

Township of Randolph
Municipal Building
Randolph, NJ
October 5, 2023

A. OPENING OF REGULAR MEETING

1. Call to Order

A regular meeting of the Randolph Township Council was called to order at 6:00 p.m. by Mayor Nisivoccia. This meeting held pursuant to the New Jersey Open Public Meeting Act. Adequate notice of the meeting has been provided by posting written notice of the time, date, location and to the extent known, the agenda of the meeting in Randolph Township. This notice was posted on the bulletin board in Town Hall, it was filed with the Township Clerk, and it was provided to those persons or entities requesting notification. Notice was also provided to the Randolph Reporter and the Morris County Daily Record on December 15, 2022, by emailing them the annual resolution adopted by the Council on December 8, 2022. The annual resolution, which included this meeting date, was advertised in the Randolph Reporter and the Daily Record on December 22, 2022. Notice was also provided to TapInto Randolph, the official Township online digital publication, on December 21, 2022.

2. Roll Call

PRESENT: Councilmember Elbaum – via Phone
Councilman Forstenhausler
Councilmember Hathaway
Councilmember Potter
Councilwoman Veech
Deputy Mayor Carey
Mayor Nisivoccia

Also Present: Township Manager Greg Poff and Attorney Ed Buzak of the Surenian Edwards, Buzak & Nolan Law Group.

3. Pledge of Allegiance

Mayor Nisivoccia led the Pledge of Allegiance.

B. PRESENTATION/PROCLAMTION

1. Presentation of the Randolph Township Environmental Guidebook by the Advisory Environmental & Landmark Committee

Kelly Meola of the Environmental Landmark Advisory Committee presented the Randolph Township Environmental Guidebook (RTEG) to the Township Council. Ms. Meola explained that the guidebook is a living document, subject to annual review, that contains information about contributors to climate change and environmental degradation, and details projects and strategies that can be implemented locally to create positive and measurable change.

She shared that the guidebook was designed to be utilized at different scales, from municipal leadership to volunteer groups. The RTEG is overseen by the Environmental and Landmark Committee and was developed in consultation with Pinto Consulting, LLC; the project was funded by a grant awarded by the NJ Highlands Council. She explained that the comprehensive resource contains detailed recommendations for 49 projects across 11 action categories: Air Quality, Climate, Community Engagement, Energy, Food, Housing and Economic Development, Natural Resources Management, Open Space, Transportation, Waste Management, and Water.

She reviewed the goals of the RTEG, summarized the recommendations and project plans within the document, presented opportunities for volunteerism, education, and community engagement, and discussed the next steps for the Environmental Landmark Advisory Committee.

Councilwoman Veech suggested that the Environmental Landmark Committee connect with the library to determine if they could hold public presentations on the RTEG and its many projects. She asked Ms. Meola about the public's reaction to the booklet. Ms. Meola responded that the reaction had been positive. Councilwoman Veech suggested that the committee share this information with school green clubs. Ms. Meola informed her that the committee had invited various organizations and school green teams to a past meeting, during which presentations were shared. Councilwoman Veech suggested connecting with the County College of Morris (CCM). Ms. Meola confirmed that the committee would be communicating with CCM to discuss potential projects that the college could help support.

Councilmember Hathaway asked Ms. Meola about the reasoning behind choosing the handful of recommended projects to share for this presentation. Ms. Meola explained that the shared projects were just examples to demonstrate the range of scale for the many projects.

Councilmember Hathaway asked for clarification on whether Randolph Township was the first to have an Environmental Guidebook. Ms. Meola explained that Pinto Consulting had made the statement. She shared that throughout the committee's research, they found that similar guidebooks were developed in parts of Canada, but they could not find any in New Jersey. Councilwoman Veech suggested that Pinto Consulting may have used a template.

Councilmember Hathaway referred to the metrics mentioned by Ms. Meola during her presentation. He asked if any thought had been given to the ownership of the data and the method for tracking metrics. Ms. Meola stated that the committee has set targets and will be responsible for updating project plans; they will be providing annual updates to the Township

Council. She stated that the larger projects could be tracked, but it would be harder to track the smaller household projects. Mayor Nisivoccia suggested encouraging families to report their completed projects back to the committee.

The Township Council commended the committee for their work and the guidebook's completion.

Councilmember Potter asked Manager Poff what action was needed to formalize the guidebook. Manager Poff informed her that a resolution would be prepared for the next council meeting. The resolution would be placed on the agenda for council consideration. He explained that the council's approval would become an important component piece for accessing grant funds.

Councilmember Forstenhausler asked if the entire grant award was spent on the guidebook's development. Manager Poff informed him that the initial proposal cost for the project was presented to the NJ Highland Council for grant funding.

Mayor Nisivoccia asked Manager Poff to include the RTEG on the upcoming Board of Education Liaison meeting agenda.

C. OPEN TO THE PUBLIC

Benul Makhija of 3 Schooner Court shared that he was a Boy Scout from Troop 50 working on a citizen-community project to earn his merit badge. The council encouraged Benul to share information about the RTEG with his troop and examine the guidebook to see if any projects may be of interest to them.

Seeing and hearing no one further, the public session was closed.

D. MANAGER'S REPORT

Manager Poff reported the following:

Morris County Multi-Hazard Mitigation Plan - Citizen Survey - The Morris County Office of Emergency Management is currently in the process of updating the 2020 Multi-Jurisdictional Multi-Hazard Mitigation Plan and is seeking public input to better understand the hazard-related concerns of Morris County residents.

Public participation and feedback are critical components of the hazard mitigation planning process; therefore, the Office of Emergency Management has released a brief survey to provide an opportunity for the public to share their input. The survey is estimated to take less than 10 minutes to complete and can be accessed on the township's website. Responses must be submitted by October 13, 2023.

Randolph Township Health Department has Adult and Child Flu Vaccination Clinics scheduled, with no registration required:

- September 19, 2:00 – 4:00 pm, Randolph Municipal Building
- October 3, 9:00 – 11:00 am, Randolph Community Center
- October 6, 13, 20 & 27, 2:00 – 4:00 pm, Randolph Municipal Building
- October 24, 4:00 – 6:00 pm, Randolph Municipal Building

Fee: \$20 / No charge for children with NJ Family Care or uninsured children and adults. The flu vaccine is available to residents aged 6 months and older. A high-dose flu vaccine is available. For more information, call the Public Health Nurses at 973-537-7118.

2023 Leaf Collection Information - Randolph's annual Leaf Collection season will begin October 21st. All residents will have two designated weeks to have leaves at curbside for pickup. Leaves can be placed curbside no more than seven days prior to the pick-up week. Residents should check the township website or the township's Quarterly Newsletters to learn about designated pick-up weeks and additional information.

Employment Practices Risk Control Program - 95% of MEL members have adopted the MEL's model employment practices risk control program and are eligible for lower deductibles. These programs must be updated every two years to remain eligible. Every two years, the MEL distributes a model personnel policies and procedures manual, employee handbook, as well as model resolutions and ordinances. The Township Council will be asked to consider at its next meeting the revision to the personnel practices updated to reflect suggestions from the members, statutory changes, and court decisions.

Municipal Best Practices Inventory - Pursuant to law, the Division of Local Government Services ("Division") has promulgated an updated Best Practices Inventory to all municipalities, through which the State obtains vital information about the status of municipal government practices in New Jersey. The 2023 Inventory assesses each municipality's compliance with various laws and evaluates the implementation of fiscal and operational best practices. All municipalities, including those on a State Fiscal Year or Transition Year budget cycle, must submit their completed Inventory to the Division by the close of business on Friday, November 3, 2023. The Township Council will be presented with the completed best practices inventory at its next meeting.

E. APPROVAL OF MEETING MINUTES

1. Authorizing the Approval of Regular Council Meeting Minutes for September 7, 2023 and September 21, 2023

Councilmember Potter made a motion to approve the Regular Meeting Minutes for September 7, 2023 and September 21, 2023. Councilman Forstenhausler seconded the motion and the following roll call vote was taken:

AYES: Councilmember Elbaum – Abstained to the September 21, 2023 minutes
Councilman Forstenhausler
Councilmember Hathaway
Councilmember Potter
Councilwoman Veech
Deputy Mayor Carey
Mayor Nisivoccia

NAYS: None

F. COMBINED ACTION RESOLUTIONS

Item #6, R-204-23, Awarding a Contract for 2023 Leaf Loading, Hauling, and Proper Recycling from October 5, 2023 - January 31, 2024 to Britton Industries Inc. - not to exceed \$190,000 – Councilwoman Veech asked how much was spent on this contract last year. Manager Poff explained that last year’s contract was for \$216,600. He explained that the township received a low bid at a reduction of \$2.53 per cubic yard. He stated that the program is well used and shared that in the past the Department of Public Works (DPW) had collected more leaves than they were able to dispose of through the contract, which resulted in crews having to haul leaves to the Morris County Transfer Station for disposal. He stated that it was a competitive bid and that the reduction within the contract still allowed room while reducing the pressure on the DPW.

1. R-199-23 Redeeming and Refunding Tax Sale Certificate #2022-006 for Block 42, Lot 122.06, 6 Arrowgate Drive to FIG 20, LLC FBO SEC TPY - \$6,511.42
2. R-200-23 Refunding (\$3,077.04) and Canceling (\$4,355.20) Property Taxes for Block 115, Lot 31.13, 14 Edinburgh Dr. due to Exempt Veteran Status of owner - to CoreLogic - \$ 7,432.24
3. R-201-23 Releasing Cash Road Opening Bonds for Various Properties and Purposes
4. R-202-23 Refund a Portion of Ice Hockey Fee Due to Registrant's Request to Charles Said - \$250.00
5. R-203-23 Authorizing the Award to Mark Anthony Chevrolet and Rejection of Various Bidders of MCCPC Contract #15-F - Cab/Chassis with Dump Bodies, 2024 Models
6. R-204-23 Awarding a Contract for 2023 Leaf Loading, Hauling, and Proper Recycling from October 5, 2023 - January 31, 2024 to Britton Industries Inc. - not to exceed \$190,000

CERTIFICATION OF AVAILABILITY OF FUNDS

Dated: October 5, 2023

As required by N.J.S.A. 40A:4-57, N.J.A.C. 5:30-5.3-5.5, and any other applicable requirement, I, Deborah Bonanno, Director of Finance for the Township of Randolph, have ascertained that funds will be available to award a contract to Britton Industries for providing Leaf Loading, Hauling and Proper Recycling as detailed in the contractor's response provided to the township's public bid solicitation.

Deborah Bonanno
Chief Financial Officer

Budget Accounts: 01-201-26-300-302 2023 (not to exceed \$190,000)

7. R-205-23 Authorizing the Award of a Professional Services Agreement to Professional Insurance Associates for Professional Risk Management Consulting Services - At a Rate Equal to Five (5%) of the Township's Annual Assessment
8. Raffle License: On-Premise Merchandise, South Street Theatre Co, Inc. at The Meadow Wood, 461 NJ-10, Randolph on November 17, 2023, from 6:00 p.m. – 11:00 p.m.

Councilman Forstenhausler made a motion to approve the Combined Action Resolutions. Councilwoman Veech seconded the motion, and the following roll call vote was taken:

AYES: Councilmember Elbaum
Councilman Forstenhausler
Councilmember Hathaway
Councilmember Potter
Councilwoman Veech
Deputy Mayor Carey
Mayor Nisivoccia

NAYS: None

G. UPCOMING EVENTS

1. Randolph Country Fair at Veterans Park, 100 Calais Road, Randolph, Sunday, October 8, 2023
2. Elite Toma Breakathon at 1572 Sussex Tpke, Randolph on Saturday, October 14, 2023, starting at 11:00 a.m.
3. Ironia Fire Department Pancake Breakfast, 331 Dover Chester Road, on Sunday, October 15, 2023 from 7:30 a.m. - 11:30 a.m.

4. COUNCIL ONLY - Randolph Fire Department 2nd Annual Live Fire Burn Session at the Morris County Fire Academy on West Hanover Ave, Parsippany at the Training Grounds Back Side of the Building on Saturday, October 21, 2023, at 9:00 a.m.
5. Randolph Athletic Hall of Fame Induction Ceremony at the Randolph HS Commons on Saturday, October 21, 2023, at 5:00 p.m.
6. Randolph Halloween Food Truck Or Treat Festival to Benefit the Randolph Rescue Squad, at the Morris County College, 214 Center Grove Rd., Lot 1 on Saturday, October 28, 2023, from 11:00 a.m. - 6:00 p.m.
7. COUNCIL ONLY - Shongum School Veterans Day Program at 9 Arrow Place, Randolph, on Friday, November 3, 2023, at 10:00 a.m.
8. RIA Diwali Party, Aashirwad Palace, 169 South Salem Street, Randolph, on Sunday, November 5, 2023, at 5:30 p.m.
9. Veterans Day Ceremony at VFW Post 7333, 103 Carrell Road, Randolph, on Saturday, November 11, 2023, at 11:00 a.m.
10. COUNCIL ONLY - 66th Annual Randolph Fire Department Inspection Dinner, Saturday, November 11, 2023, Inspection at 4:30 p.m., Co. #4 Ironia Fire House, 331 Dover Chester Rd., Randolph; Cocktail hour at 6:00 p.m. and Dinner at 7:00 p.m. at Meadow Wood Manor, 461 Rte. 10 Randolph, NJ
11. COUNCIL ONLY - New Jersey League of Municipalities 108th Annual Conference, November 14, 2023 to November 16, 2023, Atlantic City Convention Center

H. OPEN TO THE PUBLIC

Seeing and hearing none, the public session was closed.

I. COUNCIL COMMENTS

Councilmember Elbaum had nothing to report for this meeting.

Councilmember Potter reported that the Environmental Landmark Advisory Committee met on Tuesday, September 26. During the meeting, Pinto Consulting gave an overview of the Randolph Township Environmental Guidebook. She thanked the committee for their efforts, and Township Manager Poff for applying for and attaining the NJ Highlands Grant. She encouraged residents to pick projects from the guidebook and attend Environmental Landmark Committee meetings to officially get started on items.

Councilmember Hathaway reported that the Traffic Advisory Committee met on Tuesday, October 3. The committee considered the traffic element of the Circulation Plan. He shared that the committee has been working to provide recommendations on problem road areas and

intersections that should be considered for the plan. The committee hopes to have a final list of recommendations to share with the Planning Board. He commended the committee for their work and solution-oriented approach.

Councilman Forstenhausler reported that he attended a Municipal Alliance Committee meeting on Tuesday, September 26. He shared that Officer Matt Rispoli was the committee's new Police Liaison. He noted that Morris County installed a raised concrete triangle at the corner of Quaker Church Road and Millbrook Avenue. He concluded his report by commending the Township Public Health Nurses for doing a great job with the flu clinics and for giving out flu shots to firefighters during the Fire Department meeting.

Councilwoman Veech reported that she completed the Morris County Multi-Hazard Mitigation Plan Citizen Survey. In her survey response she noted a few intersections, flooding areas, road ways within the township. She met with representatives of the Brundage Park Playhouse Board and reported that the board planned to invite the Township Council to attend a showing of Citizen Kane in January.

She spoke with Morris County Commissioner Stephen Shaw to discuss the new buildings being constructed at the County College of Morris campus and the additional 1,000 students that would be attending as a result. She suggested that it would be a great time for Morris County to work with the New Jersey Department of Transportation and the Township Council to examine the intersections near the campus.

She asked Manager Poff about the analytics of the new township website. She shared that a few residents have asked that the Recycling Center be open seven days a week; she asked what it would take to allow the center to open on Monday and Tuesday. Councilman Forstenhausler suggested that a cost would be associated. She concluded her report by sharing that the Skate Park Subcommittee met to put together a proposal for their thoughts on the skate park.

Deputy Mayor Carey thanked Clerk Luciani for assisting the library with the gazebo installment. She commended Clerk Luciani for enforcing the contract when the original installment of the gazebo was done incorrectly. She stated that the gazebo was being built to the correct dimensions.

Mayor Nisivoccia reported that the Economic Development Committee (EDC) would be presenting the Annual Business Awards at the 2023 Country Fair. He shared that the EDC's Randolph Rewards Coupon Book would be distributed at the Country Fair. He stated that the committee was continuing its work on a digital social media campaign to celebrate Veterans Day.

He spoke to representatives of VFW Post #7333 last week. The VFW is seeking to bring Wreaths Across America to Randolph. The goal of the fundraiser is to lay wreaths on the 400-500 graves in the township on National Wreaths Across America Day, December 16, 2023. The

VFW is working to obtain the permission of cemetery operators. The wreaths would cost \$17 each.

He shared that the Liberty Tree Committee met to discuss the Liberty Tree rings. He attended the ground breaking event for the new Morris County Vocational School District building on the County College of Morris campus, the Ironia Firehouse Wet Down event, and the Randolph Chamber of Commerce Business After-Hours event at Brightview Senior Living.

Councilman Forstenhausler commented that the Ironia Firehouse Wet Down event was well attended and organized. Deputy Mayor Carey added that the Pediatric Dental Associates Mission Gratitude event was well run.

J. EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231 P.L. 1975 (N.J.S.A. 10:4-12) permits the exclusion of the public from a meeting under certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Township of Randolph, in the County of Morris, and in the State of New Jersey as follows:

1. The public shall be excluded from the remaining portion of this meeting.
2. The general nature of the subject matter to be discussed is as follows:
 - A. Attorney- Client Privilege: Mine Hill - Jackson Brook Interceptor
 - B. Attorney-Client Privilege – Communication
3. As nearly as can now be ascertained, the matter or matters to be discussed at this time will be disclosed to the public at such time and under such circumstances as are prescribed by law.
4. At the conclusion of the Executive Session, the Council may or may not reconvene in public session for the purpose of taking formal action on matters discussed in closed session or on any matter as permitted by law.

Councilman Forstenhausler made a motion to move into Executive Session at 6:50 p.m. Deputy Mayor Carey seconded the motion and the following roll call vote was taken:

AYES: Councilmember Elbaum
 Councilman Forstenhausler
 Councilmember Hathaway

Councilmember Potter
Councilwoman Veech
Deputy Mayor Carey
Mayor Nisivoccia
NAYS: None

Deputy Mayor Carey made a motion to close the Executive Session at 7:40 p.m. Councilman Forstenhausler seconded the motion and the following roll call vote was taken:

AYES: Councilmember Elbaum
Councilman Forstenhausler
Councilmember Hathaway
Councilmember Potter
Councilwoman Veech
Deputy Mayor Carey
Mayor Nisivoccia
NAYS: None

K. ADJOURNMENT

Councilmember Hathaway made a motion to adjourn the meeting at 7:40 p.m. Deputy Mayor Carey seconded the motion and following roll vote was taken:

AYES: Councilmember Elbaum
Councilman Forstenhausler
Councilmember Hathaway
Councilmember Potter
Councilwoman Veech
Deputy Mayor Carey
Mayor Nisivoccia
NAYS: None