

**BOROUGH OF MENDHAM
MEETING OF THE MAYOR AND COUNCIL
March 23, 2022, 7:00PM
MINUTES**

CALL TO ORDER

Mayor Christine Serrano Glassner called the March 23, 2022, Regular Meeting of the Mayor and Council to order at 7:00 p.m. in the Garabrant Center, 4 Wilson Street, Mendham, New Jersey.

FLAG SALUTE AND MOMENT OF SILENCE

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

Council Member Andrews recognized Leo Baylor who passed away on March 23, 2022. Leo was the head of the Tin Can Sailors and World War II Veteran.

MAYORS 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. Official action will be taken at this meeting.

ROLL CALL

The following officials were present:

Mayor Christine Serrano Glassner
Council President Steven Andrew
Council Member John Andrews
Council Member Brad Badal (Absent)
Council Member James Kelly
Council Member Brennan Reilly
Council Member Neil Sullivan

Also present were:

Sue Sharpe, Esq., Borough Attorney
Joyce Bushman, Borough Administrator
Carolynn Budd, Deputy Borough Clerk

CONSENT AGENDA ITEMS

- 1. Approval of Minutes:** March 9, 2022, Regular Meeting & Executive Session
- 2. Raffle Applications:** St. Joseph's Catholic Church
On Site Merchandise Raffle
May 15, 2022
Time: 5:00pm – 8:00pm

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

RESOLUTIONS

#066-2022 RESOLUTION PROVIDING FOR EMERGENCY TEMPORARY APPROPRIATIONS FOR THE CURRENT BUDGET (Resolution requires affirmative vote of not less than 2/3 of all Council Members)

There was no Council discussion.

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

#067-2022 RESOLUTION PROVIDING FOR EMERGENCY TEMPORARY APPROPRIATIONS FOR THE SEWER UTILITY BUDGET (Resolution requires affirmative vote of not less than 2/3 of all Council Members)

There was no Council discussion.

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

#068-2022 RESOLUTION APPOINTING ADMINISTRATOR JOYCE BUSHMAN AS TEMPORARY CHIEF FINANCIAL OFFICER EFFECTIVE APRIL 1, 2022

Ms. Sharpe provided a brief background advising Mayor and Council that the position of CFO is a statutory position and while searching for a CFO an option is to appoint a Temporary CFO. Ms. Bushman will be advised by the Phoenix Consulting Group, Resolution #075-2022 awards their service.

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

#069-2022 RESOLUTION APPOINTING DEPUTY CLERK CAROLYNN BUDD AS THE BOROUGH'S MUNICIPAL HOUSING LIAISON

Mayor Serrano Glassner advised this is a requirement per COAH and Affordable Housing and must be done due to a retirement.

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

#070-2022 RESOLUTION DESIGNATING DEPUTY CLERK CAROLYNN BUDD AS PUBLIC AGENCY COMPLIANCE OFFICER FOR 2022

Mayor Serrano Glassner advised this is a required and must be done due to a retirement.

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

#071-2022 RESOLUTION AMENDING RESOLUTION #166-2021 TO CORRECT THE SALARY FOR THE POSITION OF DPW SUPERINTENDENT

There was no Council discussion.

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

#072-2022 RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION BY THE BOROUGH OF MENDHAM TO THE MORRIS COUNTY HISTORIC PRESERVATION TRUST FUND FOR A 2022 GRANT FOR EXTERIOR RESTORATION OF THE PHOENIX HOUSE OWNED BY THE BOROUGH OF MENDHAM

There was no Council discussion.

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

#073-2022 RESOLUTION AUTHORIZING A ONE-YEAR EXTENSION OF A ONE-YEAR CONTRACT WITH PEGNET COMPUTERS FOR INFORMATION TECHNOLOGY SERVICES

Ms. Bushman advised this is the second year of the Competitive Contract. Ms. Sharpe explained the process of Competitive Contracting and advised pricing is the same as the first year of the contract and pricing for a third year, if extended, would be the same.

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

#074-2022 RESOLUTION AUTHORIZING A CONTRACT WITH MUNICIPAL SOFTWARE, INC. FOR THE PURCHASE OF NEW FINANCE, TAX AND SEWER SOFTWARE PROGRAMS AND DATA CONVERSION SERVICES FOR CURRENT PROGRAM FILES

Mayor Serrano Glassner explained this is software to consolidate multiple systems.

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

#075-2022 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO JON RHEINHARDT OF PHOENIX CONSULTING GROUP FOR THE

PROVISION OF INTERIM FINANCE DEPARTMENT ACCOUNTING, OPERATIONS SERVICES AND FINANCIAL SYSTEMS CONVERSION SERVICES

Mayor Serrano Glassner explained that Phoenix Consulting Group will be advising Ms. Bushman with day to day tasks as well as assisting with the conversion to Municipal Software, Inc.

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

ADMINISTRATOR'S REPORT

A copy of the Administrator's Report dated March 23, 2022, was distributed to the Governing Body. Ms. Bushman advised that the Borough's has received a portion of the grant money from the American Recovery Act.

COUNCIL COMMITTEE REPORTS

Public Safety [Standing Committee of the Council]

Council Member Sullivan reported that the Police Department received a grant for body cameras and the Axon in car cameras should be delivered and installed this May.

Recreation and Parks [Standing Committee of the Council]

Council Member Reilly had nothing to report. Mayor Serrano Glassner asked Mr. Bruce DiBisceglie, Recreation Director for an update. Mr. DiBisceglie advised he is working on the details for the Food Truck Festival.

Finance Committee [Standing Committee of the Council]

Council Member Kelly reported that the Finance Committee met and reviewed the budget. There will be another meeting on Wednesday, March 30, 2022 to finalize the budget.

Personnel [Standing Committee of the Council]

Council Member Andrews had nothing to report.

Joint Lane Use Board [Standing Committee of the Council]

Council President Andrew had nothing to report.

Public Works and Utilities [Standing Committee of the Council]

In Council Member Badal's absence Mayor Serrano Glassner asked Jeff Cooper, Superintendent of Public Works for an update. Mr. Cooper reported that after a meeting with NJ American Water Florie Farm Road, Bowers Road and Hoffman Road will have the water main replaced and paved.

Mr. Brian Valliere, Acting Superintendent of Water Reclamation reported the Skada PC, and software have been updated. Mr. Valliere reported he passed the S2 State Exam and 2 WRF employees will be taking the exam in the coming months.

ATTORNEY'S ITEMS

Ms. Sharpe provided an update on the County Construction Board Appeal, zoning violation for a property in the Borough.

MAYOR'S ITEMS

Mayor Serrano Glassner reported that NJ MVC will have a mobile unit at the Bowers Building parking lot on Thursday, March 31, 2022 between 10:00am – 2:00pm. The flyer and information was posted on the Borough's website and sent out via email.

PUBLIC COMMENT – AUDIENCE PARTICIPATION

Mayor Serrano Glassner asked for a motion to open public comment.

Motion to Open: Council Member Andrews
Second: Council President Andrew
Ayes: Kelly, Reilly, Sullivan

Seeing and hearing no one wishing to be heard, Mayor Serrano Glasser closed the public comment.

APPROVAL OF VOUCHERS

Bills List dated March 23, 2022. The Bills List had been posted on the website for full disclosure to the public.

Motion for Approval: Council President Andrew
Second: Council Member Sullivan
Ayes: Andrews, Kelly, Reilly

ADJOURNMENT

Having no further business to conduct, Mayor Serrano Glassner adjourned the meeting.

Meeting adjourned at 7:32 p.m.

Respectfully Submitted:

Carolynn Budd
Carolynn Budd, RMC, CMR
Deputy Borough Clerk
Borough of Mendham