

BOROUGH OF MENDHAM
MORRIS COUNTY, NEW JERSEY

RESOLUTION #023-2022

**RESOLUTION APPOINTING CERTAIN OFFICIALS AND EMPLOYEES FOR THE BOROUGH OF MENDHAM
FOR CALENDAR YEAR 2022**

IT IS HEREBY RESOLVED by the Mayor and Council of the Borough of Mendham, County of Morris, State of New Jersey that the following appointments are hereby made, confirmed and ratified for the term of one-year effective January 1, 2022:

Borough Administrator:	Joyce Bushman
Payroll and Personnel Clerk:	Jeanne Pugsley
Public Works Superintendent:	Jeffrey Cooper
Treasurer:	Sue Giordano
Deputy Treasurer:	Jeanne Pugsley
Zoning Officer:	Neil Schetelick

The following mid-term statutory appointments end on the dates listed below:

Construction & Subcode Official:	Robert Rosendale	4-year term expires April 30,2022
Borough Clerk:	Robin Kline	3-year term expires May 31, 2022

Dated: January 7, 2022

BOROUGH OF MENDHAM
MORRIS COUNTY, NEW JERSEY

RESOLUTION #024-2022

**RESOLUTION APPOINTING BRIAN VALLIERE AS ACTING SUPERINTENDENT
OF THE WATER RECLAMATION DEPARTMENT FOR THE BOROUGH OF MENDHAM
FOR CALENDAR YEAR 2022**

WHEREAS, the Borough of Mendham had a need to appoint a Superintendent of Water Reclamation pursuant to §50-2 of the Borough Code, due the retirement of the former Superintendent, effective February 29, 2020; and

WHEREAS, the Personnel Committee and Public Works & Utility Committee have reviewed the qualifications of Assistant Superintendent Brian Valliere and have recommended his re-appointment as Acting Superintendent conditioned upon him obtaining his New Jersey Public Wastewater Collection System C-2 and Public Wastewater Treatment System S - 2 licenses and completing additional coursework and licensing examinations as soon as is practicable; and

WHEREAS, the Mayor, with the advice and consent of Council, wishes to appoint Mr. Valliere as Acting Superintendent of Water Reclamation for the period of January 1, 2022 to December 31, 2022, with Mr. Valliere becoming eligible for a salary increase upon receiving his C-2 and S-2 licenses; and

WHEREAS, the Mayor and Council agree to temporarily waive the §50-2 license requirement to allow the necessary time for Mr. Valliere to obtain the required licenses.

THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Mendham, in the County of Morris and State of New Jersey, as follows:

1. Brian Valliere is appointed as Acting Superintendent of Water Reclamation for the term January 1, 2022, to December 31, 2022, in accordance with §50-2 of the Borough Code.
2. Mr. Valliere shall become licensed in accordance with §50-2. Accordingly, the licensing requirements set forth in §50-2 are hereby waived for a period to allow time for Mr. Valliere to meet those requirements.
3. Mr. Valliere shall take the classes to obtain his S-2 and C-2 licenses and complete all classes/coursework and including taking the exam for C-2 and S-2 licenses as soon as is practicable.
4. Mr. Valliere shall perform all the duties of the Superintendent, but will not be the "licensed operator" for the Water Reclamation Facility and/or the Sewage Collection System as defined by N.J.A.C. 7:10A.
5. Mr. Valliere shall be eligible for an increase upon meeting the license requirements of §50-2 of the Borough Code.

Dated: January 7, 2022

BOROUGH OF MENDHAM

MORRIS COUNTY, NEW JERSEY

RESOLUTION #025-2022

**RESOLUTION APPOINTING A FUND COMMISSIONER AND ALTERNATE FUND COMMISSIONER
TO THE MORRIS COUNTY JOINT INSURANCE FUND FOR THE BOROUGH OF MENDHAM
FOR CALENDAR YEAR 2022**

WHEREAS, N.J.S.A. 40A:10-36 et seq. permits municipalities to join together to form a joint insurance fund; and

WHEREAS, the Morris County Municipal Joint Insurance Fund ("Fund") is duly constituted as a municipal self-insurance fund the Borough of Mendham is a member of the Fund; and

WHEREAS, N.J.S.A. 40A:10-37, as well as the Fund's Bylaws, provide that each member of the Fund shall appoint one member of the governing body or employee of the municipality to represent that municipality as a Fund Commissioner and also may appoint one member of the governing body or employee of the municipality to represent that municipality as an Alternate Fund Commissioner; and

WHEREAS, if the appointed member is an employee of the municipality, then the employee shall hold the office of Fund Commissioner at the pleasure of the municipality and can be removed by the municipality at any time without cause; and

WHEREAS, the Mayor and Borough Council desire to appoint the Borough Administrator to serve as the Fund Commissioner to the Morris County Joint Insurance Fund and the Superintendent of Public Works as the Alternate Fund Commissioner.

THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Mendham that the Borough Administrator to serve as the Fund Commissioner to the Morris County Joint Insurance Fund and the Superintendent of Public Works as the Alternate Fund Commissioner.

Dated: January 7, 2022

BOROUGH OF MENDHAM
MORRIS COUNTY, NEW JERSEY

RESOLUTION #026-2022

**RESOLUTION DESIGNATING JEANNE PUGSLEY AS THE PUBLIC AGENCY COMPLIANCE OFFICER
FOR THE BOROUGH OF MENDHAM FOR CALENDAR YEAR 2022**

WHEREAS, Public Agencies must comply with the requirements set forth in N.J.A.C. 17:27-3.1 et seq. in order to ensure equal employment opportunity in public contracting; and

WHEREAS, in accordance with N.J.A.C. 17:27-3.3, each public agency is required to annually designate an officer or employee to serve as its public agency compliance officer ("PACO") and shall notify the New Jersey Division of Contract Compliance and Equal Employment Opportunity of the designation by January 10 of each year; and

WHEREAS, the Borough Council has determined that the duties of the PACO can be effectively and appropriately performed by Jeanne Pugsley.

BE IT RESOLVED, by the Mayor and Council of the Borough of Mendham, County of Morris that pursuant to N.J.A.C. 17:27-3.3, Jeanne Pugsley is hereby appointed as the Public Agency Compliance Officer to perform the duties prescribed in N.J.A.C. 17:27-3.1 et seq. to ensure the Borough's compliance with these rules and to perform any other liaison and assistance functions as may be requested by the State of New Jersey Division of Contract Compliance and Equal Employment Opportunity.

Dated: January 7, 2022

BOROUGH OF MENDHAM
MORRIS COUNTY, NEW JERSEY

RESOLUTION #027-2022

RESOLUTION APPOINTING A CERTIFIED RECYCLING PROFESSIONAL AND A SUSTAINABLE RESOURCE MANAGEMENT PROFESSIONAL FOR THE BOROUGH OF MENDHAM FOR CALENDAR YEAR 2022

WHEREAS, the Recycling Enhancement Act N.J.S.A. 13:1E-96 and the Clean Communities Program Act, N.J.S.A. 13:1E-213 requires each municipality to designate one or more persons as the Certified Recycling Professional (CRP) and Sustainable Resource Management Professional (SRMP) who shall have completed the requirements of a course of instruction in various aspects of recycling program management.

THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Mendham that Carolynn Budd, Public Works Administrative Assistant, is hereby appointed as the as the Certified Recycling Professional (CRP) and Sustainable Resource Management Professional (SRMP) for the Borough of Mendham for calendar year 2022.

Dated: January 7, 2022

BOROUGH OF MENDHAM
MORRIS COUNTY, NEW JERSEY

RESOLUTION #028-2022

**RESOLUTION ADOPTING THE FEE SCHEDULE FOR THE BOROUGH OF MENDHAM
FOR CALENDAR YEAR 2022**

WHEREAS, the Borough of Mendham desires to establish a schedule of fees and rates for calendar year 2022 for permits, fees, applications, and other municipal services provided by the Borough.

BE IT RESOLVED, by the Mayor and Council of the Borough of Mendham that the schedule of fees and rates attached hereto and made part of this Resolution shall be established for calendar year 2022; and

BE IT FURTHER RESOLVED, that all Borough officials are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

[2022 Fee & Rates Schedule Attached]

Dated: January 7, 2022

BOROUGH OF MENDHAM
MORRIS COUNTY, NEW JERSEY

RESOLUTION #029-2022

**A RESOLUTION AMENDING RESOLUTION #166-2021 TO CORRECT THE
SALARY AND HOURLY WAGE RATES ESTABLISHED FOR THREE POSITIONS**

WHEREAS, on December 15, 2021, the Mayor and Council of the Borough of Mendham adopted Resolution #166-2021, establishing salaries and hourly wage rates for Borough-appointed officials and employees in 2022; and

WHEREAS, the salary and hourly wage rates for three positions were carried over from 2021 and not revised to the correct amounts for 2022; and

WHEREAS, the three positions should appear as follows:

Construction Office and Building Sub-Code Official/Inspector	\$52.52 per hour
Plumbing Sub-Code Official/Inspector & Mechanical Inspector	\$45.00 per hour
Special Law Enforcement Officer II & III	\$35.00-\$36.00 per hour

And,

WHEREAS, the Administration has recommended amending Resolution #166-2021 to make these corrections.

THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Mendham, County of Morris, and State of New Jersey, that Resolution #166-2021 be amended as follows, with no other changes:

Construction Office and Building Sub-code Official/Inspector	\$52.52 per hour
Plumbing Sub-Code Official/Inspector & Mechanical Inspector	\$45.00 per hour
Special Law Enforcement Officer II & III	\$35.00-\$36.00 per hour

Dated: January 7, 2022

**BOROUGH OF MENDHAM
MORRIS COUNTY, NEW JERSEY**

RESOLUTION #030-2022

TEMPORARY GENERAL APPROPRIATIONS BUDGET FOR CALENDAR YEAR 2022

WHEREAS, N.J.S.A. 40:4-19, the Local Budget Law, provides that where any contracts, commitments, or payments are to be made prior to the final adoption of the annual municipal budget, temporary appropriations in the amount not to exceed 26.25% of the prior year’s municipal budget may be made within the first thirty days of the new budget year for the purposes required and therein provided for; and

WHEREAS, the date of this resolution is within the first thirty (30) days of the 2022 Municipal Budget; and

WHEREAS, the total amount of appropriations in the adopted 2021 Budget, less appropriations made for capital improvement fund, debt service, and relief of the poor (public assistance) is \$7,202,406.00; and

WHEREAS, 26.25% of the total appropriation amount in the 2021 municipal budget, less appropriations made for capital improvement fund, debt service, and relief of the poor (public assistance) is \$1,890,632.00 and shall be appropriated as follows:

	ACCOUNT	TEMPORARY APPROPRIATION AMOUNT (\$)
20	General Government	
100	Administrative and Executive	
	Salaries and Wages	36,000.00
	Other Expenses	6,000.00
101	Organization Contributions	
	Other Expenses	5,000.00
102	Purchasing	
	Salaries and Wages	4,600.00
	Other Expenses	2,000.00
103	Communications and Public Information	
	Salaries and Wages	6,200.00
	Other Expenses	12,000.00
105	Human Resources - Personnel and Payroll	
	Salaries and Wages	5,000.00
	Other Expenses	2,000.00
110	Mayor and Council	
	Salaries and Wages	6,250.00
	Other Expenses	2,500.00
120	Municipal Clerk	
	Salaries and Wages	24,000.00
	Other Expenses	12,000.00
130	Financial Administration-Treasury	
	Salaries and Wages	20,000.00
	Other Expenses	12,000.00
135	Audit Services	
	Other Expenses	15,000.00
140	Computerized Data Processing	
	Other Expenses	42,000.00
145	Revenue Administration - Tax Collection	
	Salaries and Wages	16,000.00
	Other Expenses	4,000.00
150	Tax Assessment Administration - Tax Assessor	
	Salaries and Wages	13,000.00
	Other Expenses	6,700.00
155	Annual Legal Professional Services Contract	
	Other Expenses	35,000.00
165	Engineering Services	
	Other Expenses	20,000.00

21	Land Use Administration	
180	Joint Land Use Board - Planning	
	Salaries and Wages	6,000.00
	Other Expenses	6,000.00
181	Historic Preservation Commission	
	Other Expenses	3,000.00
185	Joint Land Use Board - Zoning Board of Adjustment	
	Other Expenses	4,000.00
22	Uniform Construction Code/Code Enforcement	
195	Uniform Construction Code	
	Salaries and Wages	31,000.00
	Other Expenses	13,000.00
196	Code Enforcement - Zoning	
	Salaries and Wages	9,500.00
	Other Expenses	2,500.00
23	Insurance	
210	Liability Insurance	
	Other Expenses	42,000.00
215	Workers Compensation Insurance	
	Other Expenses	28,000.00
220	Employee Group Insurance	
	Other Expenses	220,000.00
225	Unemployment Insurance	
	Other Expenses	3,000.00
226	Disability Insurance - Short Term & Long Term	
	Other Expenses	5,700.00
25	Public Safety	
240	Police	
	Salaries and Wages	425,000.00
	Other Expenses	38,000.00
250	Police Dispatch	
	Other Expenses	0.00
252	Office of Emergency Management	
	Salaries and Wages	2,000.00
	Other Expenses	4,000.00
255	Aid to Volunteer Fire Company	
	Other Expenses	31,000.00
260	Aid to Volunteer Ambulance Company	
	Other Expenses	14,000.00
265	Fire Prevention	
	Salaries and Wages	7,100.00
	Other Expenses	2,000.00
504	Fire Hydrant Service	
	Other Expenses	32,000.00
26	Public Works	
290	Streets and Road Maintenance	
	Salaries and Wages	156,000.00
	Other Expenses	55,000.00
300	Other Public Works Functions Shade Tree Maintenance	
	Other Expenses	5,000.00
305	Solid Waste Collection	
	Other Expenses	42,000.00
310	Buildings and Grounds	
	Other Expenses	36,000.00
315	Vehicle Maintenance	
	Salaries and Wages	15,600.00
	Other Expenses	16,732.00
325	Community Services (Kelly) Act	
	Other Expenses	2,000.00

27	Health & Human Services	
330	Board of Health	
	Salaries and Wages	2,200.00
	Other Expenses	24,000.00
335	Environmental Health Services	
	Other Expenses	2,000.00
340	Animal Control Services	
	Other Expenses	3,300.00
360	Senior Citizen Services & Programs	
	Other Expenses	5,000.00
28	Recreation	
370	Recreation Services	
	Salaries and Wages	7,500.00
	Other Expenses	5,000.00
375	Maintenance of Parks	
	Other Expenses	20,000.00
29	Education	
393	Aid to Private Library	
	Other Expenses	50,000.00
31	Utility & bulk Expenses	
430	Electricity	
	Other Expenses	11,000.00
435	Street Lighting	
	Other Expenses	6,000.00
440	Telephone	
	Other Expenses	6,000.00
445	Water	
	Other Expenses	2,000.00
446	Natural Gas	
	Other Expenses	15,000.00
450	Telecommunications - Cell Phones	
	Other Expenses	6,000.00
447	Petroleum Products	
	Other Expenses	21,000.00
32	Recycling & Landfill	
465	Landfill Solid Waste Disposal Cost - Recycling	
	Other Expenses	45,000.00
35	Contingent	
470	Contingent	
	Other Expenses	2,500.00
36	Statutory Expenditures	
471	Public Employees Retirement System	
	Other Expenses	0.00
472	Social Security	
	Other Expenses	70,000.00
475	Police & Fire Retirement System	
	Other Expenses	0.00
477	Defined Contribution Retirement Program	
	Other Expenses	3,000.00
41	Federal & State Grants	
770	Clean Communities Grant	
	Salaries and Wages	750.00
	Other Expenses	2,000.00
43	Court & Public Defender	
490	Municipal Court	
	Salaries and Wages	1,000.00
	Other Expenses	16,000.00
	TOTAL	1,890,632.00

And,

WHEREAS, authorization for Pension Payments due April 1, 2022 will be provided for in full in the 2022 Budget as follows:

Police and Firemen's Retirement System	\$453,124.50
Public Employees Retirement System	\$182,023.00

THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Mendham that the herein referenced temporary appropriations shall be made; and

BE IT FURTHER RESOLVED that the Borough Clerk shall provide a certified copy of this Temporary General Appropriations Budget for Calendar Year 2022 to the Chief Financial Officer and that all other Borough officials and employees are hereby authorized to take all action necessary and appropriate to effectuate the terms of this Resolution.

This Resolution shall take effect immediately.

Dated: January 7, 2022

BOROUGH OF MENDHAM
MORRIS COUNTY, NEW JERSEY

RESOLUTION #031-2022

TEMPORARY SEWER UTILITY APPROPRIATIONS BUDGET FOR CALENDAR YEAR 2022

WHEREAS, N.J.S.A. 40:4-19, the Local Budget Act, provides that where any contracts, commitments, or payments are to be made prior to the final adoption of the annual budget, temporary appropriations in the amount not to exceed 26.25% of the prior year's budget may be made within the first thirty days of the new budget year for the purposes required and therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of the 2022 Sewer Utility Budget; and

WHEREAS, the total amount of appropriations in the adopted 2021 Sewer Utility Budget were \$1,822,634.00; and

WHEREAS, 26.25% of the total amount of appropriations in the adopted 2021 Sewer Utility Budget is \$478,441.00.

BE IT RESOLVED, by the Mayor and Council of the Borough of Mendham that the Temporary Sewer Utility appropriations budget for calendar year 2022 shall be made as follows:

55	SEWER UTILITY ACCOUNT	TEMPORARY AMOUNT APPROPRIATED
501	Utility Salaries & Wages - Sewer	
	Salaries and Wages	\$160,000.00
503	Utility Operating - Billing	
	Salaries and Wages	\$9,600.00
	Other Expenses	\$5,400.00
502	Utility Other Expenses - Sewer	
	Other Expenses	\$240,841.00
541	Contribution to Social Security	
	Other Expenses	\$13,000.00
542	Unemployment Compensation Insurance	
	Other Expenses	\$600.00
544	Statutory Expenses	
	Other Expenses	\$49,000.00
	Total	\$478,441.00

And,

BE IT FURTHER RESOLVED that the Borough Clerk shall provide a copy of this Resolution to the Chief Financial Officer and that all other Borough officials and employees are hereby authorized to take all action necessary and appropriate to effectuate the terms of this Resolution.

Dated: January 7, 2022