Purchase and Installation for the" be deleted from the title of the resolution. The Amended title reads:

#153-2019 RESOLUTION AUTHORIZING THE ~~PURCHASE AND INSTALLATION FOR THE~~ UPFIT OF ONE 2020 FORD F-550 CAB AND CHASSIS FOR THE DEPARTMENT OF PUBLIC WORKS THROUGH THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY COOPERATIVE PRICING SYSTEM

There was no Council discussion.

Motion to Approve: Council Member Badal, as amended.
Second: Council Member Andrew
Ayes: Andrew, Andrews, Badal, Kelly, Reilly, Sharkey
Nays: None

Resolution #153-2019 passed as amended.

ADMINISTRATOR’S REPORT

Ms. Bushman provided a copy of her Administrator’s Report dated October 9, 2019 to the Mayor and Council. She reported that American Water’s contractor has modified its work schedule on Talmage Road for the coming week. The change of schedule has been posted on the website. Ms. Bushman also distributed a copy of the updated phone matrix, which she mentioned will go into effect as soon as the phone audit has been completed at the end of the month.

Council Member Reilly reported that he will be working with the Borough’s IT service provider to set up a share drive on the Borough’s network for the ECOOST working groups.

Council Member Reilly also informed the governing body that Morris County confirmed it will be taking over the maintenance of Patriot’s Path from the mud hole to the Water Reclamation Facility. A transfer of the easement from the Borough to the county would need to be recorded.

There was no further Council discussion concerning the Administrator’s Report.

COUNCIL COMMITTEE REPORTS

Finance [Standing Committee of the Council]

Council Member Badal reported that two grant writers have been contacted for proposals. He also reported that the 2020 budget process will begin shortly with the submission of department budget requests.

Board of Health

Council Member Andrew reported that the Board of Health cancelled its October meeting. The next scheduled meeting will be held on November 6th. He further reported that The Bernardsville Department of Health will be providing flu shots at the Mendham Area Senior Housing on October 10th.

Recreation and Parks [Standing Committee of the Council]

Council Member Andrew reported that the Recreation Committee will be meeting next week and had nothing new to report.

Board of Education

Council Member Andrew reported that the next scheduled meeting of the Mendham Borough Board of Education is scheduled for October 28th.

Council Member Andrew also reported that West Morris Regional School District Board of Education held its meeting on October 8th and mentioned that the Superintendent’s contract was renewed.

Public Safety [Standing Committee of the Council]

Council Member Andrews thanked Mayor Serrano-Glassner for promoting the Borough's upcoming Veterans Day Celebration scheduled for November 8th at the Pastime Club. He then reported that the drainage project on East Main Street at the Rowe Sheep Farm has been completed and also reported that American Water's water main replacement project is continuing on Talmage Road. Council Member Andrews also briefly reported on the Public Safety Committee's September 25th meeting with Dean Road residents. Residents will be petitioning the committee to consider reducing the speed limit on Dean Road to 25 MPH.

Council Member Andrews further reported that the Office of Emergency Management held its meeting on October 30th. The Borough's eligibility for FEMA grant funding was discussed. The Borough Administrator has been asked to send a letter of interest to the county. Lastly, he reported that the five AED defibrillators have been received and will be mounted and installed by the DPW shortly.

Personnel [Standing Committee of the Council]

Council President Sharkey reported that the Borough's annual Fall Foliage Photo Contest has begun. The resident who submits the best picture of a Borough street tree will win a tree to be planted along a Mendham Borough street. The contest ends November 15th.

Council President Sharkey also reported that the Personnel Committee will meet next week. Several personnel issues are under review.

Public Works and Utilities [Standing Committee of the Council]

Council Member Kelly reported that the DPW Superintendent has requested quotes for the replacement of the Firehouse garage doors and also reported that the lease terms for the renewal of the Petsch House lease is being negotiated.

Land Use [Standing Committee of the Council]

Council Member Reilly had nothing new to report.

ECOSST Committee

Council Member Reilly reported the ECOSST Committee has restructured the Environmental Technical Review checklist, which will help determine whether an application before the Planning Board would require an environmental impact study. He also reported that members will be walking the Scott Farm property with Chris Neff of the Audubon Society to determine possible options for the use, conservation or preservation of the property. Lastly, he reported that a Mendham Township property owner dug a trench from India Brook to a pond that is located on the property. The NJDEP has been notified. The ECOSST Committee will be researching mechanisms that can be enacted to help protect Class I streams and waterways.

ATTORNEY'S ITEMS

Ms. Sharpe had nothing new to report.

MAYOR'S ITEMS

Mayor Serrano-Glassner asked the Council to review the *Guide to Attending a Mayor & Council Meeting* prepared by the Borough Clerk. Once finalized the guide will be made available to the public. She also reported that the monthly edition of the *Mendham Messenger* limits the Mayor's Update to 500 words. Going forward, future articles may refer the reader to the Borough's website for the full article.

Mayor Serrano-Glassner also reported that a social media policy will be drafted for the Borough, which elected officials, appointed officials, volunteers and employees of the Borough would be required to follow. Lastly, she asked the Council to begin planning regular scheduled meetings for their respective Standing Committees of the Council for the coming year.

PUBLIC COMMENT – AUDIENCE PARTICIPATION:

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

Laura Montenegro, 8 Linden Lane, inquired about the state’s initiative to consolidate K-4 to K-8 school districts throughout the state. She asked if there have been any discussions between state and Borough officials regarding the consolidation of the Mendham Borough school district. Mayor Serrano-Glassner responded that there have been no discussions between state and Borough officials.

Mary Sue Martin, 35 Mountain Avenue, suggested St. Marks as an alternate venue for the Borough’s Veteran Day Celebration in the event the Pastime Club’s venue is not large enough to accommodate the number of people attending. She will confirm availability with St. Marks.

Seeing no one wishing to speak, Mayor Serrano-Glassner closed public comment and proceeded with the next agenda item.

APPROVAL OF VOUCHERS

Bills List prepared by the Chief Financial Officer dated October 9, 2019.

Motion to Approve: Council Member Andrew
Second: Council President Sharkey
Ayes: Andrew, Andrews, Badal, Kelly, Reilly, Sharkey
Abstention: Council Member Andrews abstained on vouchers concerning “Aid to Volunteer Ambulance Squad”

Bills List dated October 9, 2019 was approved.

EXECUTIVE SESSION

None.

ADJOURNMENT

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

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

Meeting adjourned at 9:05 p.m.

The next Regular Meeting of the Mayor and Council will convene on October 28, 2019 at 8:00 p.m. at the Garabrant Center, 4 Wilson Street, Mendham, New Jersey.

Respectfully Submitted:

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