

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

November 12, 2020

MINUTES

CALL TO ORDER

Mayor Christine Serrano Glassner called the November 12, 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 proceeded with the Pledge of Allegiance.

MAYOR'S OPENING STATEMENT

Mayor Serrano Glassner read the following statement:

Notice of this meeting of the Mayor and Council of the Borough of Mendham was published in the Daily Record and the 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.

During a declared state of emergency when meetings of the Mayor and Council are held remotely, written comments to be read during the public hearings or public comment period listed on the agenda may be submitted in writing to our Borough Clerk electronically by email, or by letter, no later than 4:00PM on the date of the meeting. Only one public comment, whether oral or written, from each person at each public comment period will, as with all public comments, be heard or read. The reading of the written comments will, as with all public comments, be limited to five minutes and the reading will end after five minutes.

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 [via Zoom conferencing]
Council Member Brennan Reilly

Also present were:

Joyce Bushman, Borough Administrator
Fred Semrau, Esq., Borough Attorney [via Zoom conferencing]
Susan Sharpe, Esq., Borough Attorney [via Zoom conferencing]
Robin R. Kline, Borough Clerk

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: October 26, 2020 Regular Meeting

There was no Council discussion.

Motion to Approve: Council Member Reilly
Second: Council Member Kelly
Ayes: Andrews, Badal, Kelly
Recused: Andrew, Martin, Reilly

DISCUSSION

2020 Best Practices Inventory

Mr. Semrau advised that all municipalities are required to file a completed Best Practices Inventory to the Division of Local Government Services each year. A municipality must receive a minimum score of 16 on the Inventory to receive its full "State Aid" payment. There are 29 scored questions in the categories of "Core Competencies" and "Best Practices."

[Borough Clerk's note: LFN 2020-20 requires the municipality's Chief Finance Officer and Chief Administrative Officer to complete and file the Best Practices Inventory with the state on or before November 3, 2020 and also requires the Municipal Clerk to certify with the state that the Best Practices Inventory, and the results thereof, was discussed or will be discussed at a public meeting and referenced in the meeting minutes.]

The Chief Finance Officer and Chief Administrative Officer filed the Best Practices Inventory with the state on October 30, 2020. The Borough Clerk distributed a filed copy of the Best Practices Inventory to the Governing Body together with the November 12th Council agenda packet and subsequently certified with the state that the

Best Practices Inventory, and the results thereof, would be discussed at the November 12th Council meeting and referenced in the meeting minutes.]

ORDINANCES FOR INTRODUCTION

#13-2020 ORDINANCE OF THE BOROUGH OF MENDHAM, IN THE COUNTY OF MORRIS AND STATE OF NEW JERSEY, TO AMEND CHAPTER 168, SEWERS, OF THE BOROUGH CODE TO REMOVE A DUPLICATIVE DEFINITION

Public Hearing scheduled for November 23, 2020.

There was no Council discussion.

Motion to Approve: Council Member Reilly
Second: Council Member Kelly
Ayes: Andrew, Andrews, Badal, Kelly, Martin, Reilly

#14-2020 AN ORDINANCE OF THE BOROUGH OF MENDHAM TO AMEND ORDINANCE 21-99, "AN ORDINANCE OF THE BOROUGH OF MENDHAM TO CREATE A LENGTH OF SERVICE AWARDS PROGRAM"

Public Hearing scheduled for November 23, 2020.

There was no Council discussion.

Motion to Approve: Council Member Reilly
Second: Council Member Kelly
Ayes: Andrew, Badal, Kelly, Martin, Reilly
Recused: Andrews

ORDINANCE FOR PUBLIC HEARING/ADOPTION

None.

RESOLUTIONS

#161-2020 RESOLUTION AUTHORIZING THE CORRECTION OF A SEWER ALLOCATION FOR SIX EAST MAIN STREET

There was no Council discussion.

Motion to Approve: Council Member Reilly
Second: Council Member Kelly
Ayes: Andrew, Andrews, Badal, Kelly, Martin, Reilly

#162-2020 RESOLUTION AUTHORIZING THE RELEASE OF A CASH BOND FOR PROPERTY LOCATED AT 48 MAPLE AVENUE [BLOCK 404, LOT 6]

There was no Council discussion.

Motion to Approve: Council Member Reilly
Second: Council Member Kelly
Ayes: Andrew, Andrews, Badal, Kelly, Martin, Reilly

#163-2020 RESOLUTION APPROVING THE APPOINTMENT OF SIERRA A. VARRO AS A REGULAR MEMBER TO THE MENDHAM BOROUGH FIRE DEPARTMENT

There was no Council discussion.

Motion to Approve: Council Member Reilly
Second: Council Member Kelly
Ayes: Andrew, Andrews, Badal, Kelly, Martin, Reilly

#164-2020 RESOLUTION AUTHORIZING THE ADOPTION OF THE 2020 MORRIS COUNTY, NEW JERSEY HAZARD MITIGATION PLAN UPDATE

There was no Council discussion.

Motion to Approve: Council Member Reilly
Second: Council Member Kelly
Ayes: Andrew, Andrews, Badal, Kelly, Martin, Reilly

#165-2020 RESOLUTION AUTHORIZING THE PURCHASE OF A 2021 FORD INTERCEPTOR SUV POLICE VEHICLE

There was no Council discussion.

Motion to Approve: Council Member Reilly
Second: Council Member Kelly
Ayes: Andrew, Andrews, Badal, Kelly, Martin, Reilly

#166-2020 RESOLUTION AUTHORIZING TRANSFERS BETWEEN CERTAIN BUDGET APPROPRIATIONS IN THE 2020 CURRENT FUND BUDGET PURSUANT TO N.J.S.A. 40A:4-58

[Requires not less than a two-thirds (2/3) vote of the full membership of the governing body]

There was no Council discussion.

Motion to Approve: Council Member Reilly
Second: Council Member Kelly
Ayes: Andrew, Andrews, Badal, Kelly, Martin, Reilly

#167-2020 RESOLUTION ESTABLISHING A HOMETOWN HEROES' BANNER PROGRAM TO HONOR U.S MILITARY VETERANS AND ACTIVE DUTY SERVICE MEMBERS

Council Member Andrews thanked everyone who made donations to purchase the Hometown Heroes' banners and further thanked the Public Works Department for installing the banners along Main Street, Borough attorney Susan Sharp for drafting the program's policy and procedure, and the Borough Clerk, who helped prepare the Hometown Heroes Banner Program application form.

Mayor Serrano Glassner thanked Council Member Andrews for initiating the Hometown Heroes Banner Program and for securing funding for the program through the Marines Care non-profit charitable organization.

There was no Council discussion.

Motion to Approve: Council Member Kelly
Second: Council Member Andrews
Ayes: Andrew, Andrews, Badal, Kelly, Martin, Reilly

ADMINISTRATOR'S REPORT

Ms. Bushman distributed a copy of her Administrator's Report dated November 12, 2020. She mentioned that she is preparing a preliminary 2021 budget, which is being reviewed by the Finance Committee and also confirmed that the Morris County's Open Space Trust Fund Committee has recommended a \$220,000 preservation grant to Mendham Borough for the acquisition of the United Methodist Church property.

COUNCIL COMMITTEE REPORTS

Finance [Standing Committee of the Council]

Council President Badal reported that capital and operating budget requests for the 2021 calendar year have been reviewed and mentioned that the preliminary 2021 budget will come in under the 2% cap. Some capital projects may be postponed until 2022 so that Mendham Borough's remaining debt service may be paid off, making the Borough debt-free.

Board of Health

Council Member Andrew reported that the Board of Health will be meeting on December 2nd and had nothing new to report.

Recreation and Parks [Standing Committee of the Council]

Council Member Andrew reported that Recreation Committee will be meeting on November 19th and had nothing new to report.

Board of Education

Council Member Andrew reported that the Mendham Board of Education will be meeting on November 17th and that the next meeting of the West Morris Regional High School District Board of Education will take place on December 7th.

Public Safety [Standing Committee of the Council]

Council Member Andrews reported that a temporary traffic light has been installed on Ironia Road at West Main Street for the pending the repair of the bridge on Mountainside Road and further reported that the replacement of the Cold Hill Road water main line is expected to be completed in two weeks.

Council Member Andrews announced that police headquarters will once again be a collection point for the Marine Corps Toys for Tots program. New, unwrapped toys can be dropped off before December 10th.

Personnel [Standing Committee of the Council]

Council Member Martin had nothing new to report.

Public Works and Utilities [Standing Committee of the Council]

Council Member Kelly reported that the new asphalt hot box has been delivered to the DPW and further reported that DPW crews will be installing a new fence at the Borough Park playground, which he mentioned has been recently repaired and improved by the public works department.

Land Use [Standing Committee of the Council] and ECOSST Committee

Council Member Reilly reported that the Land Use Committee briefly met tonight and had nothing new to report.

ATTORNEY'S ITEMS

Mr. Semrau had nothing new to report. He advised that attorney Sue Sharpe will be presenting the Municipal Excess Liability Joint Insurance Fund (MEL) webinar on best practices. Elected officials attending the seminar earn a \$250 credit towards the town's MEL premium. Mr. Semrau will provide the Administrator and Borough Clerk with information and details to pass along to the governing body.

MAYOR'S ITEMS

Mayor Serrano Glassner reported that holiday events will be limited this year in Mendham Borough due to COVID-19 restrictions and announced that Borough events will be posted on the Borough’s website and social media accounts.

PUBLIC COMMENT – AUDIENCE PARTICIPATION

Mayor Christine Serrano Glassner opened the public comment portion of the meeting.

Seeing and hearing no one wishing to speak, Mayor Serrano-Glassner closed the public comment portion of the meeting.

APPROVAL OF VOUCHERS

Bills List dated November 12, 2020.

Resolution #057-2020, passed at the March 18, 2020 Special Meeting, provided the Borough Administrator authorization to approve vouchers subject to the availability of funds.

CLOSED SESSION

#168-2020 A RESOLUTION PROVIDING FOR A CLOSED SESSION NOT OPEN TO THE PUBLIC PURSUANT TO THE NEW JERSEY OPEN PUBLIC MEETINGS ACT N.J.S.A. 10:4-12b

The Mayor and Council of the Borough of Mendham will adjourn into closed session to discuss the following subject matter(s) without the presence of the public in accordance with the Open Public Meetings Act exemptions, N.J.S.A. 10:4-12b.

Matter to be discussed: Attorney-Client privilege – Proposed Land Use Board

Following the closed session, no other matters will be discussed or acted upon in public session. The Borough Council will reconvene into public session only for purpose of adjourning the public meeting.

Motion to Approve: Council Member Kelly
Second: Council Member Andrews
Ayes: Andrew, Andrews, Badal, Kelly, Martin, Reilly

The Mayor and Council convened into Executive Session at 8:35 p.m.

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The Mayor and Council reconvened into public session at 8:55 p.m.

ADJOURNMENT

Having no further business to conduct, Mayor Serrano Glassner asked for a motion to adjourn. Council Member Reilly made a motion to adjourn, seconded by Council Member Kelly. Upon a voice vote, the motion was passed unanimously.

Meeting adjourned at 8:55 p.m.

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

Respectfully Submitted:

Robin R. Kline

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