



**BOROUGH OF MENDHAM
MEETING OF THE MAYOR AND COUNCIL
July 16, 2025, 7:00 PM
AGENDA**

1. CALL TO ORDER

Mayor Kelly called the July 16, 2025, Regular Meeting of the Mayor and Council to order at 7:00 p.m. in the Garabrant Center, 4 Wilson Street, Mendham, New Jersey.

2. MOMENT OF SILENCE AND FLAG SALUTE

Mayor Kelly led a moment of silence, and he proceeded with the Pledge of Allegiance.

3. MAYOR'S OPENING STATEMENT

The Mayor stated that "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 Bowers Building, and was filed in the Office of the Borough Clerk in accordance with the Open Public Meetings Act. Official action will be taken at this meeting."

4. ROLL CALL

Mayor, James Kelly
Council President Neil Sullivan
Council Member Marilyn Althoff
Council Member Matthew Bruin
Council Member Alexandra Henry Traut
Council Member Bruce LaFera
Council Member Will Russo

Also Present:

Joyce Bushman, Borough Administrator
Fred Semrau, Borough Attorney
Lauren McBride, Acting Borough Clerk

5. CONSENT AGENDA ITEMS *(Items considered routine, Council will act on by a single motion and vote unless a member request that an item be removed and considered separately)*

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

A. Minutes

1. June 11, 2025

Motion to Approve: Council Member Henry Traut

Second: Council Member Bruin

Ayes: Sullivan, Bruin, Henry Traut, LaFera

Nays: None

Abstain: Russo, Althoff

2. June 25, 2025

Motion to Approve: Council Member Henry Traut

Second: Council Member Bruin

Ayes: Sullivan, Bruin, Althoff, Henry Traut, LaFera

Nays: None

Abstain: Russo

B. Special Event License

1. West Morris Soccer Club, Travel Soccer Kick off, 8/24/25

2. Harvest Hustle, 10/4/25

3. Mendham Fest, 10/4/25

C. Solicitor License Applications

1. Michael Aquino: Curb Appeal Landscape Solutions : Permit # 25-04

2. Javier Noguera: Trinity Solar : Permit # 25-05

D. Application for Road Closure

1. Block Party, Prospect and New St, 9/13/25

2. Block Party, Garabrant St, 9/13/25

E. Banner Application

1. Mendham Basketball, 8/11/25-8/18/25

Motion to Approve: Council Member Henry Traut

Second: Council Member Bruin

Ayes: Sullivan, Bruin, Althoff, Henry Traut, LaFera, Russo

Nays: None

6. PRESENTATION

Mr. Brian Gibbons of Nisivoccia presented the 2024 audit report, highlighting that the current fund balance has increased by \$690,000 compared to 2023. He noted a very high tax collection rate of 99.03%. The borough has not incurred any new debt and is actively paying down the NJ I Bank loan. Additionally, Mr. Gibbons presented the corrective action plan for 2024.

7. ORDINANCE FOR ADOPTION

#06-2025 ORDINANCE OF THE BOROUGH OF MENDHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, AMENDING CHAPTER 168, SEWERAGE SYSTEM, OF THE BOROUGH CODE, TO MODIFY CERTAIN LANGUAGE REGARDING NEW CONNECTIONS

Public Hearing: Mayor Kelly will open the public hearing; any interested person will be given an opportunity to be heard on this Ordinance. The Mayor will recognize the individual and ask them to clearly state their name and address for the record. **THE SPEAKER DOES NOT NEED TO PROVIDE THEIR ADDRESS IF THEY HAVE BEEN VERIFIED BY THE OFFICE OF INFORMATION PRIVACY AS A COVERED PERSON IN THE BOROUGH UNDER DANIEL'S LAW.**

No one from the public wished to speak.

Motion to Approve: Council Member LaFera

Second: Council Member Sullivan

Ayes: Sullivan, Bruin, Althoff, Henry Traut, LaFera, Russo

Nays: None

8. RESOLUTIONS

#127-2025 RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF MENDHAM AND THE MENDHAM BOROUGH BOARD OF EDUCATION FOR THE SHARING OF A CLASS II SPECIAL LAW ENFORCEMENT OFFICER (SLEO) TO WORK FOR THE MENDHAM BOROUGH SCHOOL DISTRICT FOR THE 2025-2026 SCHOOL YEAR

Motion to Approve: Council Member Althoff
Second: Council Member Henry Traut
Ayes: Sullivan, Bruin, Althoff, Henry Traut, LaFera, Russo
Nays: None

#128-2025 RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF MENDHAM AND THE WEST MORRIS REGIONAL BOARD OF EDUCATION FOR A SCHOOL RESOURCE OFFICER (SRO) FOR THE 2025-2026 SCHOOL YEAR

Motion to Approve: Council Member Russo
Second: Council Member Bruin
Ayes: Sullivan, Bruin, Althoff, Henry Traut, LaFera, Russo
Nays: None

#129-2025 RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF MENDHAM AND THE BOARD OF EDUCATION OF THE WEST MORRIS REGIONAL HIGH SCHOOL DISTRICT TO PROVIDE THE SERVICES OF A SPECIAL LAW ENFORCEMENT OFFICER CLASS II/CLASS III FOR PURPOSES OF SCHOOL SECURITY AT THE WEST MORRIS MENDHAM HIGH SCHOOL FOR THE 2025-2026 SCHOOL YE

Motion to Approve: Council Member Bruin
Second: Council Member Russo
Ayes: Sullivan, Bruin, Althoff, Henry Traut, LaFera, Russo
Nays: None

#130-2025 RESOLUTION CERTIFYING RECEIPT AND REVIEW OF THE ANNUAL AUDIT REPORT FOR THE CALENDAR YEAR 2024

Motion to Approve: Council Member Althoff
Second: Council Member Henry Traut
Ayes: Sullivan, Bruin, Althoff, Henry Traut, LaFera, Russo
Nays: None

#131-2024 RESOLUTION APPROVING THE CORRECTIVE ACTION PLAN FOR THE ANNUAL AUDIT REPORT FOR CALENDAR YEAR 2024 AND THE

**CORRECTIVE ACTION PLAN FOLLOW-UP AND SUMMARY SCHEDULE OF THE
PRIOR YEAR AUDIT FINDINGS**

Motion to Approve: Council Member Althoff
Second: Council Member Russo
Ayes: Sullivan, Bruin, Althoff, Henry Traut, LaFera, Russo
Nays: None

**#132-2025 RESOLUTION OF THE BOROUGH OF MENDHAM, COUNTY OF
MORRIS, STATE OF NEW JERSEY, CREATING AND IMPLEMENTING A
STATE MANDATED WATERSHED ASSESSMENT AND IMPLEMENTATION
PLAN REQUIRED FOR THE BOROUGH'S NJDEP MUNICIPAL STORMWATER
PERMIT (MS4)**

Motion to Approve: Council Member Bruin
Second: Council Member Althoff
Ayes: Sullivan, Bruin, Althoff, Henry Traut, LaFera, Russo
Nays: None

**#133-2025 RESOLUTION AUTHORIZING ACCEPTANCE OF A C.1775 ROCKING CHAIR
FROM THE US VICE PRESIDENT AARON BURR ESTATE FROM THE ZEDALIS FAMILY TO
THE BOROUGH OF MENDHAM**

Motion to Approve: Council Member Henry Traut
Second: Council Member Althoff
Ayes: Sullivan, Bruin, Althoff, Henry Traut, LaFera, Russo
Nays: None

**#134-2025 RESOLUTION OF THE BOROUGH OF MENDHAM, COUNTY OF MORRIS,
AND STATE OF NEW JERSEY, AUTHORIZING EXECUTION OF AN AFFORDABLE
HOUSING SETTLEMENT AGREEMENT WITH 80-88 WEST MAIN, LLC FOR THE
PROPERTY LOCATED AT BLOCK 1801, LOT 5 IN THE BOROUGH**

Motion to Approve with amendment to add " The Mayor has the authority to sign
off on any non substantial changes." : Council Member Althoff
Second: Council Member Sullivan
Ayes: Sullivan, Bruin, Althoff, Henry Traut, LaFera, Russo
Nays: None

9. ADMINISTRATOR OPERATIONS REPORT

Administrator Bushman reported that the Highlands approved an \$18,000 grant for the assessment needed to access the Highlands. On Thursday, volunteers are needed to help remove overgrown invasive plants at India Brook. She also noted that the QPA bid threshold has been increased to \$53,000, and the quote threshold is now \$7,950.

10. COUNCIL REPORTS

Recreation and Parks/School Boards Liaison – Chair Matthew Bruin –

Council member Bruin reported that the summer camp is running smoothly. He expressed gratitude to the Pastime Club for allowing campers to use the bowling alley. The concert series continues to be very successful. Saponi Italia will be bringing their pizza oven this Sunday at 6:30 p.m. He also announced that Pat Serrano will serve as the grand marshal for the Labor Day Parade, which is celebrating Mendham's working people. The next recreation meeting is scheduled for July 17th.

Public Safety- Chair Marilyn Althoff

Council member Althoff reported that portable signs have been placed on Mountain Avenue to address speeding concerns. Additionally, a message board on Hilltop Road is warning drivers about the no left turn restriction.

Regarding personnel updates, interviews for the SLEO III position are scheduled to begin on July 17, with appointments expected to be made at the August Council meeting. They also anticipate appointing substitute crossing guards during the same August meeting.

Public Works & Utilities-Chair Bruce LaFera

The Chair reported that the Department of Public Works (DPW) completed the milling and paving of Cold Hill Road and Lowery Lane. Additionally, for the Water Reclamation Facility (WRF), Dukes completed manhole inspections.

Land Use - Chair Alexandra Henry Traut

Council member Henry Traut reported that ECCOST canceled its July meeting due to a lack of quorum. The HPC is scheduled to meet on July 21st at the Garabrant Center, and the Joint Land Use Committee convened last night. She also noted that the Affordable Housing Forum was very successful, drawing around 80 residents. Senator Bucco was thanked for his participation.

Finance Committee- Neil Sullivan

Council President Sullivan met with intern Kyle Vongas to review the updated fixed asset report.

Personnel Committee/ Volunteer Projects Liaison- Will Russo

Council member Russo had no new updates. He praised everyone involved in organizing the successful affordable housing meeting and commended the Police Department for the significant progress made with all the new hires over the past six months.

11. MAYOR'S ITEMS

The Mayor praised Council Member Henry Traut for her hard work and the success of the Affordable Housing Forum.

12. PUBLIC COMMENTS

Megan Lohuis of 4 Orchard Street inquired about how often the Fire and EMS alarm siren sounds throughout the town. Council member Althoff stated she would contact the Fire Chief and First Aid Captain and follow up with the resident.

13. APPROVAL OF VOUCHERS

Bills List dated July 16, 2025

Motion to Approve: Council Member Bruin

Second: Council Member LaFera

Ayes: Sullivan, Bruin, Althoff, Henry Traut, LaFera, Russo
Nays: None

14. ADJOURNMENT

The next meeting of the Mendham Borough Mayor and Council will take place on August 13, 2025, 7:00 PM, at the Garabrant Center, 4 Wilson St Mendham, NJ 07945