



**BOROUGH OF MENDHAM
MEETING OF THE MAYOR AND COUNCIL
August 13, 2025, 7:00 PM
AGENDA**

1. CALL TO ORDER

Mayor Kelly called the August 13, 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

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. Special Event Permit

- 1. Sisters of Christian Charity, 9/20/25**

B. Raffle License

- 1. On Premises 50/50 Raffle, 9/20/25**

Motion to Approve: Council Member Bruin

Second: Council Member LaFera

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

Nays: None

6. ORDINANCE FOR INTRODUCTION

#07-2025 ORDINANCE OF THE BOROUGH OF MENDHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, AMENDING SECTION 168-36, GREASE, OIL AND SAND INTERCEPTORS, OF THE BOROUGH CODE, TO MODIFY CERTAIN GREASE TRAPS REQUIREMENTS

Motion to Approve: Council Member Russo

Second: Council Member Althoff

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

Nays: None

#08-2025AN ORDINANCE OF THE BOROUGH OF MENDHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, REPEALING AND REPLACING CHAPTER 215, ARTICLE XVIII "AFFORDABLE HOUSING OVERLAY-AHO ZONE" SECTIONS 215-64 THRU 215-70 AND ESTABLISHING NEW ZONING AND LAND USE STANDARDS TO CREATE A REALISTIC OPPORTUNITY FOR THE CONSTRUCTION OF AFFORDABLE HOUSING AT BLOCK 18.01, LOT 5 IN THE BOROUGH

Motion to Approve: Council Member Henry Traut

Second: Council Member LaFera

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

Nays: None

**#09-2025 ORDINANCE AMENDING THE CAPITAL APPROPRIATION ORDINANCE 03-2025
ADOPTED MAY 12, 2025, OF THE BOROUGH OF MENDHAM, IN THE COUNTY OF
MORRIS, STATE OF NEW JERSEY**

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

**#10-2025 AN ORDINANCE OF THE BOROUGH OF MENDHAM, COUNTY OF
MORRIS, STATE OF NEW JERSEY, ESTABLISHING A NEW CHAPTER 104, ENTITLED
“FILMING”, IN THE BOROUGH CODE TO REGULATE COMMERCIAL FILMING IN THE
BOROUGH**

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

7. RESOLUTIONS

**#135-2025 RESOLUTION APPOINTING EDWARD GARCIA AS A SPECIAL LAW
ENFORCEMENT OFFICER CLASS III (SLEO) WITH THE BOROUGH OF MENDHAM POLICE
DEPARTMENT**

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

**#136-2025 RESOLUTION AUTHORIZING THE HIRING OF DOUGLAS ACKERMAN AND JILL
JAYCOX AS PUBLIC SAFETY CROSSING GUARDS IN THE MENDHAM BOROUGH POLICE
DEPARTMENT**

Motion to Approve: Council Member Bruin
Second: Council Member Althoff
Ayes: Sullivan, Bruin, Althoff, Henry Traut, LaFera, Russo

Nays: None

#137-2025 A RESOLUTION AUTHORIZING ACCEPTANCE OF DONATIONS OF PAINTING SUPPLIES AND LABOR IN CONNECTION WITH BOTTI PAVILLION, AND APPROXIMATELY \$200 IN GIFT CARDS FOR FAMILY FUN NIGHT, FROM JACELYN AND JACK BOTTI

Motion to Approve: Council Member Althoff

Second: Council Member

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

Nays: None

#138-2025 RESOLUTION TO RENEW COVERAGE WITH STANDARD INSURANCE COMPANY TO PROVIDE SHORT- AND LONG-TERM DISABILITY COVERAGE FOR BOROUGH EMPLOYEES EFFECTIVE JANUARY 1, 2025-JANUARY 1, 2027

Motion to Approve: Council Member Henry Traut

Second: Council Member LaFera

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

Nays: None

#139-2025 RESOLUTION AUTHORIZING AWARD OF A CONTRACT WITH NATIONAL WATER MAIN CLEANING FOR CLEANING AND INSPECTION OF THE SANITARY COLLECTION SYSTEM BASIN #1

Motion to Approve: Council Member Bruin

Second: Council Member Althoff

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

Nays: None

#140-2025 RESOLUTION OF THE BOROUGH OF MENDHAM AUTHORIZING THE SETTLEMENT OF TAX APPEAL AT BLOCK 601 LOT 3

Motion to Approve: Council Member Althoff

Second: Council Member Sullivan

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

Nays: None

#141-2025 RESOLUTION OF THE BOROUGH OF MENDHAM AUTHORIZING THE SETTLEMENT OF TAX APPEAL AT BLOCK 2601 LOT 2.11

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

#142-2025 RESOLUTION OF THE BOROUGH OF MENDHAM AUTHORIZING THE SETTLEMENT OF TAX APPEAL AT BLOCK 2201 LOT 10.03

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

#143-2025 RESOLUTION AUTHORIZING THE HIRING OF CARL FISCHER AS A DEPARTMENT OF PUBLIC WORKS PART-TIME SEASONAL LABORER/DRIVER/OPERATOR

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

#144-2025 RESOLUTION AUTHORIZING THE REFUND OF FIREARMS PERMIT FEE TO DAVID SOLIMINE

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

**#145-2025 RESOLUTION AMENDING RESOLUTION 104-2025 RESOLUTION
AUTHORIZING PROCUREMENT CARDS FROM ELAN FINANCIAL SERVICES THROUGH
PEAPACK GLADSTONE BANK SCHEDULE A**

Motion to Approve: Council Member Henry Traut

Second: Council Member Bruin

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

Nays: None

8. ADMINISTRATOR OPERATIONS REPORT

Administrator Bushman reported that they are currently in the process of hiring a new tax collector. She thanked Acting Captain McNichol for the success of the Deer Management Grant. Additionally, she expressed her gratitude to Recreation Director Aubrey Egeret for organizing a highly successful Summer Camp.

9. COUNCIL REPORTS

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

Council Member Bruin reported that the summer camp and summer concert series were both successful and expressed his gratitude to Aubrey for her hard work. He also thanked Saponi for serving over 100 pizzas during the concert series. The community enjoyed a wonderful time at the drive-in movie and Family Day at Botti Field. The Labor Day Parade Grand Marshal will be Pat Serrano. Additionally, the first day of school is scheduled for August 25, 2025.

Public Safety- Chair Marilyn Althoff

Council Member Althoff reported that the message board on Gunther Street indicates roadwork is expected to begin on August 26, 2025. Portable signs have been placed on Mountain Avenue to address speeding concerns. Recent hires are progressing well with field training. All crossing guards are scheduled to complete their mandatory training by August 14th.

Public Works & Utilities-Chair Bruce LaFera

The Chair reported that the Department of Public Works (DPW) has received quotes for seal coating the parking lots. They are in the process of hiring a part-time employee. The Gunther Street repaving project is scheduled to begin on August 26. Additionally, the new HVAC system at the Police Department is now fully operational.

Land Use - Chair Alexandra Henry Traut

Council Member Henry Traut reported that the Historic Preservation Commission (HPC) met last Monday, July 21st, and reviewed two applications. HPC is scheduled to meet again on Monday, August 18th, at 7:30 p.m. at the Garabrant Center. The Joint Land Use Board (JLUB) will meet on August 22nd at 7:30 p.m., also at the Garabrant Center.

The ECCOST met on Monday, August 4th, where they heard a proposal for an Eagle Scout Project titled "The Bench Effect." Additionally, the Trout Unlimited project has completed the removal of invasive species and plans to begin planting native species this fall.

Finance Committee- Neil Sullivan

Council President Sullivan reported that the Construction Department received a remote deposit machine to process payments.

Personnel Committee/ Volunteer Projects Liaison- Will Russo

Council member Russo had no new updates.

10. MAYOR'S ITEMS

The Mayor reported that the potential sale of the Tranquility Park property could provide funding for Open Space initiatives. He also shared that the Phoenix House received a generous donation of a rocking chair from the Aaron Burr Estate.

11. 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.

12. APPROVAL OF VOUCHERS

Bills List dated AUGUST 12, 2025

Motion to Approve: Council Member Althoff

Second: Council Member Russo

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

Nays: None

13. ADJOURNMENT

Meeting Adjourned at 7:56 PM.

The next meeting of the Mendham Borough Mayor and Council will take place on September 10, 2025, 7:00 PM, at the Garabrant Center, 4 Wilson St Mendham, NJ 07945