

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

CALL TO ORDER

The January 3, 2012 Reorganization Meeting of the Mayor and Council was called to order by Mayor Neil Henry at approximately 7:30 PM in the Mendham Borough Fire House, 24 East Main Street, Mendham, New Jersey.

FLAG SALUTE

Mayor Henry asked for a moment of meditation followed by the Pledge of Allegiance.

OPENING STATEMENT

Adequate notice of this meeting of the Mayor and Council of the Borough of Mendham was published in the Observer Tribune or Morris County Daily Record. Notice was posted on the Phoenix House bulletin board in accordance with the Open Public Meetings Act.

INVOCATION

Father Mike Drury, Police, Fire and EMS Chaplain did the Invocation.

OATHS OF OFFICE

The Clerk administered the Oath of Office to Mayor Neil Henry which will be marking his second term in office.

Mayor Henry highlighted the involvement in local government of Councilman Garubo and Councilman Badal. The Mayor further noted that Councilman Garubo has the longest length of service to the Borough of Mendham.

The Clerk administered the Oath of Office to Councilman Garubo and Councilman Badal.

ATTENDANCE

Mayor Neil Henry

Councilman Stanley Witczak
Councilman John Andrus
Councilman David Sharkey
Councilwoman Veronica Daly
Councilman Louis Garubo
Councilman Brad Badal

Absent: None

Welcome

Mayor Henry welcomed everyone and then proceeded with the meeting.

ELECTION OF COUNCIL PRESIDENT:

Councilman Garubo nominated Councilman Andrus for Council President
Second by Councilman Sharkey
Mayor Henry asked for other nominations.
There were no other nominations.

Roll Call - the vote was as follows:

In favor: Witczak, Andrus, Sharkey, Daly, Garubo, Badal

Opposed: None

Absent: None

Abstain: None

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 amended, as the rules for proceeding and debate in the Borough Council.

Motion to approve the Borough Council Procedures was made by Councilman Badal
Second by Councilwoman Daly

Roll Call - the vote was unanimous as follows:

In favor: Witczak, Andrus, Sharkey, Daly: Garubo, Badal

Opposed: None

Absent: None

Abstain: None

2012 STANDING COMMITTEES:

Mayor:

Committee

Chairman

Members

Finance

Councilman Andrus

Councilman Badal

Councilman Witczak

Public Safety

Councilman Badal

Councilwoman Daly

Councilman Garubo

Recreation

Councilman Garubo

Councilman Witczak

Councilman Andrus

Public Works/Utilities

Councilman Witczak

Councilman Garubo

Councilman Sharkey

Land Use

Councilman Sharkey

Councilman Andrus

Councilwoman Daly

Personnel

Councilwoman Daly

Councilman Sharkey

Councilman Badal

Mayor Henry noted these appointments stand from 2011.

Motion to approve the Standing Committees was made by Councilwoman Daly

Second by Councilman Garubo

Roll Call - the vote was unanimous as follows:

In favor: Witczak, Andrus, Sharkey, Daly, Garubo, Badal

Opposed: None

Absent: None

Abstain: 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-2011 for the months of January, July and August when only one meeting will be held. An additional meeting is scheduled for **Monday, December 24, 2012.** All meetings will begin at **8:00 P.M.**

Motion to approve the schedule of meetings was made by Councilman Andrus

Second by Councilman Sharkey

Roll Call - the vote was unanimous as follows:

In favor: Witczak, Andrus, Sharkey, Daly, Garubo, Badal

Opposed: None

Absent: None

Abstain: None

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

Motion to approve the location of the regularly scheduled meetings was made

by Councilman Sharkey

Second by Councilman Andrus

Roll Call - the vote was unanimous as follows:

In favor: Witczak, Andrus, Sharkey, Daly, Garubo, Badal

Opposed: None

Absent: None

Abstain: None

BE IT RESOLVED that the 2013 Reorganization Meeting will be held on Tuesday, January 1, 2013 at 1:00 PM at the Mendham Borough Fire House, 24 East Main Street, Mendham, New Jersey. Any exceptions will be advertised or noticed in accordance with the Open Public Meetings Act.

Motion to approve the 2013 Reorganization Meeting date was made by Councilman Andrus
Second by Councilman Witczak

Roll Call - the vote was unanimous as follows:

In favor: Witczak, Andrus, Sharkey, Daly, Garubo, Badal

Opposed: None

Absent: None

Abstain: None

APPOINTMENTS - MENDHAM BOROUGH OFFICIALS

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

Administrator	Ellen Sandman
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	Donna Cummins
Assessment Search Officer	Maureen Massey
Tax Assessor Secretary	Helen Cleary
Purchasing Agent	Ellen Sandman
Public Agency Compliance Officer	Jeanne Pugsley
Civil Rights Officer	Maureen Massey
Construction Code Technical Assistant	Emily Wood
Construction Official	Russell Heiney
Police Department Secretary	Pamela Andrus/Noreen Staples
Fire Official	Craig Bellamy
Fire Sub-Code Official & Building Sub-Code Official	Russell Heiney
Plumbing/Mechanical Sub-Code Official	Craig Smith
Electrical Sub-Code Official	Kevin Fleming
Deputy Fire Inspector	Edward Tencza
Public Works Superintendent	Ken O'Brien
WRF Superintendent	Douglas Wright
Land Use Coordinator	Diana Callahan

OTHER APPOINTMENTS:

2012 OTHER APPOINTMENTS:

Planning Board:

Regular Member:	(Four Year Term-12/31/15)	Richard Kraft
Class II:	(One Year Term-12/31/12)	Ellen Sandman
Class III:	(One Year Term-12/31/12)	David Sharkey (Council Liaison)
Alternate I:	(Unexpired Term 12/31/12)	Brian Cavanaugh
Alternate II:	(Unexpired Term 12/31/13)	To Be Determined

Board of Adjustment:

Regular Member: (Four Year Term-12/31/15) Stephen Peck
Charles Schumacker

Alternate II: (Two Year Term-12/31/13) Anthony Germinario

Board of Health:

Regular Member: (Three Year Term-12/31/14) Paula D'Amato
Carrie Vallacchi

Alternate I: (Unexpired Term-12/31/12) Helen Cleary
Alternate II: (Two Year Term- 12/31/13) To Be Determined

Environmental Commission:

Regular Member: (Three Year Term-12/31/14) Wayne LeBlond
(Three Year Term-12/31/14) To Be Determined
Alternate II: (Two Year Term-12/31/13) Andy Carpenter

Open Space and Farm Land Preservation Committee:

Regular Member: (Three Year Term-12/31/14) Adam Slutsky

Council Representative (One Year Term-12/31/12) John Andrus

Alternate I: (Two Year Term-12/31/12) Keith McNair
Alternate II: (Three Year Term-12/31/14) To Be Determined

Historic Preservation Commission:

Regular Member: (Four Year Term-12/31/15) Nick Cusano
Michael Furgeson

Alternate I: (Two Year Term-12/31/13) John Dannenbaum

Curator and Historian: (One Year Term-12/31/12) Charles Topping

Shade Tree Committee:

Member: (One Year Term-12/31/12) Dave Sharkey
Member: (One Year Term-12/31/12) Ellen Sandman
Advisor: (One Year Term-12/31/12) Ken O'Brien

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

Police Matron: (One Year Term-12/31/12) Koleen Kelly
Anna Ravo
Noreen Staples

Police - School Crossing Guards: (One Year Term
(12/31/12) Renee Arezzi
Patricia Studer
Wayne LeBlond
Kathleen Lilieholm
Leo Kenny

Fire Wardens: (One Year Term-12/31/12)

Robert Collins
Willard Bergman
Joseph Grassi
Gerard Dolan
John Deighan
Benjamin Jenkins

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

Appointed by Mayor - Representative
Appointed by Council - Representative
Alternate Member

Charles Topping
Ellen Sandman
Ken O'Brien

Fire Chief:

Richard DeNicola

Recreation Committee:

Regular Members: (Term Ends 12/31/14)

Christine Serrano Glassner
Ned Panfile

Council Representative (One Year Term-12/31/12)

Louis Garubo

Alternate II: (Term Ends 12/31/13)

To Be Determined

Director (One Year Term-12/31/12)

Bruce DiBisceglie

Secretary (One Year Term-12/31/12)

Helen Cleary

Motion to approve the 2012 appointments was made by Councilman Andrus
Second by Councilman Badal
Roll Call - the vote was unanimous as follows:
In favor: Witczak, Andrus, Murphy, Carr, Garubo, Badal
Opposed: None
Absent: None
Abstain: None

The Clerk administered the Oath of Office:
Mendham Borough Fire Chief Michael Bruin
Mendham Borough First Aid Squad Captain Paula Oswald (All First Aid Members Present)

RESOLUTIONS:

The following Resolutions are Minute Book Attachments:

#1-12 Temporary General Appropriations Budget 2012

Motion to approve Res. #1-12 was made by Councilman Badal
Second by Councilwoman Daly
Roll Call - the vote was unanimous as follows:
In favor: Witczak, Andrus, Sharkey, Daly, Garubo, Badal
Opposed: None
Absent: None
Abstain: None

#2-12 Temporary Utility Appropriations Budget for 2012

Motion to approve Res. #2-12 was made by Councilwoman Daly
Second by Councilman Garubo
Roll Call - the vote was unanimous as follows:
In favor: Witczak, Andrus, Sharkey, Daly, Garubo, Badal
Opposed: None
Absent: None
Abstain: None

#10-12 Fletcher Library Trust

Mayor Henry read aloud Resolution #10-12
Motion to approve Res. #10-12 was made by Councilman Garubo
Second by Councilman Sharkey
Roll Call - the vote was unanimous as follows:
In favor: Witczak, Andrus, Sharkey, Daly, Garubo, Badal
Opposed: None
Absent: None
Abstain: None

#11-12 Andrew Fletcher Three Fields Memorial Trust

Mayor Henry read aloud Resolution #11-12
Motion to approve Res. #11-12 was made by Councilman Sharkey
Second by Councilman Andrus
Roll Call - the vote was unanimous as follows:
In favor: Witczak, Andrus, Sharkey, Daly, Garubo, Badal
Opposed: None
Absent: None
Abstain: None

Consent Agenda: (Resolutions #3-12 to #9-12 AND #12-12-#22-12)

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 #3-12: Interest Rate and Penalties on Delinquent Taxes and Sewer Fees
- Resolution #4-12: Authorizing Tax Collector to Hold Tax Lien Sale
- Resolution #5-12: Designation of Depositories for Borough Funds for 2012
- Resolution #6-12: Canceling Overpayment or Underpayment of Taxes and Sewer Fees in the Amount of \$10.00 or Under
- Resolution #7-12: Voucher Signatures
- Resolution #8-12: Designation of Newspapers
- Resolution #9-12: Legal Notices
- ++++
- Resolution #12-12: Professional Service - Municipal Attorney
- Resolution #13-12: Professional Service - Municipal Auditor
- Resolution #14-12: Professional Service - Municipal Engineer
- Resolution #15-12: Professional Service- Labor Attorney
- Resolution #16-12: Professional Service - Municipal Bond Counsel
- Resolution #17-12: Professional Service - Municipal Special Counsel (COAH –Affordable Housing and General Legal Services)
- Resolution #18-12: Professional Service - Municipal Special Counsel (School Board Affairs)
- Resolution #19-12: Professional Service - Municipal Public Defender
- Resolution #20-12: Professional Service - Municipal Prosecutor
- Resolution #21-12: Appointing Public Agency Compliance Officer
- Resolution #22-12: Professional Service - Municipal Zoning Officer

Motion to approve the Consent Agenda was made by Councilman Andrus
Second by Councilman Witczak
Roll Call - the vote was unanimous as follows:
In favor: Witczak, Andrus, Sharkey, Daly, Garubo, Badal
Opposed: None
Absent: None
Abstain: None

Resolutions: (Individual Roll Call Vote):

Resolution #23-12 Appointing Joint Emergency Management Council:

Motion to approve Resolution #23-12 was made by Councilman Witczak. Councilman Andrus noted that the name of the Fire Chief was not changed to reflect the newly elected 2012 Fire Chief. Councilman Witczak amended his motion to correct the oversight. The new Fire Chief will be listed as Richard DeNicola.

Second by Councilman Badal

Roll Call - the vote was unanimous as follows:

In favor: Witczak, Andrus, Sharkey, Daly, Garubo, Badal

Opposed: None

Absent: None

Abstain: None

Resolution #24-12 Appointing Donna Cummins Tax Collector (Tenure):

Motion to approve Resolution #24-12 was made by Councilman Badal

Second by Councilwoman Daly

Roll Call - the vote was unanimous as follows:

In favor: Witczak, Andrus, Sharkey, Daly, Garubo, Badal

Opposed: None

Absent: None

Abstain: None

Resolution #25-12 Appointing Michael Monahan-Mendham TV Board:

Motion to approve Resolution #25-12 was made by Councilwoman Daly

Second by Councilman Garubo

Roll Call - the vote was unanimous as follows:

In favor: Witczak, Andrus, Sharkey, Daly, Garubo, Badal

Opposed: None

Absent: None

Abstain: None

MAYOR'S MESSAGE TO THE CITIZENS OF THE BOROUGH

Minute Book Attachment

OLD/NEW BUSINESS: None

PUBLIC COMMENT: None

APPROVAL OF VOUCHERS: There was no bill list for approval.

ADJOURNMENT:

There being no further business scheduled for the consideration of the Borough Council at this time, on motion duly made, seconded and unanimously carried, the meeting was adjourned at 8:00 P.M., next to convene at a Regular Meeting on January 16, 2012 at 8:00 P.M. at the Garabrant Center, 4 Wilson Street, Mendham, New Jersey 07945.

Respectfully submitted,

Maureen Massey, RMC, CMC
Borough Clerk