



**BOROUGH OF MENDHAM
MEETING OF THE MAYOR AND COUNCIL
October 22, 2025, 7:00 PM
MINUTES**

1. CALL TO ORDER

Mayor Kelly called the October 8, 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 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.

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

5. PRESENTATION

Mayor Kelly presented a Recognition of Service Award to John Vitale in honor of his more than 20 years of dedicated service on the Board of Education.

6. ORDINANCES FOR INTRODUCTION

#12-2025 ORDINANCE OF THE BOROUGH OF MENDHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, AMENDING CHAPTER 206 OF THE BOROUGH CODE TO AMEND PARKING RESTRICTIONS ON DESIGNATED PORTIONS OF EAST MAIN AND WEST MAIN STREETS

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

#13-2025 ORDINANCE OF THE BOROUGH OF MENDHAM, COUNTY OF MORRIS, AND STATE OF NEW JERSEY, AMENDING SECTION 206-58, SCHEDULE XVI: SPEED LIMITS, OF THE BOROUGH CODE TO LOWER THE SPEED LIMIT ON MOUNTAIN AVENUE

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

7. RESOLUTION

#155-2025 RESOLUTION AUTHORIZING THE ADOPTION OF THE 2025 MORRIS COUNTY, NEW JERSEY HAZARD MITIGATION PLAN UPDATE

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

#156-2025 RESOLUTION AUTHORIZING THE RELEASE AND REFUND OF SPECIAL ENGINEERING ESCROW BALANCE FOR BLK 801, LOT 11

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

#157-2025 RESOLUTION OF THE MAYOR AND BOROUGH COUNCIL OF THE BOROUGH OF MENDHAM, COUNTY OF MORRIS, AND STATE OF NEW JERSEY, AUTHORIZING A SIX-MONTH EXTENSION OF THE BOROUGH’S EMPLOYMENT AGREEMENT WITH BOROUGH PUBLIC SAFETY DIRECTOR WILLIAM F. CRAIG, JR.

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

#158-2025 RESOLUTION OF THE BOROUGH OF MENDHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, TO PETITION THE HIGHLANDS COUNCIL FOR PLAN CONFORMANCE IN THE PLANNING AREA

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

#159-2025 RESOLUTION OF THE BOROUGH OF MENDHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, AUTHORIZING AN AMENDMENT TO THE 2015 HISTORIC PRESERVATION EASEMENT WITH THE MORRIS COUNTY BOARD OF COMMISSIONERS IN CONNECTION WITH THE PHOENIX HOUSE RENOVATION PROJECT

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

Mayor Kelly requested a motion to initiate the search process for the next Chief of Police. The process will include posting the position internally within the department and engaging an outside firm to conduct the vetting, which will involve an essay and a written test. The timeline for completion is 90 days.

Council Member Althoff made the motion, which was seconded by Council Member Bruin. The motion passed unanimously.

7. ADMINISTRATOR OPERATIONS REPORT

Administrator Bushman announced that S'mores Night will be held at Botti Field on Friday evening.

She also noted that a Revolutionary War Walking Tour is scheduled for Saturday, November 1st at Hilltop Cemetery.

Additionally, Administrator Bushman reported that the State Health Benefits Plan has increased by 36.5%. As a cost-saving measure, the Borough is on the agenda for acceptance into the North Jersey Health Insurance Fund (NJHIF), a nonprofit consortium of municipalities offering more affordable health benefits as an alternative to the State's plan.

8. COUNCIL REPORTS

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

The Chair announced that S'mores Night will be held at Botti Field on Friday evening from 6:00 PM to 7:00 PM, hosted by the Botti Field Committee. Holly Trail is scheduled for December 6th from 11:00 AM to 3:30 PM and will feature photos with Santa; participants must register for a time slot in advance. The Mendham School Board was honored with the New Jersey School Boards Association's School Leaders Award. In preparation for the 250th anniversary of the United States, a Revolutionary War Walking Tour will take place on November 1st at Hilltop Cemetery.

Public Works and Utilities- Chair Bruce LaFera

The Chair reported that the benches at Mountain Valley Pond have been repaired, and the benches at the tennis courts have been replaced. Additionally, the Department of Public Works will host a Fall Food Drive at 37 Ironia Road this Saturday from 9:00 AM to 12:00 PM.

Public Safety Committee- Chair Marilyn Althoff

The Chair provided several updates related to public safety and community outreach. The message board is currently positioned at Cold Hill Road and East Main Street, displaying details about the upcoming e-bike safety presentation scheduled for 6:30 PM on October 29, 2025, at West Morris Mendham High School. Permanent speed signs have been installed at Dean Road and Talmage Road, while portable signs have been placed on Mountain Avenue and Prentice Lane to address speeding concerns. In response to citizen complaints, a resident of Linden Lane

requested that overgrowth be cleared to improve visibility when exiting the road; Mendham DPW met with County officials to assess sign placement. Another resident from Tempe Wick Road requested trimming of overgrowth on the bend near Ogden Road to improve line of sight and suggested No Parking signage to prevent vehicles from parking on the bend. He was advised to contact the County regarding signage. Additionally, the Morris County Department of Transportation contacted the Police Department about concerns regarding the number of vehicles able to pass through the traffic light in the center of town. A flashing pedestrian sign for 12 Hilltop Road has been ordered, with installation to be coordinated through Public Works upon delivery. Lastly, the Borough is collaborating with Mendham Township to present an e-bike safety program, also scheduled for October 29, 2025, at West Morris Mendham High School.

Land Use - Chair Alexandra Henry Traut

The Chair reported that the Department of Public Works, in coordination with the Superintendent, worked diligently on the planning of the planting of native trees. A total of 140 trees, representing a variety of native species, will be planted as part of the initiative, which also involved the removal of a significant amount of invasive vegetation. Additionally, the Joint Land Use Board (JLUB) subcommittee convened last week to review the considerations from the JLUB report.

Finance Committee- Neil Sullivan

The chair stated that the Borough tax collection rate is 99%.

Personnel Committee/ Volunteer Projects Liaison- Will Russo

Nothing to report

9. ATTORNEY'S REPORT

Borough Attorney Fred Semrau stated that the JIF Best Practices Inventory Checklist must be completed by December 1st. Completion of the checklist ensures the Borough qualifies for a lower insurance deductible an estimated savings of approximately \$30,000.

10. BEST PRACTICES

Administrator Bushman reported that the Borough's Best Practices checklist was submitted to the State. To qualify for state aid, a minimum score of 32 points is required. The Borough received a score of 41, exceeding the threshold.

11. MAYOR'S ITEMS

Mayor Kelly expressed his satisfaction with the Borough's progress toward joining the Joint Insurance Fund, especially in light of rising health insurance costs. He noted that the State Health Benefits Plan has increased by 36.5%.

Mayor Kelly also expressed his appreciation to Pete for completing the bench repairs. He reminded everyone that the annual Fall Food Drive will take place this Saturday, noting that many families in the community rely on the support of the local food bank.

12. PUBLIC COMMENTS

This is an opportunity for the public to comment on any matter or concern. To ensure that every citizen has an opportunity to speak, the Mayor will recognize the individual and ask them to 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.** Speakers are asked to limit their comments to four minutes. Please note that Public Comments do not follow a question-and-answer format; however, a member of the Governing Body may offer a brief response when it is helpful to do so.

No one from the public wished to speak.

13. APPROVAL OF VOUCHERS

Bills List dated October 22, 2025

Motion to Approve: Council Member Sullivan

Second: Council Member Henry Traut

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

Nays: None

14. EXECUTIVE SESSION at 7:50 PM

**#160-2025 A RESOLUTION PROVIDING FOR AN EXECUTIVE (CLOSED) SESSION
NOT OPEN TO THE PUBLIC PURSUANT TO THE NEW JERSEY OPEN PUBLIC
MEETINGS ACT N.J.S.A. 10:4-12b #8**

Motion to Approve: Council Member Bruin

Second: Council Member LaFera

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

Nays: None

15. ADJOURNMENT

Council Member Henry Traut made a motion to return to regular session at 8:45 PM. The motion was seconded by Council Member Russo and passed unanimously.

Subsequently, Council Member Henry Traut moved to adjourn the meeting. Council Member Bruin seconded the motion, and it was approved by all present AT 8:46 PM.

The next meeting of the Mendham Borough Mayor and Council will take place on November 5, 2025, 7:00 PM, at the Garabrant Center, 4 Wilson St Mendham, NJ 07945