

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

**December 17, 2020  
MINUTES**

**CALL TO ORDER**

Mayor Christine Serrano Glassner called the December 17, 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 Brennan Reilly [via Zoom conferencing]

Council Member Mary Sue Martin was absent

Also present were:

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

**CONSENT AGENDA ITEMS**

The following Consent Agenda items were considered and acted on:

1. **Approval of Minutes:** December 9, 2020 Regular Meeting
2. **Banner Display Application:** Styrofoam Recycling Event, Mendham Borough ECOSST Saturday, January 9, 2021, 9AM to 1PM

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

**ORDINANCES FOR INTRODUCTION**

None.

**ORDINANCES FOR PUBLIC HEARING/ADOPTION**

**#15-2020 AN ORDINANCE ESTABLISHING PAY RANGES FOR APPOINTED OFFICIAL AND EMPLOYEE POSITIONS OF THE BOROUGH OF MENDHAM FOR CALENDAR YEAR 2021**

Mayor Serrano Glassner announced that a legal notice was published indicating that Ordinance #15-2020 was introduced and passed on first reading at the November 23, 2020 meeting and further indicated that the second reading and public hearing would be held on December 17, 2020 at 8:00 p.m. for consideration of final adoption. Copies of this Ordinance were made available to the general public and posted in accordance with the law.

Mayor Serrano Glassner opened the public hearing and invited any interested person the opportunity to be heard on this Ordinance.

Laura Montenegro, 8 Linden Lane, inquired about the qualifications and salary for the Borough Administrator.

Seeing and hearing no one else wishing to be heard, Mayor Serrano Glassner closed the public hearing and asked the Council for a motion.

There was no Council discussion.

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

Ordinance #15-2020 was adopted.

**#16-2020 ORDINANCE OF THE BOROUGH OF MENDHAM, IN THE COUNTY OF MORRIS AND STATE OF NEW JERSEY, MERGING THE BOROUGH PLANNING BOARD AND ZONING BOARD OF ADJUSTMENT TO ESTABLISH A JOINT LAND USE BOARD**

Mayor Serrano Glassner announced that a legal notice was published indicating that Ordinance #16-2020 was introduced and passed on first reading at the November 23, 2020 meeting and further indicated that the second reading and public hearing would be held on December 17, 2020 at 8:00 p.m. for consideration of final adoption. Copies of this Ordinance were made available to the general public and posted in accordance with the law.

Mayor Serrano Glassner reported the governing body had discussed merging the Planning Board and Zoning Board of Adjustment earlier in the year, particularly because the Planning Board had only one business meeting and further reported that the merging of the two boards could be undone if ever needed. She also mentioned all current sitting members of the Planning Board and Zoning Board of Adjustment would have a position on the Joint Land Use Board.

Mr. Semrau confirmed that the attorneys for both boards endorsed merging the boards into a joint Land Use Board.

Mayor Serrano Glassner opened the public hearing and invited any interested person the opportunity to be heard on this Ordinance.

Seeing and hearing no one wishing to be heard, Mayor Serrano Glassner closed the public hearing and asked the Council for a motion.

There was no Council discussion.

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

Ordinance #16-2020 was adopted.

**RESOLUTIONS**

**#183-2020 RESOLUTION AUTHORIZING THE PURCHASE OF A GRACE IN-COMMAND ACCOUNTABILITY SYSTEM FOR THE FIRE DEPARTMENT**

There was no Council discussion.

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

**#184-2020 RESOLUTION AUTHORIZING THE REFUND OF ESCROW BALANCE FOR PROPERTY LOCATED AT 20 HALSTEAD ROAD [BLOCK 705, LOT 13]**

There was no Council discussion.

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

**#185-2020 RESOLUTION AUTHORIZING TRANSFERS BETWEEN CERTAIN BUDGET APPROPRIATIONS IN THE 2020 SEWER UTILITY BUDGET PURSUANT TO N.J.S.A. 40A:4-58**

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

There was no Council discussion.

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

**#186-2020 RESOLUTION REJECTING ALL BIDS FOR INFORMATION TECHNOLOGY SERVICES FOR 2021 AND 2022 AND AUTHORIZING THE USE OF COMPETITIVE CONTRACTING TO PROCURE SUCH SPECIALIZED SERVICES**

There was no Council discussion.

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

**#187-2020 RESOLUTION PROVIDING FOR SALARIES AND HOURLY WAGE RATES TO BE PAID TO BOROUGH APPOINTED OFFICIALS AND EMPLOYEES IN 2021**

There was no Council discussion.

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

**#188-2020 RESOLUTION AUTHORIZING THE CANCELLATION OF CERTAIN BUDGET RESERVE ACCOUNTS NO LONGER NEEDED FOR OPERATIONS OF MENDHAM BOROUGH**

There was no Council discussion.

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

**#189-2020 RESOLUTION AUTHORIZING THE REALLOCATION OF THE FUNDING FOR THE EMPLOYEE HOLIDAY LUNCHEON**

Mayor Serrano Glassner mentioned that because of the COVID-19 pandemic, the annual Holiday luncheon for the Borough's workforce, fire department and first aid squad volunteers has been cancelled. A gift card for lunch will be given in its place.

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

**ADMINISTRATOR'S REPORT**

A copy of the Administrator's Report dated December 17, 2020 was distributed to the Governing Body in advance of the meeting.

**COUNCIL COMMITTEE REPORTS**

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

Council President Badal reported that Finance Committee met with the auditor, CFO and Administrator last week and reviewed unexpended budgets.

**Board of Health**

Council Member Andrew had nothing new to report.

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

Council Member Andrew reported that the residence at 2 Maple Drive won the 3<sup>rd</sup> annual Holiday Decorating Contest.

**Board of Education**

Council Member Andrew had nothing new to report.

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

Council Member Andrews congratulated the Mendham Borough Police Department on the department's re-accreditation and recognized Sgt. McNichol and Sgt. Hostler for their work in completing re-accreditation application (this is the second time).

Police Chief Camoia reported that the New Jersey State Association of Chiefs of Police will make a formal presentation to the Governing Body and police department next April.

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

Council Member Martin was absent.

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

Council Member Kelly reported that the DPW crews were busy with snow plowing operations and reported that the new asphalt hot box is being used for pothole repairs.

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

Council Member Reilly had nothing new to report.

**ATTORNEY'S ITEMS**

Mr. Semrau reported that the Municipal Excess Liability Joint Insurance Fund (MEL) will be sponsoring an online video on best practices. Elected officials taking the webinar earn a \$250 credit towards the town's MEL premium. The online video link will be available until March 2021.

Mr. Semrau also reported that he and the chairs of the Planning Board and Zoning Board of Adjustment and the board's respective attorneys met last month to discuss the merging of the two boards into a joint Land Use Board. He advised that merging the two boards provides continuity in land use planning in the Borough and was endorsed by both board's attorneys. The organization meeting of the new joint Land Use Board would take place in January.

Lastly, Mr. Semrau wished everyone a wonderful holiday season and new year.

**MAYOR'S ITEMS**

Mayor Serrano Glassner reported that Mendham Borough and Mendham Township will be offering COVID-19 drive thru testing to residents on December 21<sup>st</sup> through December 23<sup>rd</sup> at the Daytop parking lot, 80 W. Main Street. Online registration is required. Information will be posted on the Borough website.

Mayor Serrano Glassner thanked Mr. Jay Grant, Mendham Borough business owner of Jay Grant Homes, for adding holiday lighting to his building at the "four corners" in Mendham's historic district and invited everyone to take a ride at night to enjoy the holiday lights at the "four corners" and throughout town.

**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 December 17, 2020.

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

**CLOSED SESSION**

**#190-2020 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: Contract Matter – Public Health Services

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, Reilly

The Mayor and Council convened into Executive Session at 8:42 p.m.

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The Mayor and Council reconvened into public session at 9:45 p.m.

**ADJOURNMENT**

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

Meeting adjourned at 9:45 p.m.

The Reorganization Meeting of the Mendham Borough Mayor and Council is scheduled to be held January 7, 2021 at 7:00 PM, the Garabrant Center, 4 Wilson Street, Mendham and virtually by Zoom webinar.

Respectfully Submitted:

*Robin R. Kline*

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