

**BOROUGH OF MENDHAM  
REORGANIZATION MEETING OF THE MAYOR AND COUNCIL  
JANUARY 6, 2023, 7:00PM  
MENDHAM FIREHOUSE  
MEETING MINUTES**

**CALL TO ORDER**

Mayor Serrano Glassner called the January 6, 2023, Reorganization Meeting of the Mayor and Council to order at 7:00 p.m. in the Fire House, 24 E. Main 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.

**OPEN PUBLIC MEETINGS ACT STATEMENT**

Mayor Serrano Glassner read the statement regarding the Open Public Meetings Act.

**INVOCATION**

Father Mike Drury performed the Invocation.

**STATEMENT OF DETERMINATION OF THE MORRIS COUNTY BOARD OF CANVASSERS**

Mayor Serrano Glassner read the statement regarding the November 8, 2022, General Election results.

**ADMINISTRATION OF THE OATHS OF OFFICE – ELECTED OFFICIALS**

Senator Anthony Bucco performed the Oath of Office for Mayor Christine Serrano Glassner

Assemblywomen Aura Dunn performed the Oath of Office for Council Member James Kelly and Council Member Neil Sullivan.

**ROLL CALL**

Mayor Christine Serrano Glassner  
Council President Andrew  
Council Member Andrews  
Council Member Badal - Absent  
Council Member Kelly  
Council Member Reilly - Absent  
Council Member Sullivan

**MAYOR'S WELCOME**

Mayor Serrano Glassner read her welcome statement and recognized guests and elected officials.

## **MAYORAL APPOINTMENTS**

Mayor Serrano Glassner made the following appointments:

- **Appointments to the Environmental, Open Space & Shade Tree Committee (ECOSST)**

Name	Position	Term Expires
Vacant	Shade Tree	
Tim Foerster	Shade Tree	12/31/2024
Lawrence Morris	Shade Tree	12/31/2024
Vacant	Shade Tree Alternate I	
Ted Metzler	Environmental Commission	12/31/2023
Marian Mundy	Environmental Commission	12/31/2023
Eric Arena	Environmental Commission	12/31/2024
Thomas Wells	Environmental Commission	12/31/2024
Dave Tracy	Environmental Commission – Alternate I	12/31/2025
Vacant	Joint Land Use Board Member	

- **Appointments to the Historic Preservation Commission**

Name	Position	Term Expires
Dan Encin	Class A	12/31/2025
Tony Maresca	Class B	12/31/2024
Scott Van Arsdale	Class C	12/31/2026
Addie Shafran	Class C	12/31/2024
Nancy Rodrigues	Class C	12/31/2025
Mark Tosso	Alternate Member	12/31/2023
Ryan Mullany	Alternate Member	12/31/2023

- **Appointments to the Joint Land Use Board**

Name	Position	Term Expires
Christine Serrano Glassner	Class I	Concurrent with office
Joyce Bushman	Class II	12/31/2023
Steve Andrew	Class III	12/31/2023
Richard Smith	Class IV	12/31/2024
David Sprandel	Class IV	12/31/2023
Joseph D'Urso	Class IV	12/31/2023
Robert Ritger	Class IV	12/31/2023
John Egerter	Class IV	12/31/2025
Marrie Rose Garbacz	Class IV	12/31/2023
Jim Molnar	Alternate I	12/31/2024
Keith Kay	Alternate II	12/31/2024
James Barker	Alternate III	12/31/2023
Richard Pace	Alternate IV	12/31/2024

- **Appointments to the Hometown Heroes Banner Committee for Calendar Year 2023**

Name	Position	Term Expires
James Cillo	Member	12/31/2023
James Laughlin	Member	12/31/2023
Patricia Serrano	Member	12/31/2023
Herb Korte	Member	12/31/2023
John W. Andrews	Member - Elected official	12/31/2023

- **Appointments to the Morris County Community Development Revenue Sharing Advisory Committee (CDRS Committee)**

Name	Position	Term Expires
Joe D’Urso	Representative	12/31/2023
Beatrice Mastracchio	Representative	12/31/2023

- **Appointment to Mayor’s Ad Hoc Local Economic Development Committee**

Name	Position	Term Expires
Jay Grant	Regular Member	12/31/2023

- **Appointment to Local Historian**

Name	Position	Term Expires
John Rollins	Regular Member	12/31/2023

- **Appointment of Fire Chief for the Mendham Borough Fire Department for Calendar Year 2023**

(Chapter 20, §20-2 of the Code of Mendham Borough; 1-year appointment)

Michael Orgera

- **Appointment of Emergency Management Office Co-Coordinator for the Borough of Mendham**

(N.J.S.A. Appendix A: 9-33 et seq. and Directive 22 Issued by the State Office of Emergency Management)

Continuing 3-year appointment from January 2021. Term of office ends 12/31/2023

Mayor Christine Serrano Glassner

Anthony Maresca

- **Appointment of Deputy Municipal Emergency Management Coordinators for the Borough of Mendham for Calendar Year 2023**

(N.J.S.A. Appendix A: 9-33 et seq. and Directive 22 Issued by the State Office of Emergency Management)

John Camoia, Mendham Borough Police Chief  
 Jeff Cooper, Mendham Borough Department of Public Works Superintendent  
 Cliff Straub, Mendham First Aid Squad Captain  
 Michael Orgera, Mendham Fire Department Chief

- **Appointment of Officials to the Municipal Emergency Management Council for the Borough of Mendham for Calendar Year 2023**

(N.J.S.A. Appendix A: 9-41, as amended)  
 Mendham Borough OEM Coordinator - Chair Mendham Borough Mayor  
 Borough Administrator  
 Department of Public Works Superintendent  
 Mendham Borough Police Chief  
 Mendham Borough Fire Chief  
 Mendham Borough First Aid Captain  
 Bernard’s Township Health Department Representative  
 West Morris Regional High School District Representative  
 Mendham Borough Board of Education Representative

**APPOINTMENTS REQUIRING COUNCIL MOTION**

- **Appointment of Council Standing Committees for Calendar Year 2023**

**Finance Committee**

James Kelly, Chair                      Brad Badal                      John Andrews

**Public Safety Committee/Board of Health Liaison**

Neil Sullivan, Chair                      John Andrews                      Brennan Reilly

**Recreation Committee/School Boards Liaison**

Brennan Reilly, Chair                      Neil Sullivan                      Steve Andrew

**Personnel Committee/Volunteer Projects Liaison**

John Andrews, Chair                      Steve Andrew                      James Kelly

**Public Works & Utilities**

Brad Badal, Chair                      James Kelly                      Brennan Reilly

**Land Use Committee**

Steve Andrew, Chair                      Brad Badal                      Neil Sullivan

- **Appointments to the Board of Health**

Name	Position	Term Expires
Laura Gill	Regular Member	12/31/2025
Laura Montenegro	Regular Member	12/31/2025

John Nosta	Regular Member	12/31/2023
Dr. Marilyn Althoff	Regular Member	12/31/2025
Ted Rostiac	Regular Member	12/31/2025
Melissa Young	Alternate Member	12/31/2024
Ed Brooks	Alternate Member	12/31/2025

- **Appointments to the Recreation Committee**

Name	Position	Term Expires
Stephanie Fourie	Regular Member	12/31/2024
Rob D’Urso	Regular Member	12/31/2025
Ned Panfile	Regular Member	12/31/2023
Kevin Lanahan	Regular Member	12/31/2025
Dianne Ackerman	Regular Member	12/31/2025
Russ Fritz	Alternate Member	12/31/2023
Vacant	Alternate Member	

- **Council Appointment of Class III Member to the Joint Land Use Board**

Steven Andrews      Class III – Council Member      12/31/2023

- **Appointment of Captain of the Mendham Borough First Aid Squad for Calendar Year 2023**

(In accordance with §22-3 of the Code of Mendham Borough)

Cliff Straub

- **Appointment of Fire Official/Fire Marshal for the Borough of Mendham for Calendar Year 2023**

(In accordance with §106-5 of the Code of Mendham Borough)

John Zaragoza

Mayor Serrano Glassner asked for a motion to approve the appointments.

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

**ADMINISTRATION OF THE OATHS OF OFFICE (NEWLY APPOINTED/RE-APPOINTED OFFICIALS)**

Mayor Serrano Glassner performed the Oath of Office for Cliff Straub, Captain for the Mendham First Aid Squad.

Mayor Serrano Glassner performed the Oath of Office for Michael Orgera, Captain for the Mendham Borough Fire Department.

**CONSENT AGENDA ITEMS**

**Approval of Minutes:** December 14, 2022 Regular Meeting

Mayor Serrano Glassner asked for a motion to approve the appointments.

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

**RESOLUTIONS – ADMINISTRATIVE** *(Council will take action by a single motion and vote unless a member requests that an item be removed and considered separately)*

- #001-2023 RESOLUTION ADOPTING THE BY-LAWS OF THE BOROUGH COUNCIL FOR CALENDAR YEAR 2023**
- #002-2023 RESOLUTION DESIGNATING MUNICIPAL HOLIDAYS FOR CALENDAR YEAR 2023**
- #003-2023 ANNUAL SCHEDULE OF BOROUGH COUNCIL MEETINGS FOR CALENDAR YEAR 2023**
- #004-2023 RESOLUTION AUTHORIZING DESIGNATION OF NEWSPAPERS FOR CALENDAR YEAR 2023**
- #005-2023 RESOLUTION AFFIRMING THE POLICY OF THE BOROUGH OF MENDHAM TO TREAT THE PUBLIC, EMPLOYEES, PROSPECTIVE EMPLOYEES, APPOINTEES, VOLUNTEERS AND CONTRACTORS IN A MANNER CONSISTENT WITH ALL APPLICABLE CIVIL RIGHTS LAWS AND REGULATIONS FOR CALENDAR YEAR 2023**

Mayor Serrano Glassner asked for a motion to approve.

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

**RESOLUTIONS – FISCAL MANAGEMENT** *(Council will take action by a single motion and vote unless a member requests that an item be removed and considered separately)*

- #006-2023 RESOLUTION AUTHORIZING INTEREST RATE AND PENALTIES ON DELINQUENT PROPERTY TAX PAYMENTS AND DELINQUENT SEWER UTILITY PAYMENTS FOR CALENDAR YEAR 2023**
- #007-2023 RESOLUTION AUTHORIZING THE TAX COLLECTOR TO HOLD A TAX LIEN SALE IN CALENDAR YEAR 2023**
- #008-2023 RESOLUTION CANCELING OVERPAYMENT OR UNDERPAYMENT OF TAXES, SEWER FEES AND OTHER CHARGES AND FEES IN THE AMOUNT OF \$10.00 OR LESS FOR CALENDAR YEAR 2023**
- #009-2023 RESOLUTION ADOPTING A CASH MANAGEMENT PLAN FOR CALENDAR YEAR 2023**

- #010-2023 RESOLUTION DESIGNATING MUNICIPAL DEPOSITORIES FOR PUBLIC MONIES AND OTHER FUNDS COLLECTED FOR CALENDAR YEAR 2023
- #011-2023 RESOLUTION AUTHORIZING CHECK AND VOUCHER SIGNATURES FOR CALENDAR YEAR 2023
- #012-2023 RESOLUTION ADOPTING THE FEE AND RATE SCHEDULE FOR CALENDAR YEAR 2023
- #013-2023 RESOLUTION AUTHORIZING THE RESCINDING OF THE PETTY CASH FUND
- #014-2023 RESOLUTION AUTHORIZING A CHANGE IN CUSTODIAN OF THE BOROUGH'S PETTY CASH FUND
- #015-2023 RESOLUTION TO ESTABLISH A PETTY CASH FUND AND CHANGE FUNDS FOR CALENDAR YEAR 2023
- #016-2023 TEMPORARY GENERAL OPERATING BUDGET FOR CALENDAR YEAR 2023
- #017-2023 TEMPORARY UTILITY OPERATING BUDGET FOR CALENDAR YEAR 2023

Mayor Serrano Glassner asked for a motion to approve.

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

**RESOLUTIONS – OFFICIAL APPOINTMENTS** *(Council will take action by a single motion and vote unless a member requests that an item be removed and considered separately)*

- #018-2023 RESOLUTION APPOINTING CERTAIN OFFICIALS AND EMPLOYEES FOR CALENDAR YEAR 2023
- #019-2023 RESOLUTION APPOINTING BRIAN VALLIERE AS ACTING SUPERINTENDENT OF THE WATER RECLAMATION DEPARTMENT FOR CALENDAR YEAR 2023
- #020-2023 RESOLUTION APPOINTING JOYCE BUSHMAN AS COMMISSIONER AND ERICK MESIAS AS ALTERNATE COMMISSIONER TO THE MORRIS COUNTY JOINT INSURANCE FUND FOR CALENDAR YEAR 2023
- #021-2023 RESOLUTION DESIGNATING CAROLYNN BUDD AS THE PUBLIC AGENCY COMPLIANCE OFFICER FOR CALENDAR YEAR 2023
- #022-2023 RESOLUTION APPOINTING CAROLYNN BUDD AS CERTIFIED RECYCLING PROFESSIONAL AND A SUSTAINABLE RESOURCE MANAGEMENT PROFESSIONAL FOR CALENDAR YEAR 2023
- #023-2023 RESOLUTION APPOINTING JOYCE BUSHMAN AND CAROLYNN BUDD AS QUALIFIED PURCHASING AGENTS FOR CALENDAR YEAR 2023

Mayor Serrano Glassner asked for a motion to approve.

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

**RESOLUTIONS – PROFESSIONAL SERVICE AGREEMENTS** *(Council will take action by a single motion and vote unless a member requests that an item be removed and considered separately)*

**#024-2023 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO DORSEY AND SEMRAU LLC FOR MUNICIPAL ATTORNEY SERVICES**

**#025-2023 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO NISIVOCCIA LLC FOR MUNICIPAL AUDITING SERVICES**

**#026-2023 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO FERRIERO ENGINEERING, INC. FOR MUNICIPAL ENGINEERING SERVICES**

**#027-2023 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO JAMES R. WANCHO, P.E. OF PAULUS, SOKOLOWSKI AND SARTOR, LLC IN CONNECTION WITH THE BOROUGH OF MENDHAM WATER RECLAMATION FACILITY**

**#028-2023 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO CLEARY, GIACOBBE, ALFIERI, JACOBS LLC FOR MUNICIPAL LABOR ATTORNEY SERVICES**

**#029-2023 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO HAWKINS, DELAFIELD AND WOOD, LLC FOR MUNICIPAL BOND COUNSEL SERVICES**

**#030-2023 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO SKYLANDS RISK MANAGEMENT, INC. FOR MUNICIPAL RISK MANAGEMENT SERVICES**

**#031-2023 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO J. CALDWELL & ASSOCIATES, LLC FOR MUNICIPAL PLANNER SERVICES**

**#032-2023 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO STORMWATER COMPLIANCE SOLUTIONS, LLC FOR NJDEP STORMWATER PERMITTING COMPLIANCE CONSULTING SERVICES**

**#033-2023 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT**



**WITHOUT COMPETITIVE BIDDING TO MOREHOUSE ENGINEERING, INC. FOR GENERAL SUPPORT OF THE SCADA SYSTEM AT THE WATER RECLAMATION FACILITY**

**#034-2023 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO PAULUS, SOKOLOWSKI & SARTOR, LLC FOR INTERIM S-3 LICENSED WASTEWATER OPERATOR AND C-2 LICENSED COLLECTIONS SYSTEMS OPERATOR SERVICES AT THE BOROUGH'S WATER RECLAMATION FACILITY**

Mayor Serrano Glassner asked for a motion to approve.

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

**RESOLUTIONS REQUIRING SEPARATE ACTION**

**#035-2023 RESOLUTION CONFIRMING THE APPOINTMENT OF ROBERT ROSENDALE AS FULL-TIME CONSTRUCTION OFFICIAL/PLANS EXAMINER/BUILDING SUB-CODE OFFICIAL & INSPECTOR/ZONING OFFICIAL AND CODE ENFORCEMENT OFFICER FOR THE BOROUGH OF MENDHAM EFFECTIVE FEBRUARY 7, 2023**

Mayor Serrano Glassner asked for a motion to approve.

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

**NOMINATION AND ELECTION OF COUNCIL PRESIDENT FOR CALENDAR YEAR 2023 – MOVED TO THE JANUARY 18, 2023, COUNCIL MEETING**

*(Nomination and Election to be made by Council motion)*

Brennan Reilly

**MAYOR'S MESSAGE**

Mayor Serrano Glasser gave her message and thanked all for their support.

**PUBLIC COMMENTS**

Mayor Serrano Glassner opened public comment.

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

**ADJOURNMENT**

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

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

Meeting adjourned at 7:37p.m.

The next regular meeting of the Mendham Borough Mayor and Council will convene on January 18, 2023, at 7:00 PM in the Garabrant Center, 4 Wilson Street, Mendham.

Respectfully Submitted:

*Carolynn Budd*

Carolynn Budd, RMC, CMR  
Borough Clerk  
Borough of Mendham