

**BOROUGH OF MENDHAM
REORGANIZATION MEETING OF THE MAYOR AND COUNCIL
JANUARY 5, 2024, 7:00PM
MENDHAM FIREHOUSE
MEETING MINUTES**

CALL TO ORDER

Mayor Serrano Glassner called the January 5, 2024, Reorganization Meeting of the Mayor and Council to order at 7:00 p.m. in the Fire House, 24 E. Main Street, Mendham, New Jersey.

FLAG SALUTE AND MOMENT OF SILENCE

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

OPEN PUBLIC MEETINGS ACT STATEMENT

Mayor Serrano Glassner read the statement regarding the Open Public Meetings Act.

INVOCATION

Father Mike Drury performed the Invocation.

STATEMENT OF DETERMINATION OF THE MORRIS COUNTY BOARD OF CANVASSERS

Mayor Serrano Glassner read the statement regarding the November 7, 2023, General Election results.

ADMINISTRATION OF THE OATHS OF OFFICE – ELECTED OFFICIALS

Senator Anthony Bucco performed the Oath of Office for Council Member Marilyn Althoff and Council Member William Russo.

ROLL CALL

Mayor Christine Serrano Glassner
Council Member Althoff
Council Member Andrew
Council Member Kelly
Council Member Reilly
Council Member Russo
Council Member Sullivan

MAYOR'S WELCOME

Mayor Serrano Glassner read her welcome statement and recognized guests and elected officials.

NOMINATION AND ELECTION OF COUNCIL PRESIDENT FOR CALENDAR YEAR 2024

The Mayor asked for a nomination for the Council President for 2024, Council Member Reilly nominated Jim Kelly and motion was seconded by Member Althoff. All members were in favor.

APPOINTMENT OF COUNCIL STANDING COMMITTEES FOR CALENDAR YEAR 2024

(Mayoral appointments with Council approval pursuant to Article V of the Council By-Laws)

Finance Committee

James Kelly, Chair Will Russo Steve Andrew

Public Safety Committee/Board of Health Liaison

Marilyn Althoff, Chair James Kelly Neil Sullivan

Recreation Committee/School Boards Liaison

Brennan Reilly, Chair Marilyn Althoff James Kelly

Personnel Committee/Volunteer Projects Liaison

Will Russo, Chair Marilyn Althoff Brennan Reilly

Public Works & Utilities

Steve Andrew, Chair Brennan Reilly Neil Sullivan

Land Use Committee

Neil Sullivan, Chair Steve Andrew Will Russo

MAYORAL APPOINTMENTS

Mayor Serrano Glassner made the following appointments:

Appointments to the Joint Land Use Board *(Mayoral appointments)*

Name	Position	Term Expires
Christine Serrano Glassner	Class I	Concurrent with office
Joyce Bushman	Class II	12/31/2024
Neil Sullivan	Class III	12/31/2024
Richard Smith	Class IV	12/31/2024
David Sprandel	Class IV	12/31/2027
Joseph D’Urso	Class IV	12/31/2027
Jim Molnar	Class IV	12/31/2027
John Egerter	Class IV	12/31/2025
Marrie Rose Garbacz	Class IV	12/31/2027
Alexandra Henry Trout	Alternate I	12/31/2024

Keith Kay	Alternate II	12/31/2024
James Barker	Alternate III	12/31/2025
Richard Pace	Alternate IV	12/31/2024

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

Name	Position	Term Expires
Vacant	Shade Tree	12/31/2025
Tim Foerster	Shade Tree	12/31/2024
Lawrence Morris	Shade Tree	12/31/2024
Vacant	Shade Tree Alternate I	
Ted Metzler	Environmental Commission	12/31/2026
Marian Mundy	Environmental Commission	12/31/2026
Eric Arena	Environmental Commission	12/31/2024
Thomas Wells	Environmental Commission	12/31/2024
Dave Tracy	Environmental Commission – Alternate I	12/31/2025
Vacant	Joint Land Use Board Member	12/31/2024

Appointments to the Historic Preservation Commission

Name	Position	Term Expires
Dan Encin	Class A	12/31/2025
Mark Tosso	Class B	12/31/2024
Scott Van Arsdale	Class C	12/31/2026
Addie Shafran	Class C	12/31/2024
Nancy Rodrigues	Class C	12/31/2025
Ryan Mullany	Alternate Member	12/31/2025
Vacant	Alternate Member	12/31/2023

Appointments to the Hometown Heroes Banner Committee for Calendar Year 2024

Five members appointed by the Mayor; one member must be an elected official. Membership preference is given to U.S. military veterans and family members.

(Mayoral appointments)

Name	Position	Term Expires
James Cillo	Member	12/31/2024
James Laughlin	Member	12/31/2024
Patricia Serrano	Member	12/31/2024
Herb Korte	Member	12/31/2024
John W. Andrews	Member	12/31/2024

Appointments to the Morris County Community Development Revenue Sharing Advisory

Committee (CDRS Committee) (Mayoral Appointment)

Name	Position	Term Expires
Joe D'Urso	Representative	12/31/2024
Beatrice Mastracchio	Representative	12/31/2024

Appointment to Mayor's Ad Hoc Local Economic Development Committee (Mayoral Appointment)

Name	Position	Term Expires
Jay Grant	Regular Member	12/31/2024

Appointment to Local Historian (Mayoral Appointment)

Name	Position	Term Expires
William Maurer	Regular Member	12/31/2024

APPOINTMENT OF OFFICIALS - COUNCIL APPOINTMENTS (Made by Council motion)

Appointment of Captain of the Mendham Borough First Aid Squad for Calendar Year 2024
(In accordance with §22-3 of the Code of Mendham Borough)

Cliff Straub

Appointment of Fire Official/Fire Marshal for the Borough of Mendham for Calendar Year 2024
(In accordance with §106-5 of the Code of Mendham Borough)

John Zaragoza

APPOINTMENT OF OFFICIALS - MAYORAL APPOINTMENTS

Appointment of Fire Chief for the Mendham Borough Fire Department for Calendar Year 2024
(Chapter 20, §20-2 of the Code of Mendham Borough; 1-year appointment)

Gregory Wiatroski

Appointment of Emergency Management Office Co-Coordinator for the Borough of Mendham
(N.J.S.A. Appendix A: 9-33 et seq. and Directive 22 Issued by the State Office of Emergency Management)

Continuing 3-year appointment from January 2024. Term of office ends 12/31/2027

Mayor Christine Serrano Glassner
John Andrews

Appointment of Deputy Municipal Emergency Management Coordinators for the Borough of Mendham for Calendar Year 2024

(N.J.S.A. Appendix A: 9-33 et seq. and Directive 22 Issued by the State Office of Emergency Management)

- John Camoia, Mendham Borough Police Chief
- Pete Hafemeister, Mendham Borough Department of Public Works Superintendent
- Cliff Straub, Mendham First Aid Squad Captain
- Gregory Wiatroski, Mendham Fire Department Chief

Appointment of Officials to the Municipal Emergency Management Council for the Borough of Mendham for Calendar Year 2024

(N.J.S.A. Appendix A: 9-41, as amended)

- Mendham Borough OEM Coordinator - Chair Mendham Borough Mayor
- Borough Administrator
- Department of Public Works Superintendent
- Mendham Borough Police Chief
- Mendham Borough Fire Chief
- Mendham Borough First Aid Captain
- Bernard’s Township Health Department Representative
- West Morris Regional High School District Representative
- Mendham Borough Board of Education Representative

APPOINTMENTS REQUIRING COUNCIL MOTION

Appointments to the Board of Health

Name	Position	Term Expires
Laura Gill	Regular Member	12/31/2025
Laura Montenegro	Regular Member	12/31/2025
John Nosta	Regular Member	12/31/2026
Ed Brooks	Regular Member	12/31/2025
Ted Rostiac	Regular Member	12/31/2025
Ken Lordy	Alternate Member	12/31/2025
Dan Draglin	Alternate Member	12/31/2025

Appointments to the Recreation Committee

(Members appointed by the Mayor with the advice and consent of the Borough Council)

(Council Motion Required)

Name	Position	Term Expires
Stephanie Fourie	Regular Member	12/31/2024
Rob D’Urso	Regular Member	12/31/2025
Ned Panfile	Regular Member	12/31/2026
Kevin Lanahan	Regular Member	12/31/2025

Dianne Ackerman	Regular Member	12/31/2025
Vacant	Alternate Member	12/31/2026
Vacant	Alternate Member	12/31/2026

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John Zaragoza

Mayor Serrano Glassner asked for a motion to approve the appointments.

Motion to Approve: Council Member Reilly
 Second: Council Member Althoff
 Ayes: Reilly, Althoff, Andrew, Kelly, Russo, Sullivan
 Nays: None
 Abstain: None

ADMINISTRATION OF THE OATHS OF OFFICE (NEWLY APPOINTED/RE-APPOINTED OFFICIALS)

Mayor Serrano Glassner performed the Oath of Office for Gregory Wiatroski, Fire Chief for the Mendham Borough Fire Department.

RESOLUTIONS – ADMINISTRATIVE *(Council will take action by a single motion and vote unless a member requests that an item be removed and considered separately)*

- #001-2024 RESOLUTION ADOPTING THE BY-LAWS OF THE BOROUGH COUNCIL FOR CALENDAR YEAR 2024**
- #002-2024 ANNUAL SCHEDULE OF BOROUGH COUNCIL MEETINGS FOR CALENDAR YEAR 2024**
- #003-2024 RESOLUTION AUTHORIZING DESIGNATION OF NEWSPAPERS FOR CALENDAR YEAR 2024**
- #004-2024 RESOLUTION OF THE BOROUGH OF MENDHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, AUTHORIZING ADOPTION OF THE PERSONNEL POLICIES & PROCEDURES MANUAL**
- #005-2024 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 2024

- #006-2024 RESOLUTION REAFFIRMING MENDHAM BOROUGH’S WELCOMING NATURE AND SHARED VALUES FOR THE PROTECTION OF THE CONSTITUTIONAL, CIVIL, AND HUMAN RIGHTS FOR ALL CITIZENS**

Mayor Serrano Glassner asked for a motion to approve.

Motion to Approve: Council Member Andrew
Second: Council Member Kelly
Ayes: Andrew, Kelly, Althoff, Reilly, Russo, Sullivan
Nays: None

RESOLUTIONS – FISCAL MANAGEMENT *(Council will take action by a single motion and vote unless a member requests that an item be removed and considered separately)*

- #007-2024 RESOLUTION AUTHORIZING INTEREST RATE AND PENALTIES ON DELINQUENT PROPERTY TAX PAYMENTS AND DELINQUENT SEWER UTILITY PAYMENTS FOR CALENDAR YEAR 2024**
- #008-2024 RESOLUTION AUTHORIZING THE TAX COLLECTOR TO HOLD A TAX LIEN SALE IN CALENDAR YEAR 2024**
- #009-2024 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 2024**
- #010-2024 RESOLUTION ADOPTING A CASH MANAGEMENT PLAN FOR CALENDAR YEAR 2024**
- #011-2024 RESOLUTION DESIGNATING MUNICIPAL DEPOSITORIES FOR PUBLIC MONIES AND OTHER FUNDS COLLECTED FOR CALENDAR YEAR 2024**
- #012-2024 RESOLUTION AUTHORIZING CHECK AND VOUCHER SIGNATURES FOR CALENDAR YEAR 2024**
- #013-2024 RESOLUTION ADOPTING THE FEE AND RATE SCHEDULE FOR CALENDAR YEAR 2024**
- #014-2024 RESOLUTION TO ESTABLISH A PETTY CASH FUND AND CHANGE FUNDS FOR CALENDAR YEAR 2024**
- #015-2024 TEMPORARY CURRENT FUND OPERATING BUDGET FOR CALENDAR YEAR 2024**
- #016-2024 TEMPORARY SEWER FUND OPERATING BUDGET FOR CALENDAR YEAR 2024**

Mayor Serrano Glassner asked for a motion to approve.

Motion to Approve: Council President Kelly
Second: Council Member Althoff
Ayes: Kelly, Althoff, Andrew, Reilly, Russo, Sullivan

RESOLUTIONS – OFFICIAL APPOINTMENTS *(Council will take action by a single motion and vote unless a member requests that an item be removed and considered separately)*

- #017-2024 RESOLUTION APPOINTING CERTAIN OFFICIALS AND EMPLOYEES FOR CALENDAR YEAR 2024**
- #018-2024 RESOLUTION APPOINTING JOYCE BUSHMAN AS COMMISSIONER AND ERICK MESIAS AS ALTERNATE COMMISSIONER TO THE MORRIS COUNTY JOINT INSURANCE FUND FOR CALENDAR YEAR 2024**
- #019-2024 RESOLUTION DESIGNATING LAUREN MCBRIDE AS THE PUBLIC AGENCY COMPLIANCE OFFICER FOR CALENDAR YEAR 2024**
- #020-2024 RESOLUTION APPOINTING JOYCE BUSHMAN AS QUALIFIED PURCHASING AGENTS FOR CALENDAR YEAR 2024**

Mayor Serrano Glassner asked for a motion to approve.

Motion to Approve: Council Member Reilly
Second: Council Member Russo
Ayes: Reilly, Russo, Andrew, Althoff, Kelly, Sullivan

RESOLUTIONS – PROFESSIONAL SERVICE AGREEMENTS *(Council will take action by a single motion and vote unless a member requests that an item be removed and considered separately)*

- #021-2024 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO DORSEY AND SEMRAU LLC FOR MUNICIPAL ATTORNEY SERVICES**
- #022-2024 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO NISIVOCIA LLC FOR MUNICIPAL AUDITING SERVICES**
- #023-2024 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO BOSWELL ENGINEERING, INC. FOR MUNICIPAL ENGINEERING SERVICES**
- #024-2024 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**

- #025-2024 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO CLEARY, GIACOBBE, ALFIERI, JACOBS LLC FOR MUNICIPAL LABOR ATTORNEY SERVICES
- #026-2024 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO HAWKINS, DELAFIELD AND WOOD, LLC FOR MUNICIPAL BOND COUNSEL SERVICES
- #027-2024 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO SKYLANDS RISK MANAGEMENT, INC. FOR MUNICIPAL RISK MANAGEMENT SERVICES
- #028-2024 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO J. CALDWELL & ASSOCIATES, LLC FOR MUNICIPAL PLANNER SERVICES
- #029-2024 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO STORMWATER COMPLIANCE SOLUTIONS, LLC FOR NJDEP STORMWATER PERMITTING COMPLIANCE CONSULTING SERVICES
- #030-2024 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO MOREHOUSE ENGINEERING, INC. FOR GENERAL SUPPORT OF THE SCADA SYSTEM AT THE WATER RECLAMATION FACILITY
- #031-2024 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO PAULUS, SOKOLOWSKI & SARTOR, LLC FOR INTERIM S-3 LICENSED WASTEWATER OPERATOR AT THE BOROUGH'S WATER RECLAMATION FACILITY
- #032-2024 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO ACTION DATA SERVICES FOR PAYROLL AND ACCOUNTING SERVICES
- #033-2024 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO HOUSING PARTNERSHIP AND APPOINTING HOUSING PARTNERSHIP AS ADMINISTRATIVE AGENT

Mayor Serrano Glassner asked for a motion to approve.

Motion to Approve: Council Member Reilly
 Second: Council President Kelly
 Ayes: Reilly, Kelly, Althoff, Andrew, Russo, Sullivan

MAYOR'S MESSAGE

Mayor Serrano Glasser gave her message highlighting all of the Borough's accomplishments in 2023 and thanked all for their support.

PUBLIC COMMENTS

Mayor Serrano Glassner opened public comment.

Seeing and hearing no one wishing to be heard, Mayor Serrano Glassner closed public comment.

ADJOURNMENT

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

Motion to Approve: Council Member Andrew
Second: Council Member Sullivan
Ayes: Andrew, Sullivan, Althoff, Kelly, Reilly, Russo

Meeting adjourned at 7:37p.m.

The next regular meeting of the Mendham Borough Mayor and Council will convene on January 18, 2023, at 7:00 PM in the Garabrant Center, 4 Wilson Street, Mendham.

Respectfully Submitted:

Lauren McBride
Acting Borough Clerk
Borough of Mendham