

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

**March 11, 2020**

**MINUTES**

**CALL TO ORDER**

Mayor Christine Serrano-Glassner called the March 11, 2020 Regular Meeting of the Mayor and Council to order at 8:00 p.m. in the Garabrant Center, 4 Wilson Street, Mendham, New Jersey.

**MOMENT OF SILENCE AND FLAG SALUTE**

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

**MAYOR'S OPENING STATEMENT**

Notice of this meeting of the Mayor and Council of the Borough of Mendham was published in the Daily Record and Star Ledger, posted in the Phoenix House, and was filed in the Office of the Borough Clerk 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 President Brad Badal  
Council Member James Kelly  
Council Member Mary Sue Martin  
Council Member Brennan Reilly

Also present were:

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

**PROCLAMATION**

**PROCLAMATION RECOGNIZING AND CONGRATULATING THE ROTARY CLUB OF THE MENDHAMS ON THE OCCASION OF HOLDING ITS 39<sup>TH</sup> ANNUAL SPRING ANTIQUES & ART SHOW**

Mayor Christine Serrano-Glassner read the proclamation recognizing and congratulating the Rotary Club of the Mendhams on its 39<sup>th</sup> annual Spring Antiques & Art Show. The proclamation was presented to Mr. William Connelly, President of the Rotary Club of the Mendhams, who thanked the governing body for the proclamation and invited all in attendance to attend this year's Spring Antiques & Art Show.

**PRESENTATIONS**

**Run for a Nun 5K Special Event** – Casey Dolan, the Sisters of Christian Charity Development Director, announced that the "Run for a Nun" 5K race is in its 7<sup>th</sup> year and is a fundraising event that supports the religious education for young women studying to become Sisters. This will be the second year the 5K race is held in Mendham Borough and approximately 200 runners are expected to join the 5K race. Ms. Dolan confirmed that her office will notify residents along the 5K race route in advance of the event in writing.

Ms. Dolan further mentioned that last year's event was well-received by residents and participants and thanked the governing body for its support and partnership.

**Boro Bash Fundraiser at Borough Park** – A representative from Mendham Borough HSA was not able to attend. In lieu of a brief presentation concerning the event, Ms. Wendy Hoch, the event coordinator, provided a written summary notifying that the event serves as the spring fundraiser for the Mendham Borough Home and School Association to help fund the 8<sup>th</sup> grade Washington, D.C. trip and playground improvements for the Hilltop Elementary School.

**CONSENT AGENDA ITEMS**

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:** February 24, 2020 Regular Meeting and Closed Session
- 2. Banner Display Applications:** Permit #05-2020 – PTO Mendham High School  
Project Graduation Tricky Tray Fundraiser  
April 4, 2020 – May 2, 2020  
Permit #06-2020 – Mendham Borough PBA, Fire and First Aid

Mendham First Responders Golf Outing  
September 7, 2020 – September 18, 2020  
Permit #07-2020 – Twin Boro Bears Football & Cheer  
Twin Boro Bears Football & Cheer Fall 2020 Registration  
April 5, 2020 – April 19, 2020

**3. Raffle License Application:** #13-2020 – Rotary Club of the Mendhams  
Off-Premise 50/50 Cash Prize Raffle  
Prize Drawing: April 8, 7:00 PM

**4. Special Event Application:** #02-2020 – Sisters of Christian Charity  
Run for a Nun 5K  
June 6, 2020, 8:30 AM to 10:30 AM  
#03-2020 – Mendham Borough HSA  
Boro Bash Fundraiser at Borough Park  
June 5, 2020, 3:30 PM to 8:00 PM

There was no Council discussion.

Motion to Approve: Council President Badal  
Second: Council Member Andrew  
Ayes: Andrew, Andrews, Badal, Kelly, Martin, Reilly  
Nays: None  
Abstention: Council President Badal abstained on the approval of the February 24, 2020 minutes.

#### **ORDINANCE FOR INTRODUCTION**

**ORD #01-2020 ORDINANCE OF THE BOROUGH OF MENDHAM, IN THE COUNTY OF MORRIS AND STATE OF NEW JERSEY, ESTABLISHING A BOND REQUIREMENT FOR SPECIAL EVENT PERMITS** Mayor Serrano-Glassner stated that the Public Hearing is scheduled April 9, 2020.

Council Member Reilly inquired if town-sponsored events would be exempt from the bond requirement. Mayor Serrano-Glassner confirmed that a bond would not be required for town events.

The ordinance will require that the Chief of Police provide a bond estimate to applicants based upon the type and extent of use, among other factors, of a public facility. The Chief of Police would also have the authority to waive the posting of a bond. The applicant's bond would be refunded after deducting the cost of necessary expenses incurred by the Borough in restoring the area to the same condition before the event took place. The Superintendent of Public Works would provide a detail listing of costs incurred.

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

**ORD #02-2020 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK FOR CALENDAR YEAR 2020 (N.J.S.A. 40A: 4-45.14)** Mayor Serrano-Glassner stated that the Public Hearing is scheduled April 27, 2020.

There was no Council discussion.

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

#### **ORDINANCE FOR PUBLIC HEARING/ADOPTION**

None

#### **INTRODUCTION OF THE CY2020 MUNICIPAL BUDGET**

**#052a-2020 RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF MENDHAM CERTIFYING COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S "ENFORCEMENT GUIDANCE ON THE CONSIDERATION OF ARREST AND CONVICTION RECORDS IN EMPLOYMENT DECISIONS UNDER TITLE VII OF THE CIVIL RIGHTS ACT OF 1964"**

There was no Council discussion.

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

**#052b-2020 RESOLUTION TO INTRODUCE THE 2020 MUNICIPAL BUDGET**

Mayor Serrano-Glassner stated that the Public Hearing is scheduled April 27, 2020.

Mr. Bud Jones, the Borough’s Registered Municipal Auditor, reported that the 2020 budget is consistent with past years and has been reviewed by the Budget and Finance Committee.

Council President Badal, chair of the Budget and Finance Committee, reported that the 2020 budget represents a 1.995% increase in the municipal tax levy. One item was cut from capital budget and \$28,000 will be used from the reserve account. He recommended that the 2020 budget be approved upon introduction.

There was no further Council discussion.

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

**RESOLUTIONS**

**#016-2020 RESOLUTION ADOPTING THE FEE SCHEDULE FOR THE BOROUGH OF MENDHAM FOR CALENDAR YEAR 2020 [Tabled from February 24, 2020]**

Council Member Reilly questioned the fees for food establishments. The fee charged for restaurants with under 100 seats is \$250, while restaurants having more than 100 seats are charged \$350 and suggested a fee structure should be established for restaurants with fewer than 10, 20, 30, etc. seats. The Council agreed that a recommendation should be made to the Board of Health to review fees for food establishments. Council Member Andrew, liaison to the Board of Health, will inform the Board of Health.

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

**#053-2020 RESOLUTION AUTHORIZING THE BOROUGH OF MENDHAM TO PARTICIPATE IN THE NATIONAL COOPERATIVE PURCHASING ALLIANCE**

There was no Council discussion.

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

**#054-2020 RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF MENDHAM APPOINTING A MUNICIPAL COURT JUDGE, PROSECUTOR, AND PUBLIC DEFENDER FOR THE WASHINGTON TOWNSHIP AND MENDHAM BOROUGH SHARED MUNICIPAL COURT FOR CALENDAR YEAR 2020**

There was no Council discussion.

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

**#054-2020 PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO STORMWATER COMPLIANCE SOLUTIONS, LLC FOR PROFESSIONAL SERVICES TO AID IN THE COMPLIANCE WITH NJDEP STORMWATER PERMITTING REQUIREMENTS**

Council Member Reilly sought clarification on the NJDEP stormwater permitting projects Stormwater Compliance Solutions LLC assists the Borough with. It was clarified that the professional service contract provides that Stormwater Compliance Solutions, LLC assist the Borough in the permitting for the New Jersey Pollution Discharge Elimination System (NJPDES) Program, which assures the proper treatment and discharge of wastewater and stormwater from various types of facilities and activities.

There was no further Council discussion.

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

**#056-2020 APPOINTING BRIAN VALLIERE AS ACTING SUPERINTENDENT OF THE WATER RECLAMATION DEPARTMENT**

The governing body congratulated Brian Valliere, who was in attendance, on his promotion as Acting Superintendent of the Borough's Water Reclamation Plant. Mr. Valliere brings 15 years of experience in wastewater treatment operations.

There was no further Council discussion.

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

**ADMINISTRATOR'S REPORT**

Ms. Bushman provided a copy of her Administrator's Report dated March 11, 2020 to the Mayor and Council. She noted that the bid opening for the CCTV project has been scheduled for April 2<sup>nd</sup>.

Mayor Serrano-Glassner inquired about the status of exploring a new animal control contract. Ms. Bushman responded that the matter is pending.

**COUNCIL COMMITTEE REPORTS**

**Finance [Standing Committee of the Council]**

Council President Badal reported that the 2020 Fee and Rate Schedule Resolution and the 2020 Budget were introduced and passed at tonight's meeting.

**Board of Health**

Council Member Andrew reported that the Board of Health adopted an ordinance updating Board of Health fees and rates at its March 4<sup>th</sup> meeting. The board also discussed at length public health plans concerning the coronavirus.

**Recreation and Parks [Standing Committee of the Council]**

Council Member Andrew reported that the Recreation Committee will be meeting on March 19<sup>th</sup> and had nothing new to report.

**Board of Education**

Council Member Andrew reported that the school districts are developing plans with respect to the coronavirus public health threat.

**Public Safety [Standing Committee of the Council]**

Council Member Andrews reported that the Office of Emergency Management ("OEM") Task Force, which consists of the Police Department, Fire Department, EMS Squad, the Public Works Department, Mayor Serrano-Glassner and OEM Coordinator Gary Lynch, has had several meetings over the past two weeks and has been participating on several calls with the county concerning the coronavirus (COVID-19). In addition, OEM met with the Department of Health and with Laura Sansone from Holly Manor Nursing Home. He also reported the Borough's OEM Coordinator has been in touch with the School Superintendent. Awareness messages have been posted on the Borough's website and social media accounts encouraging the public to "practice the basics." Council Member Andres confirmed that critical supplies such as masks, gloves, wipes and soap have been ordered for the EMS Squad.

Council member Andrews further reported that the Mendham Borough Police Department and the Mendham Township PBA will host a "Bagels and Badges" event on Friday, March 27<sup>th</sup>, from 7AM to 10AM at the Wicker Basket. He also reported that the Borough's fire truck is back in service and that the construction of a new kitchen in the firehouse has started. Lastly, Council Member Andrews recognized Michael Boll, SRO for the West Morris High School, for his role in helping to organize the "Feed the Hero's" event at the high school on March 15<sup>th</sup>.

**Personnel [Standing Committee of the Council]**

Member Martin reported that interviews are scheduled next week for a part-time tax collector position.

**Public Works and Utilities [Standing Committee of the Council]**

Council Member Kelly reported that a meeting was held to review the CCTV bid project and to discuss the appointment of an Acting Superintendent for the Water Reclamation plant. He further reported that the NJDEP conducted its annual inspection of the Water Reclamation plant and found no compliance concerns or issues. Lastly, he reported that manholes situated on Borough streets are being inventoried and confirmed that new manhole risers will be ordered and installed where needed.

**Land Use [Standing Committee of the Council]**

Council Member Reilly had nothing new to report.



Abstain: Council Member Andrews abstained on vouchers concerning "Aid to Volunteer Ambulance Squad."

The Bills List dated March 11, 2020 was approved.

**EXECUTIVE SESSION**

There was no Executive Session.

**ADJOURNMENT**

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

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

Meeting adjourned at 8:52 p.m.

The next meeting of the Mayor and Council of the Borough of Mendham will be held on March 23, 2020 at 8:00 PM in the Garabrant Center, 4 Wilson Street, Mendham.

Respectfully Submitted:

*Robin R. Kline*

Robin R. Kline, MAS, RMC, CMR

Borough Clerk

BOROUGH OF MENDHAM