



The Borough of Mendham

Meeting of the Mayor and Council

July 22, 2024

7:00 PM

MINUTES

1. **CALL TO ORDER**

Mayor Serrano Glassner called the July 22, 2024, 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. **FLAG SALUTE AND MOMENT OF SILENCE**

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

3. **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**

The following officials were present:

Mayor Christine Serrano Glassner

Council President James Kelly

Council Member Marilyn Althoff

Council Member Steve Andrew

Council Member Matthew Bruin

Council Member Will Russo

Council Member Neil Sullivan

Also present were:

Fred Semrau, Esq., Dorsey & Semrau, LLC

Joyce Bushman, Borough Administrator

Lauren McBride, Acting Borough Clerk

5. **CONSENT AGENDA ITEMS**

1. **Approval of Minutes:** a. June 24, 2024
2. **Banner Applications:** Mendham Patriots Basketball, 9/3/2024-9/14/2024
3. **Blue Light Permit Application:** John Gogerty
4. **Raffle License:** UHMLA, Roxiticus Golf Club, 11/1/2024
 1. Casino Night
 2. On premise 50/50 raffle

3. On premise merchandise raffle
5. **Special Event Application:** Turn The Town Teal, A National Awareness Campaign for Ovarian Cancer

Road Closing Permit: New St and Prospect St, Saturday, 9/14/24 12:00 pm- 11:00 pm
(Rain date, 9/15/24)

Motion to Approve: Council Member Kelly
Second: Council Member Althoff
Ayes: Kelly, Althoff, Andrew, Bruin, Russo, Sullivan
(*Council member Andrew, Bruin, and Russo Recused from Minutes*)
Nays: None
Abstain: None

6. PRESENTATION

a. Eagle Scout Project, Peter Rooney, Reflection Benches.

Peter Rooney Presented his "Reflection Benches" project to build 3 to 5 benches to place along the trails of India Brook for residential use. Mayor and Council recommended Mr. Rooney coordinate with DPW Superintendent, Pete Hafemeister.

Mayor Serrano Glassner asked for a motion to approve the project. Council member Russo made a motion to approve, the motion was seconded by Council member Sullivan, all were in favor.

b. Mr. Bud Jones and Mr. Brian Gibbons will present the 2023 Annual Audit.

Mr. Bud Jones and Mr. Brian Gibbons presented the 2023 Annual Audit. Mr. Budd Jones highlighted that the Borough's net debt is significantly under the debt limit. The Tax Collection Percentage has continually increased from 2020-2022 to a rate of 99.6% and a rate of 99.2% in 2023. Recommendations for the Borough to work on segregation of duties, and for purchase orders to be created prior to purchase of goods.

7. ORDINANCES FOR INTRODUCTION

#11-2024 AN ORDINANCE AMENDING CHAPTER 38 OF THE CODE OF THE BOROUGH OF MENDHAM, ENTITLED "POLICE DEPARTMENT"

The public hearing is scheduled for August 7, 2024.

Motion to Approve: Council Member Althoff
Second: Council Member Kelly
Ayes: Kelly, Althoff, Bruin, Russo, Sullivan

Nays: Andrew

8. RESOLUTIONS

#114-2024 RESOLUTION AUTHORIZING THE USE OF COMPETITIVE CONTRACTING TO PROCURE INFORMATION TECHNOLOGY MANAGEMENT AND COMPUTER CONSULTING SERVICES FOR COMPUTERS, PROGRAMS AND PERIPHERAL EQUIPMENT USED THROUGHOUT THE BOROUGH

Motion to Approve: Council Member Kelly
Second: Council Member Russo
Ayes: Kelly, Althoff, Andrew, Bruin, Russo, Sullivan
Nays: None

#115-2024 RESOLUTION AUTHORIZING THE GENERAL CAPITAL FUND PURCHASE AS AUTHORIZED BY ORDINANCE #06-2024 OF A 2024 FORD SUPER DUTY F-550 TRUCK CHASSIS THROUGH THE ESCNJ COOPERATIVE PURCHASING PROGRAM

Motion to Approve: Council Member Althoff
Second: Council Member Bruin
Ayes: Kelly, Althoff, Andrew, Bruin, Russo, Sullivan
Nays: None

#116-2024 RESOLUTION AUTHORIZING THE GENERAL CAPITAL FUND PURCHASE AS AUTHORIZED BY ORDINANCE #06-2024 OF A 2024 FORD SUPER DUTY F-550 TRUCK CHASSIS DUMP TRUCK BODY, PLOW AND RELATED EQUIPMENT THROUGH THE ESCNJ COOPERATIVE PURCHASING PROGRAM

Motion to Approve: Council Member Althoff
Second: Council Member Russo
Ayes: Kelly, Althoff, Andrew, Bruin, Russo, Sullivan
Nays: None

#117-2024 RESOLUTION CERTIFYING RECEIPT AND REVIEW OF THE ANNUAL AUDIT REPORT FOR THE CALENDAR YEAR 2023

Motion to Approve: Council Member Kelly
Second: Council Member Althoff
Ayes: Kelly, Althoff, Andrew, Bruin, Russo, Sullivan
Nays: None

#118-2024 RESOLUTION APPROVING THE CORRECTIVE ACTION PLAN FOR THE ANNUAL AUDIT REPORT FOR 2023

Motion to Approve: Council Member Andrew
Second: Council Member Althoff

Ayes: Kelly, Althoff, Andrew, Bruin, Russo, Sullivan
Nays: None

#119-2024 RESOLUTION APPROVING THE APPOINTMENT OF JASON RA AS A PROBATIONARY MEMBER OF THE MENDHAM BOROUGH FIRE DEPARTMENT

Motion to Approve: Council Member Andrew
Second: Council Member Althoff
Ayes: Kelly, Althoff, Andrew, Bruin, Russo, Sullivan
Nays: None

#120-2024 RESOLUTION AUTHORIZING APPLICATION TO THE 2024 MORRIS COUNTY TRAIL GRANT PROGRAM FOR THE BOROUGH PARK AND ARBORETUM LOOP TRAIL

Motion to Approve: Council Member Andrew
Second: Council Member Russo
Ayes: Kelly, Althoff, Andrew, Bruin, Russo, Sullivan
Nays: None

9. ADMINISTRATOR OPERATIONS REPORT

Administrator Bushman reported that there was an update with the Borough's Finance software. MSI now automatically posts Tax and Sewer journal entries.

10. COUNCIL STANDING COMMITTEE REPORTS

Public Works and Utilities– Chair Steve Andrew

The chair reported: The DPW is busy working on filling potholes, cut down a tree at United Methodist Church.

Land Use - Chair Neil Sullivan

JLUB: Black Horse Pub application is complete, and the Board will meet to discuss the V-Fee application on 8/20/2024.

Personnel/Volunteer Projects Liaison - Chair Will Russo

Nothing to report.

Finance - Chair Jim Kelly

The chair reported the committee is working on grant applications.

Recreation and Parks/School Boards Liaison – Matthew Bruin

The chair reported: He met with the recreation committee and discussed Mendham Fest scheduled for 10/5/2024. He encouraged residents to visit the parks. Current activities include "Yoga in the Park" and the Summer Concert Series.

Public Safety/Board of Health Liaison - Chair Marilyn Althoff

The chair reported: She received a complaint that a distracted driver hit a pedestrian. Camoia reached out to the County to meet with the Public Safety Committee. Member Althoff wished Congratulations to Chief Camoia on his retirement!

11. BOROUGH ATTORNEY REPORT

Borough Attorney Semrau congratulated Chief John Camoia on his retirement.

12. PUBLIC COMMENTS -AUDIENCE PARTICIPATION

Mayor Serrano Glassner opened the public session.

Bob Ritger of 14 Gunther St asked Eagle Scout, Peter Rooney What is the height of the prototype bench? He also asked the Mayor and Council, who do you appoint to choose the IT Contract for the Borough? Administrator Bushman explained the Borough follows a fair and open bidding process.

13. APPROVAL OF VOUCHERS

Bills List Dated July 20, 2024

Motion to Approve:	Council Member Althoff
Second:	Council Member Russo
Ayes:	Kelly, Althoff, Andrew, Bruin, Russo, Sullivan
Nays:	None
Abstain:	None

Mayor Serrano Glassner presented a Recognition of Service Award to Chief John Camoia. The mayor read the proclamation and thanked the Chief for his 31 years of service to the Borough of Mendham. The mayor stated a retirement reception will follow the meeting.

14. ADJOURNMENT

Having no further business to conduct, Mayor Serrano Glassner asked for a motion to adjourn the meeting.

Motion to Adjourn: Council Member Althoff

Second:	Council Member Andrew
Ayes:	Kelly, Althoff, Andrew, Bruin, Russo, Sullivan
Nays:	None

Meeting adjourned at 8:15 pm

Respectfully Submitted:

Lauren McBride
Acting Borough Clerk
The Borough of Mendham