



Township of Randolph
Randolph, NJ 07869-3799

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Township of
RANDOLPH
"Where Life Is Worth Living"

2016 Township Council



Roman Hirniak
Mayor



Christine Carey
Deputy Mayor



Mark Forstenhauser



Michael Guadagno



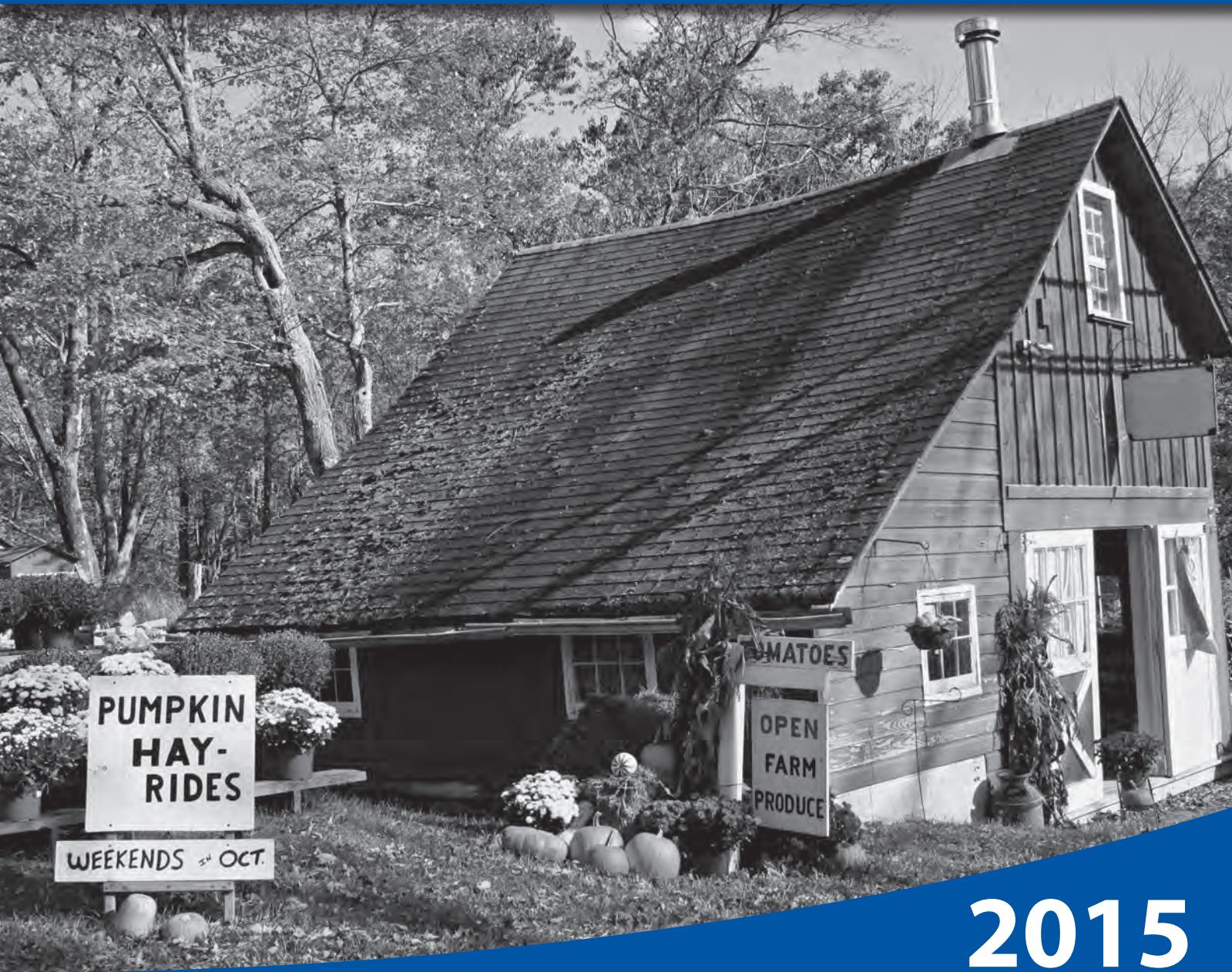
James B. Loveys



Allen M. Napoliello



Joanne Veech



2015
Annual Report
2016 Event Calendar

A Message from the Township Manager

ANNUAL REPORT



In accordance with State Statute, it is my pleasure to present Randolph Township's Annual Report for 2015. This annual report highlights the accomplishments of each of our key Township Departments. It also features statistical data illustrating operational productivity, and a calendar of important municipal events and activities which I hope you find informative.

Randolph is served by 121 full-time employees and numerous part-time seasonal staff, spread over seven departments and the Municipal Court. Approximately 160 emergency service volunteers support the Rescue Squad and four volunteer fire companies. We are also assisted by the many civic-minded residents who serve on the township boards, advisory committees, and numerous recreation programs. The combined efforts of our Township Council, staff, and volunteers are what help maintain the high quality of life to which Randolph residents are accustom.

One of the primary organizational objectives annually is the efficient management of taxpayer dollars. In the past year, the township management team worked closely with the Township Council to produce a responsible budget and continued the township's long-standing tradition of prudent and progressive fiscal management. These efforts are reflected in the reaffirmation of the township's "Triple A" bond rating, the highest possible rating awarded by Moody's Investor Services and Standard & Poor's.

The township took on a number of capital projects in 2015 aimed at maintaining the community's critical infrastructure. These improvements included the replacement of over 3,000 linear feet of aged water main along Sussex Turnpike, the resurfacing/reconstruction of 15 municipal roads, and the first stage of a multi-year project to replace decaying road-side retaining walls. In 2016 I am anticipating a continued focus on infrastructure improvement, with particular emphasis on roadway repair and the township water and sewer system.

Randolph was named by Safewise.com as one of New Jersey's 25 safest communities in 2015. One of the primary reasons for the high ranking is the township's outstanding Police Department, which coincidentally celebrates its 75th Anniversary in 2016. We are very proud to be recognized as one of New Jersey's safest communities, and of the efforts put forth by our Police Department over the years. We will be recognizing the Department's 75th year of operation with a series of events throughout the year, and hope you will join in the celebration.

Sincerely,
Stephen P. Mountain
Township Manager

Township of Randolph "Where Life Is Worth Living"

2015 Annual Report

Other highlights from 2015 include:

- A comprehensive master plan was completed for the public water system. The plan recommended upgrades to the older sections of the existing system as well as potential areas for expansion of the service. These recommendations will be incorporated into the township's long range capital plan.
- A grant was secured for the installation of an elevator at the township-owned VFW building on Carrell Road. The elevator to be installed in 2016 will address the building's accessibility issues, and allow for much broader community use in the future.
- A process to facilitate the development of a new Parks Master Plan was initiated in 2015; the plan is expected to be completed in the early part of 2016. The plan will offer an assessment of the current park system, as well as recommendations for future improvements based upon the community input collected during the planning process.

- New vehicles arrived for the Millbrook Firehouse, the Senior Citizen's Dial-A-Ride program, and various departments within the township.
- The township resolved a long-standing sewer interceptor issue with neighboring Morris Township and the developer/owner of the property at the corner of Old Shunpike and Brookside Road. The settlement will allow for the completion of the interceptor and associated improvements necessary to provide sewer service to Mount Freedom.

In 2016 we will be looking to build on the achievements of the past year, as well as attain a number of other important objectives. Initiatives planned for the new year include the construction of the communication tower at the municipal building, the completion of the Township-wide Revaluation of property, the construction of remaining municipal utility work necessary in advance of Morris County's close-out of the Sussex Turnpike road improvement project, and the preparation of a trails master plan along with corresponding improvements to the township's existing trails such as improved identification and other marking enhancements.

Above all else this year, we will be looking to maintain the excellent relationship between our municipal organization and the Randolph community. Please take advantage of the information provided in this report and our other on-going township communications to stay informed. You are also encouraged to get involved. Public meetings listed in the calendar are open to the public, and it is hoped that you will choose to participate in the democratic process so vital to our community's vitality.

Sincerely,

Stephen P. Mountain
Township Manager

Hours of Operation – Whom to Call

Hours of Operation

Township Offices

502 Millbrook Avenue
973-989-7100
www.randolphnj.org
Mon-Fri: 8:30 a.m. – 4:30 p.m.
For special evening hours visit
www.randolphnj.org

Police Department

502 Millbrook Avenue
973-989-7010
Police Emergencies – Dial 911

Public Works and Recycling

Public Works Operations
1345 Sussex Turnpike
973-989-7086
Mon-Fri: 8:30 a.m. – 4:30 p.m.
7:00 a.m. – 3:00 p.m.
For special evening hours visit
www.randolphnj.org

Recycling Center

Intersection of Morris & Sussex Turnpike
973-989-7051
Closed Monday and Tuesday
Wed-Fri: 7:00 a.m. – 3:00 p.m.
Sat: 8:00 a.m. – 4:00 p.m.
Sun: 9:00 a.m. – 3:00 p.m.

Library

28 Calais Road
973-895-3556
Mon-Thurs: 9:00 a.m. – 9:00 p.m.
Fri-Sat: 9:00 a.m. – 5:00 p.m.
Sun: Noon – 4:00 p.m.
Summer hours differ

Community Center and Recreation Offices

30 Calais Road
973-989-7081
Hours are the same as the township offices.

HEALTH AND CONSTRUCTION CODE

Mark Caputo
Director
973-989-7050

Rod Schmidt
Construction Official
973-989-7071

PUBLIC WORKS

Tom Spring
Director
973-989-7086

PARKS, RECREATION, AND COMMUNITY SERVICES

Russ Newman
Director
973-989-7081

Jeanne Montemarano
Assistant Director
973-989-7081

LIBRARY

Anita Freeman
Director
973-895-3556

Robert Tambini
Assistant Director
973-895-3556

Whom to Call

ADMINISTRATION

Stephen P. Mountain
Township Manager
973-989-7060

Darren Carney

Planning & Zoning
Administrator
973-989-7080

Donna Marie Luciani

Township Clerk
973-989-7041

Ralph Carchia

Engineering Administrator,
Water and Sewer
973-989-7068

POLICE

David N. Stokoe
Chief of Police
973-989-7014

Chris Giuliani
Lieutenant, Investigations
and Services
973-537-7111

Jeff Gomez

Lieutenant, Administrative
973-989-7013

William Harzula

Lieutenant, Patrol
973-989-7033

FIRE

Steve Cohrs
Fire Department Chief
973-989-7098

Richard C. Briant
Fire Official, Fire Sub Code Official
973-989-7039

EMERGENCY MANAGEMENT

William E. Wagner
Emergency Management
Coordinator
973-214-7629

COURT

Christine Hopler
Court Administrator
973-989-7055

Rose Marie Jung
Deputy Court Administrator
973-989-7055

FINANCE

Darren Maloney
Chief Financial Officer
973-989-7045

Lisa Combes
Treasurer/Tax Collector
973-989-7047

Glen Sherman
Tax Assessor
973-989-7075

Township of Randolph "Where Life Is Worth Living"



January 2017

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|---|---------|--|----------|--|----------|
| 1 | 2 New Years Day Municipal Offices Closed Township Council Reorganization Meeting 1:00 p.m. | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 Planning Board 7:00 p.m. | 10 | 11 Library Board of Trustees 7:30 p.m.** Board of Adjustment 7:30 p.m. | 12 | 13 Board of Adjustment 7:30 p.m. | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

Please visit www.randolphnj.org for the most up to date meeting information.

** Meetings are held at the Community Center. ** Meetings are held at the Township Library.*

How Your Local Government Functions

RANDOLPH TOWNSHIP MISSION STATEMENT

The Randolph Township municipal organization strives to make the Township of Randolph the best it can be by providing effective governance, enhanced customer services, and excellent community facilities.

"The Council-Manager form of government is simply a sensible modern way to handle municipal housekeeping. The plan is strong at every point where older systems of government are weak. It facilitates two essentials: control by voters and efficient management." - National Municipal League

Randolph's Council-Manager form of government has been in operation since 1969. In 1968, local voters approved the recommendation of a special charter study commission by public referendum that provided for a modernization in Randolph Township's form of local government. This change brought about Randolph's present Council-Manager form.

The distinctive feature of this form of government is the strict separation between legislative and administrative functions. The plan calls for the partisan, at large election of seven Township Council members, from whom the elected body selects one of its members to serve as Mayor each year. By law, the Township Council has the responsibility for all legislative matters, ranging from enactment of all ordinances and resolutions to general citizen representation. Twelve separate advisory boards and committees assist policy formulation of the Township Council.

Administrative responsibilities of the township are vested in the full-time Township Manager. Charged with the day to day operation of the township, the Township Manager directs all township services and the enforcement of municipal ordinances. Appointed by and serving at the pleasure of the Township Council, the Township Manager is a professionally trained individual whose basic responsibility is the efficient and economic operation of your local government.

The Township Clerk is secretary to the Township Council and is the Election Official of the Township. The Township Clerk records and prepares the minutes of each Township Council Meeting. The Township Clerk also processes, records, and files resolutions and ordinances, arranges for legal advertising of official documents, and issues various licenses and permits. The Township Clerk's election responsibilities include registering new residents to vote, accepting petitions for vacancies in local elected offices, furnishing materials for local elections, selecting polling areas, and maintaining custody of election results.

Demographics 2010 Census Data

| | |
|--------------------------|---------------|
| Total Population | 25,734 |
| Total Housing Units | 9,343 |
| Owner Occupied Housing | 71.9% |
| Renter Occupied Housing | 24.6% |
| Median Age (years) | 40.1 |
| Average Family Size | 3.26 |
| Median Per Capita Income | \$54,992 |

How does a Township Council function?

The Mayor, who is elected every year by his or her fellow Township Council members, presides over Council meetings. The Township Council is similar to a corporate Board of Directors. The Township Council is assisted by the Township Attorney, who prepares ordinances and advises on legal issues, the Township Clerk, who prepares resolutions, and the Township Manager, who functions much like the CEO of a corporation.

If I have an idea, how do I go about presenting it to the Township Council?

You are invited to speak at the "Public Comment" portion at the beginning and end of every meeting on any subject. Also, the public is invited to comment on ordinances at the public hearing prior to adoption, the final vote. If you have new ideas for the Township Council to consider, you may want to speak with the Township Manager or department head ahead of time to obtain supporting data.

Is there a protocol for speaking at meetings?

Yes. The entire Township Council should be addressed through the chair (Mayor). Do not engage in dialogue with members without the chair's permission. Proper decorum should be observed. Succinct, constructive comments and a respectful tone are greatly appreciated and create an appropriate decision making environment.

How do I know in advance what items will be on the agenda?

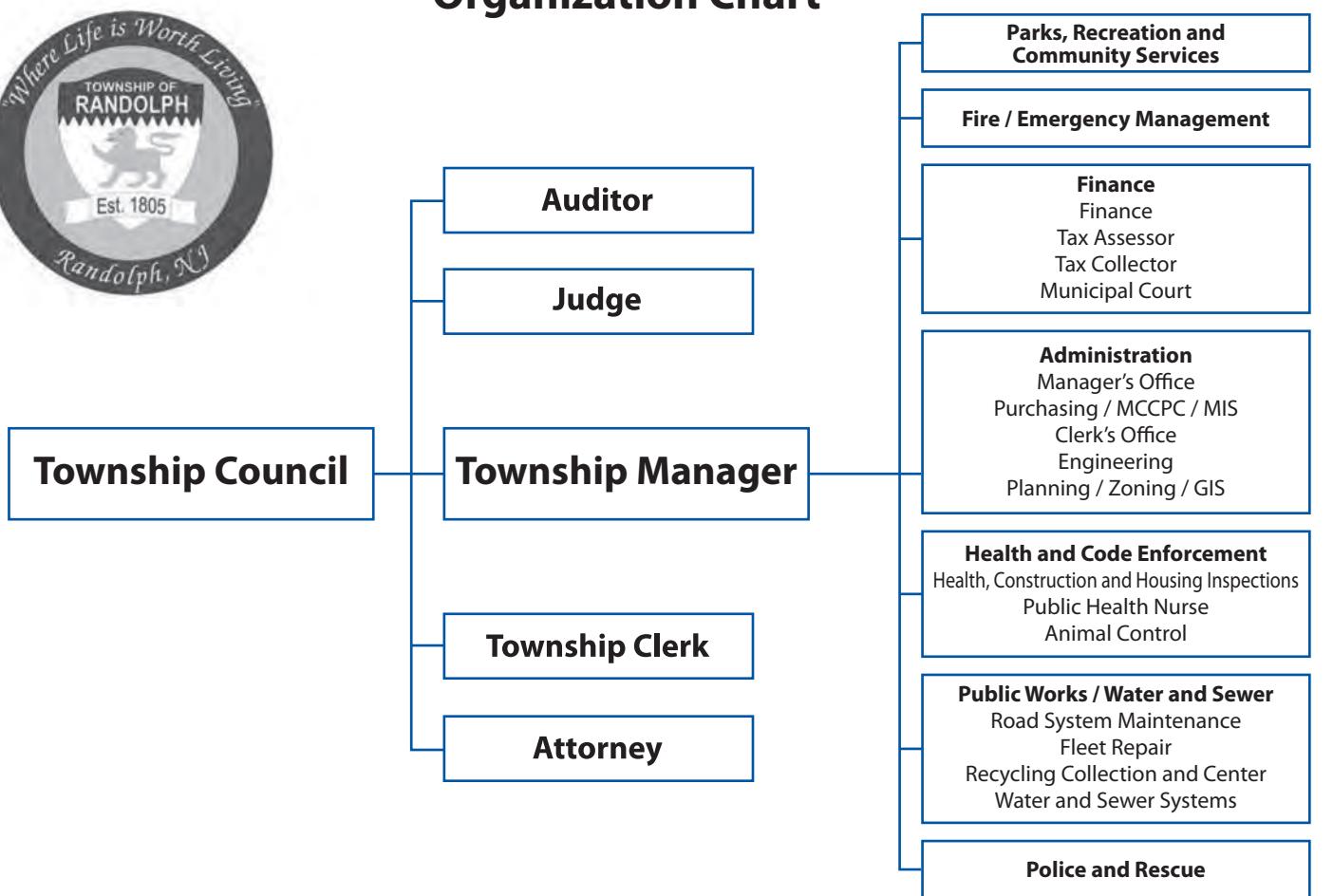
The agenda is published and posted on the bulletin board in the Municipal Building five days prior to a meeting. At the Township Council's direction, the agenda is also published on the township's website www.randolphnj.org.

Can I review the minutes of the meeting?

All open session meetings are available for public inspection. You can read the minutes on the township website, www.randolphnj.org, or at the office of the Township Clerk. A complete recording of the meeting is also available for review at the office of the Township Clerk.

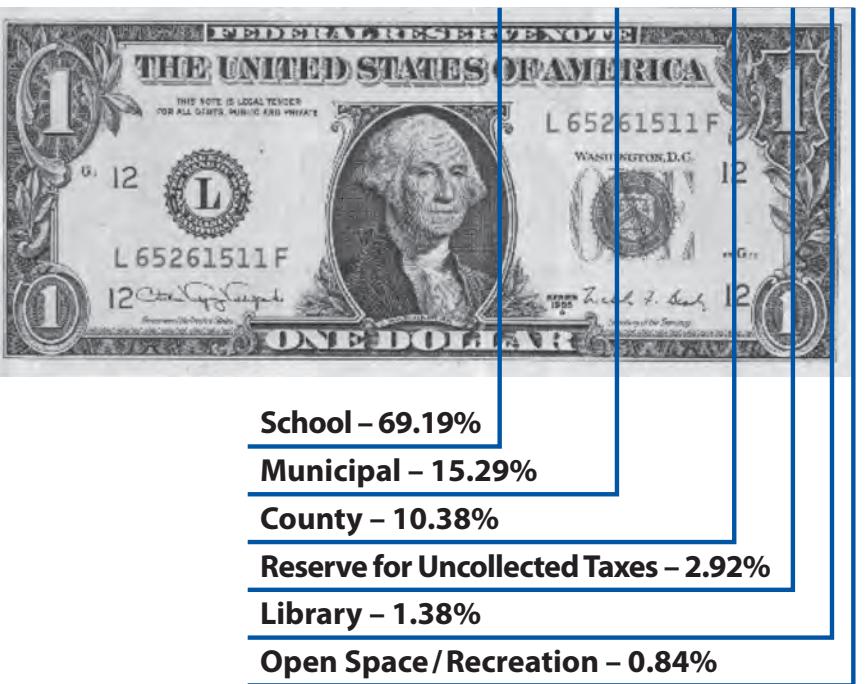


TOWNSHIP OF RANDOLPH Organization Chart



Your Tax Dollars

The property tax is divided among the Randolph Board of Education, the County of Morris, and the township. The chart illustrates the percentage that each of the jurisdictions received in 2015 from the average taxpayer in the township.



| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|----------|
| | | | | | 1 | 3 |
| | | | | | 2 | 10 |
| | | | | | 9 | 17 |
| | | | | | 16 | 24 |
| | | | | | 23 | 31 |
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December 2016

Meetings are held at the Municipal Building unless otherwise noted. *Meetings are held at the Community Center. **Meetings are held at the Township Library.

All meetings are held at the Municipal Building unless otherwise noted.

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Please visit www.randolphnj.org for the most up to date meeting information.

November 2016



| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|----------|
| | | | | | | |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| | | | | | | |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| | | | | | | |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| | | | | | | |
| 27 | 28 | 29 | 30 | | | |
| | | | | | | |

1 Traffic Advisory Committee 7:30 p.m.
 2 Planning Board 7:00 p.m.
 6 Board of Health 7:00 p.m.
 7 Parks Advisory Committee 7:30 p.m.*
 8 Planning Board 7:00 p.m.
 11 Library Board of Trustees - 7:30 p.m.**
 12 Recreation Advisory Committee 7:30 p.m.*
 13 Township Council 7:00 p.m.
 14 Wildlife Management Advisory Committee 7:00 p.m.
 15 Environmental Commission 7:30 p.m.
 16 Township Council 7:00 p.m.
 17 Thanksgiving Municipal Offices Closed
 18 Thanksgiving Municipal Offices Closed
 19 Veterans Day Closed
 20 Township Council 7:00 p.m.
 21 Planning Board 7:00 p.m.
 22 Environmental Commission 7:30 p.m.
 23 Township Council 7:00 p.m.
 24 Thanksgiving Municipal Offices Closed
 25 Thanksgiving Municipal Offices Closed
 26 Veterans Day Closed
 27 Township Council 7:00 p.m.
 28 Planning Board 7:00 p.m.
 29 Environmental Commission 7:30 p.m.
 30 Township Council 7:00 p.m.

All meetings are held at the Municipal Building unless otherwise noted.
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Please visit www.randolphnj.org for the most up to date meeting information.

Finance

The Township of Randolph practices careful financial management and conservative long-term fiscal planning. Overseen by Chief Financial Officer Darren Maloney who controls budgetary expenditures, administers the township's debt and cash management programs, prepares year-end financial statements, and provides recommendations to the Township Manager and Council with regard to financial policy, the Finance Department consists of three Divisions:

- **Finance, Water and Sewer**
- **Assessments**
- **Tax Collection and Treasury**

Assessments is headed by Glen Sherman, a Certified Tax Assessor, who is responsible for determining the fair market value of all real estate in the township and keeps assessment records of each and every parcel of real property assessed or exempted. The township's 2015 ratable base of \$2,906,790,027 represents a 0.31% increase from the prior year.

The Collection Division is administered by Lisa Combes, a Certified Tax Collector, who prepares tax bills, maintains

an account of all tax collections, and enforces collection of delinquent taxes through municipal tax sales and foreclosures. The township's 2015 Tax Levy stands at \$105,098,446.

Randolph maintains separate water and sewer accounts as not all taxpayers are sewer customers or connected to the public water system. The operation includes the preparation and processing of quarterly service charges, and maintenance of records of water consumption and sewage system usage. The Water and Sewer combined budget for 2015 equals \$6,973,260.

2015 Tax and Water/Sewer Information

| | 2015 | 2014 |
|----------------------|----------------|-----------------|
| Tax Parcels | 8,324 | 8,228 |
| Total Assessed Value | \$2,906,790,27 | \$2,897,693,579 |
| Ratio to True Value | 67.01% | 68.75% |
| Water Accounts | 5,733 | 5,709 |
| Sewer Accounts | 3,930 | 3,921 |

Township of Randolph 2015 Budget Information

| TOWNSHIP | 2015 | % of Total Budget |
|-----------------------------------|---------------------|-------------------|
| REVENUES | | |
| TOTAL REVENUES | | |
| Surplus Anticipated | \$3,144,000 | 10.61% |
| Miscellaneous Revenues | \$3,034,220 | 10.24% |
| Interlocal Service Agreements | \$256,984 | 0.90% |
| Federal & State Grants | \$0 | 0.00% |
| State Aid | \$1,847,005 | 6.20% |
| Receipt for Delinquent Tax | \$900,000 | 3.04% |
| Local Tax for Municipal Purpose | \$19,017,839 | 64.15% |
| Local Tax for Municipal Library | \$1,440,744 | 4.86% |
| TOTAL REVENUES | \$29,640,792 | 100.00% |
| EXPENDITURES | | |
| TOTAL EXPENDITURES | | |
| General Government | \$4,154,825 | 14.02% |
| Public Safety | \$5,466,990 | 18.44% |
| Public Works | \$4,025,700 | 13.58% |
| Community Programs | \$2,337,529 | 7.90% |
| Municipal Library | \$977,315 | 3.30% |
| Statutory Charges | \$2,127,536 | 7.18% |
| Federal & State Grants | \$0 | 0.00% |
| Unclassified and Deferred Charges | \$245,000 | 0.81% |
| Liability and Group Insurance | \$4,584,915 | 15.47% |
| Debt Service | \$1,023,984 | 3.45% |
| Capital Improvements | \$1,653,400 | 5.58% |
| Reserve for Uncollected Taxes | \$3,043,598 | 10.27% |
| TOTAL EXPENDITURES | \$29,640,792 | 100.00% |

The Department of Parks, Recreation, and Community Services strives to meet the needs of our community by providing a wide range of leisure activities, social services, and facilities for township residents of all ages. Three advisory committees appointed by the Township Council (Recreation, Parks, and Wildlife Management) work with the Department to review and establish programs, policies, and procedures.

Recreation

Recreation programs offered by the Department attract residents throughout the year. There are numerous team sports for adults and children, preschool programs, summer swim lessons, tennis lessons, dance classes, day camp, teen camp, theater arts camp, art lessons and camp, crafts, and special events. Twenty-four program committees and more than 2,000 volunteers help provide the necessary support and coaching for our programs. The Parks, Recreation, and Community Services Department annually recognizes many of our coaches and program volunteers at an awards program held in December. This year's Helen Bauer Award (Volunteer of the Year) was presented to Ned Levine for his many years of service to the Randolph Babe Ruth Baseball and Boys Basketball programs, as well as for his service to the Recreation Committee.

Throughout 2015, Randolph offered almost 200 programs and classes with 54,374 registered participants.

As a convenience to parents, Day Camp offered weekly sessions, which allowed parents to coordinate camp schedules with other summer activities. In addition, 95 youth sports coaches attended Rutgers Youth Sports Coaches training sponsored by the Department.

The Brundage Park Playhouse offered six theatrical productions in 2015, which included 46 performances. Productions included "Fiddler on the Roof", "You're a Good Man Charlie Brown", Disney's "Peter Pan Jr.", "Kid's Cabaret", "Hairspray", and "Scrooge, the Musical." In addition, the Brundage Park Playhouse offered three different summer theater camps, and workshops and classes throughout the year.

| Program Season | Participants |
|-------------------|---------------|
| Fall | 2,476 |
| Winter | 2,252 |
| Spring | 4,317 |
| Summer | 3,029 |
| Year Round | 1,571 |
| Randolph Park | 10,771 |
| Special Events | 22,314 |
| Senior Activities | 7,644 |
| 2015 Total | 54,374 |

The Department is pleased to continue offering expanded programs through our online

registration system. Ninety percent of all available registrations are now completed online; the system can be accessed via the township's web site (www.randolphnj.org) by following the 'Parks & Recreation' link.

Parks

The township has five outstanding regional parks: Brundage Park, Freedom Park, Heistein Park, Hidden Valley Park, and Randolph Park. Each is unique and provides facilities for residents of all ages.

In addition to maintaining the park system, crews are also responsible for maintaining Randolph Trails which are an integral component to our community's recreation infrastructure. The trail system runs a fifteen mile course traversing five parks, the Clyde Potts Reservoir Watershed, and 2,000 acres of pristine open space. The trails link together township schools, neighborhoods and parks, and connect to Patriot's Path at Combes Hollow and Old Brookside. Ongoing maintenance includes clearing snow from trail heads, tree removal, leaf blowing in the fall, and repair of gates and trail surfaces.

Special projects completed in the park system in 2015 included:

- ✓ Security cameras installed at Brundage, Heistein, and Freedom Parks
- ✓ Cat fencing and dog doors installed at Randolph Animal Pound
- ✓ Parking lot lights repaired in all parks.
- ✓ Scoreboard installed at Heistein 1 B baseball field.
- ✓ Brundage Park Playhouse interior and trailer painted.
- ✓ Randolph Park bathrooms renovated and made ADA-compliant.
- ✓ Brundage Park soccer/softball field lights repaired.
- ✓ Wooden ramps and obstacles in Dog Park repaired and painted.
- ✓ Old fencing removed, and wooden guiderail fence installed at Brundage Park upper parking lot and along Carrell Road.
- ✓ Adjustable pitching plates and ground brackets installed on all softball
- ✓ Tennis and basketball lights at Brundage Park repaired.
- ✓ Safety fencing installed at Freedom Park on Field 2.
- ✓ New signs installed for Artworks Studios.

Randolph Township also began work on a Parks Master Plan in 2015. A variety of methods, including random surveys, online surveys, stakeholder groups, and public meetings, were used to solicit input from residents on the township park system and future parks needs. Recommendations from the Parks Master Plan will be released during the course of 2016.

October 2016

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|----------|
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Sunday

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September 2016



| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|----------|
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Township Council 7:00 p.m.
 Township Council 7:00 p.m.
 Recreation Advisory Committee 7:30 p.m.*
 Board of Adjustment 7:30 p.m.
 Library Board of Trustees 7:30 p.m.**
 Township Council 7:00 p.m.
 Board of Adjustment 7:30 p.m.
 Wildlife Management Advisory Committee 7:00 p.m.
 Environmental Commission 7:30 p.m.
 Parks Advisory Committee 7:30 p.m.*
 Planning Board 7:00 p.m.
 Board of Health 7:00 p.m.
 Municipal Offices Closed
 Traffic Advisory Committee 7:30 p.m.
 Labor Day

All meetings are held at the Municipal Building unless otherwise noted.
 * Meetings are held at the Community Center. ** Meetings are held at the Township Library.

Please visit www.randolphnj.org for the most up to date meeting information.

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Community Services

Community Services provides programs and support to senior citizens, handicapped adults, and others requiring special assistance. In addition to the food pantry which is provided at the Community Center and is available Monday through Friday, holiday food distributions are provided in November and December. In 2015, an estimated one hundred individuals and/or families in Randolph were provided food or household items from the pantry. During the December holiday season, families in need with children can participate in our Wish Tree gift program coordinated with the Randolph Women's Club. Gifts are provided through donations from throughout the community, and distributed to participants. This past year, gifts were provided to over one hundred twenty-five children.

The township's Dial-a-Ride program has continued to provide transportation to medical appointments, social events, and shopping centers throughout Morris County. This service is provided by two bus drivers, utilizing a twenty-four passenger bus and two mini-vans. Our vehicles traveled 29,554 miles, transporting over a hundred seniors or permanently disabled residents at various times to and from their destinations; a total of 3,683 trips. Additionally, volunteers deliver meals to 10-15 individuals on a daily basis.

Information

Information about all our programs can be obtained by calling Parks, Recreation, and Community Services at 973-989-7081 Monday through Friday. The township web site (www.randolphnj.org) includes calendars of events for all programs and activities as well as upcoming registration dates.

Municipal Court

The Randolph Township Municipal Court has jurisdiction over the following matters within township borders:

- Motor vehicle violations
- Local ordinance offenses (zoning, building, health violations)
- Petty disorderly offenses
- Disorderly person offenses
- Fish and game violations
- Park police-traffic & criminal offenses
- Weights and Measures violations
- Citizen complaints-traffic & criminal

The Municipal Court is served by part time Municipal Judge, Ira Cohen, and four full time staff members including the certified Court Administrator, Christine Hopler, who oversees and supervises the operations of the Municipal Court. Court sessions are attended by the Municipal Prosecutor with the Public Defender assigned on an as-needed basis. The Judge and court personnel report to the Administrative Office of the Courts as well as the Township Manager.

The Municipal Court Judge has authority to issue warrants, search warrants, and temporary restraining orders involving domestic violence cases among other tasks. The Court Administrator is responsible for overseeing and assisting in the day to day operations, monthly reports, dispersing monies to the proper authorities, balancing bank accounts, being available at all times to sign warrants, take complaints, budget information, and customer service. The Deputy Court Administrator is

responsible for overseeing the office when the Court Administrator is unavailable as well as processing bail, indictable offenses paperwork sent to Superior Court, and customer service. The Violation Clerks are responsible for entry of summonses, collection of all fines payable to the court, sending out daily notices, scheduling court cases, daily deposit, answering phones, and customer service.

Motor Vehicles

| | 2015 | 2014 |
|----------------------|-------|-------|
| Complaints Filed | 6,361 | 6,603 |
| Convictions | 6,265 | 5,013 |
| Dismissals | 796 | 501 |
| Violations Processed | 6,432 | 5,216 |
| Jail Sentences | 15 | 13 |
| License Suspensions | 84 | 75 |

Criminal

| | 2015 | 2014 |
|----------------------|------|------|
| Complaints Filed | 750 | 719 |
| Convictions | 714 | 583 |
| Dismissals | 122 | 138 |
| Violations Processed | 726 | 672 |
| Jail Sentences | 10 | 6 |
| License Suspension | 0 | 0 |

In 2015 the Police Department invested a tremendous amount of time and effort with initiatives to progressively move the department forward. The initiatives covered a broad spectrum, from obtaining new equipment to further training and developing the workforce for the modern day demands of police work. In addition, the department has placed an increased emphasis on keeping up with the advances of modern technology, which improves overall efficiency when combined with well-trained, well-equipped officers.

Key challenges addressed, and accomplished, in 2015 include:

- Continued the training and development of the entire workforce through various in-service police training and police management schools.
- Completed a significant upgrade to the mobile digital video recording (MDVR) equipment deployed daily in primary patrol vehicles.
- Upgraded building security equipment at police headquarters.
- Acquired new equipment for deployment in the field to help combat active violence situations.
- Initiated a significant upgrade to the aging police radio infrastructure.
- Participated in community-based programs to help further build our relationship with the community.
- Continued working with the Randolph Township School District to further school security and safety.

Rescue Squad

The Randolph Rescue Squad is a non-profit, volunteer supported organization funded largely by donations received from the residents of Randolph Township. With a dedicated team of 35 active volunteers led by Captain Todd Houston and President Bill Stroh, the Rescue Squad provides the township and its surrounding communities with basic life support services Monday through Friday from 7 pm through 6 am, 24 hours a day on Saturdays and Sundays, as well as on holidays. Coverage on Monday through Friday from 6 am through 7 pm is provided through the township's contract with a local hospital association, Atlantic Ambulance.

Our volunteers served well over 12,000 hours last year responding to 827 emergency calls, attending training courses, performing administrative functions, and standing by for many of the township's recreational and school sponsored events. The Squad offers transport services to local hospitals, and stand-by services at fire calls and various community events.

In 2016 the Department will continue to build upon the existing platform while also focusing on renewing our accreditation certification and celebrating the 75th anniversary of a Department that is rich in both history and tradition.

Police Department Yearly Comparison

| | 2015 | 2014 |
|--|---------|---------|
| Number of calls for assistance | 40,428 | 42,295 |
| Patrol miles traveled | 349,993 | 246,302 |
| Number of sworn officers | 36 | 36 |
| Motor vehicles summonses | 5,780 | 5,172 |
| Motor vehicle written warnings | 3,622 | 2,985 |
| Criminal Complaints | 233 | 174 |
| Driving under the influence arrests | 53 | 63 |
| Motor vehicles accidents | 1,119 | 1,187 |
| Juvenile arrests | 16 | 18 |
| All other arrests incl. local ordinances | 237 | 203 |
| Crimes Index UCR | 125 | 191 |



August 2016

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|-----------------------------|---|---|----------|--------|----------|
| 1 | 2 | 3 | 4 | 5 | 6 | |
| | Planning Board 7:00 p.m. | Traffic Advisory Committee 7:30 p.m. | | | | |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| | | | Recreation Advisory Committee 7:30 p.m.* | | | |
| | | | Board of Adjustment 7:30 p.m. | | | |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| | | | | | | |
| | | | | | | |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| | Planning Board 7:00 p.m. | | | | | |
| | | | Wildlife Management Advisory Committee 7:00 p.m. | | | |
| 28 | 29 | 30 | 31 | | | |
| | | | | | | |
| | | | | | | |

Fire Department

Bureau of Fire Prevention

The Randolph Township Fire Department continues to serve the residents with volunteer fire and emergency service as it has for over 80 years. The Department also provides for the enforcement of the NJ Uniform Fire Code, public education programs, and other services. The Department provides 24 hour service to the residents, with over 125 firefighters working out of four fire stations. Enforcement of the fire code is provided by the Bureau of Fire Prevention, staffed by full time Fire Official, Richard C. Briant, and two part-time inspectors. The Fire Official also serves as the Fire Subcode Official for the Construction Department, and Deputy Coordinator for the Office of Emergency Management.

The Fire Department is headed by Chief Steven Cohrs and Deputy Chief Anthony Moschella who work out of the Municipal Building. Each of the four fire companies is led by a Battalion Chief along with other company officers. Each fire station is privately owned by individual fire associations. The associations are responsible for the maintenance of their facilities. Some funding is provided by the township government, with fundraising activities making up the balance of funds needed.

The four fire companies covering the township are:

- Fire Company #2, Millbrook, 340 Route 10,
Phone: 973-366-6780, www.millbrookfire.org
- Fire Company #3, Mt. Freedom, 670 Millbrook Avenue,
Phone: 973-895-2007
- Fire Company #4, Ironia, 331 Dover Chester Road,
Phone: 973-584-7393, www.ironiafire.org
- Fire Company #5, Shongum Mtn., 118 W. Hanover Ave.,
Phone: 973-895-3719, www.shongummountain.com

Fire Department Activities

| | 2015 | 2014 |
|---------------------------|------------|------------|
| Structure Fire Responses | 4 | 9 |
| Other Type Fire Responses | 66 | 61 |
| Gas Leaks | 1 | 1 |
| Automatic Fire Alarms | 219 | 168 |
| Other Non-Fire responses | 229 | 281 |
| Mutual Aid | 26 | 28 |
| Total Responses | 545 | 548 |

2015 2014

| | | |
|---|---------------|---------------|
| Man-hours – Responses | 5,133 | 5,947 |
| Man-hours – Training, Education, Maintenance | 15,095 | 14,649 |
| Man-hours – Total | 20,228 | 20,596 |

The Fire Department administrative offices are located in the Municipal Building at 502 Millbrook Avenue. The Fire Chief and Deputy Fire Chief may be reached by calling 973-989-7098. The Fire Official and Fire Inspectors may be reached at 973-989-7039; both numbers have voice mail. You may reach individual fire company officers by calling the phone numbers provided. The best time to reach someone is any Monday evening between the hours of 7:00 pm and 9:00 pm.



Members of the Randolph Fire Department extinguish a vehicle fire.

Please visit www.randoiphnj.org for the most up to date meeting information.

All meetings are held at the Municipal Building unless otherwise noted.



| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|----------|-----------|--|---|--|---|-----------|
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| | | | | Township Council 7:00 p.m. | | |
| | | Independence Day Municipal Offices Closed | Traffic Advisory Committee 7:30 p.m. | 13 | 14 Recreation Advisory Committee 7:30 p.m.* Board of Adjustment 7:30 p.m. Library Board of Trustees 7:30 p.m.** | 15 |
| | 10 | 11 | 12 | Parks Advisory Committee 7:30 p.m.* | 20 | 21 |
| | | | | | 22 | 23 |
| | | | | | 28 | 29 |
| | | | | | Township Council Work Session 7:00 p.m. Board of Adjustment 7:30 p.m. | 30 |
| | | | | | Wildlife Management Advisory Committee 7:00 p.m. | |
| | | | | | | 31 |

The Department of Health and Code Enforcement is responsible for the township's public/environmental health, housing, property maintenance, solid waste, recycling and building department activities. In addition to traditional local health activities, the Department covers construction plan review, building permit issuance, and all phases of building inspections. This Department is headed by Mark Caputo, who oversees public and environmental health activities. Traditional public and environmental health activities include, but are not limited to, the enforcement of all state health statutes/regulations and municipal health ordinances. The Health Department also provides housing, property maintenance, recycling and solid waste enforcement activities. The Health Officer serves as Ex Officio member to the Randolph Township Board of Health. The advisory board is comprised of resident volunteers who are employed in various sectors of industry including medicine, health care, and academia. This advisory body provides advice to the Randolph Township Council and administration on a wide variety of matters affecting public health and quality of life.

The Health Department

The Randolph Township Health Department is a full service agency providing local health services to other municipalities. In order to provide these shared services, state law requires the department be headed by a full-time, NJ licensed Health Officer who is charged with assuring Randolph Township and the municipalities it serves are in compliance with the New Jersey Standards of Performance for Local Boards of Health. (NJAC 8:52-1 et seq). The Health Officer does this by coordinating activities of the Divisions referenced below.

The end of 2015 marks the fifth anniversary of the Randolph Township and Roxbury Township local shared health department services. The health department covers a combined population of approximately 60,000 providing local health services to Mine Hill, Rockaway Borough, Roxbury, and Randolph.

The Health Department administers other services for Randolph Township such as Animal Control, Recycling Coordination, Recycling Enforcement, Solid Waste Services, NJ Clean Communities program, Property Maintenance, Housing, and the Right-to-Know program.

To meet the state mandated performance standards, the Department coordinates the following activities:

Environmental Health Division performs activities that include inspections of food establishments, food vending machines, bathing places and campgrounds, as well as the monitoring of solid waste disposal, potable water supply, and septic systems. Permits and licenses for fertilizer applications, and therapeutic massage establishments are also the responsibility of the Health Department.

Housing and Property Maintenance Division administers the Certificate of Habitability program whereby all rental units within Randolph are inspected prior to occupancy. Rental units, including the garden apartment complexes, are a part of this program; the township assures that these units remain in a habitable condition consistent with Randolph standards. This Division also investi-

gates and enforces the housing code and property maintenance ordinance where issues such as overcrowding and blight are encountered. Randolph partners with the New Jersey Department of Community Affairs, Multiple Dwelling Program by serving as that agency's contractor to provide 5 year cyclical housing inspections.

Animal Control Division conducts activities that are performed by licensed Animal Control Officers in Randolph, Rockaway Borough, Dover, Mendham Township, and Mendham Borough. This Division also operates the municipal animal shelter. Animal Control personnel participate in rabies prevention services, animal rescue, provide care for sick and abandoned animals, and conduct animal cruelty investigations.

In 2015, the new Randolph Regional Animal Shelter, located in Mendham Township, was opened. The new facility marks the culmination of many years of planning, and provides the staff with the space and amenities needed to meet the current and future needs of the operation. The project was completed with minimal impact on the township budget by virtue of a creative shared service agreement with Mendham Township and the utilization of in-house staff.

Public Health Nursing Division performs adult health screening services including blood pressure, blood chemistry profile, skin cancer, male and female cancers, in addition to well child health clinics, flu immunizations, health risk appraisals, educational programs, and health counseling. The Nursing Division plays an integral part in all hazard preparedness activities such as Point of Distribution (POD) planning and administration.

In 2015, the Division continued to grow our Adult Vaccine for Children Program. The program offers free vaccines to adults who are uninsured or under insured. The program is well utilized by residents, particularly those who are between medical homes due to changes in employer sponsored health insurance.

This Division also responded to numerous welfare check calls; welfare checks are for older residents who may live alone, and are often generated by a call from a concerned neighbor.

Recycling and Solid Waste Division performs oversight to the curbside trash and recycling collection, and recycling center operations. In 2015, this Division successfully transitioned to single stream recycling, and further increased savings by privatizing the curbside collection.

Vital Statistics Division performs state mandated vital statistic services on behalf of the township. These services include issuance of marriage and civil union licenses. The Division also complies with the Electronic Death Registration System (EDRS) requirement, whereby all death certificates are now processed via a web based system. This Division provides certified copies of birth, marriage, civil union, and death certificates, in addition to other documents mandated under state rules governing vital statistics. Vital Information Platform (VIP) was added in 2015; this system will eventually replace the current paper-based processes and legacy applications with a web-based system for registration of births. In the future, VIP will also include vital event information such as fetal deaths and marriages.

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|--|--------|----------|
| | | | | | 4 | |
| | | | 2 | Township Council 7:00 p.m. | 10 | 11 |
| | | | 3 | | | |
| | | | 5 | Library Board of Trustees 7:30 p.m.** Board of Adjustment 7:30 p.m. | | |
| | | | 6 | Planning Board 7:00 p.m. | 15 | 16 |
| | | | 7 | Traffic Advisory Committee 7:30 p.m. | 17 | 18 |
| | | | 12 | Recreation Advisory Committee – 7:30 p.m. Parks Advisory Committee 7:30 p.m.* | 23 | 24 |
| | | | 13 | Board of Health 7:00 p.m. | 22 | 25 |
| | | | 19 | Planning Board 7:00 p.m. | 26 | 27 |
| | | | 20 | Wildlife Management Advisory Committee 7:00 p.m. | 28 | 29 |
| | | | 21 | Planning Board 7:00 p.m. | 29 | 30 |
| | | | 22 | Wildlife Management Advisory Committee 7:00 p.m. | | |
| | | | 23 | Board of Adjustment 7:30 p.m. | | |
| | | | 24 | | | |
| | | | 25 | | | |
| | | | 26 | | | |
| | | | 27 | | | |
| | | | 28 | | | |
| | | | 29 | | | |
| | | | 30 | | | |



Please visit www.randolphnj.org for the most up to date meeting information.

All meetings are held at the Municipal Building unless otherwise noted. ** Meetings are held at the Community Center.

* Meetings are held at the Township Library.



May 2016

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|------------------------------|---|-----------|--|--------|----------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| | Planning Board 7:00 p.m. | Traffic Advisory Committee 7:30 p.m. | | Township Council 7:00 p.m. | | 14 |
| 8 | 9 | 10 | 11 | 12 Recreation Advisory Committee 7:30 p.m.* Board of Adjustment 7:30 p.m. Library Board of Trustees 7:30 p.m.** | 13 | |
| | Board of Health 7:00 p.m. | Parks Advisory Committee 7:30 p.m.* | | Wildlife Management Advisory Committee 7:00 p.m. | 19 | 21 |
| 15 | 16 | 17 | 18 | 19 | 20 | 28 |
| 22 | 23 | 24 | 25 | 26 | 27 | |
| 29 | 30 | 31 | | Memorial Day Municipal Offices Closed | | |

Please visit www.randolphnji.org for the most up to date meeting information.

All meetings are held at the Municipal Building unless otherwise noted.
* Meetings are held at the Community Center. ** Meetings are held at the Township Library.

Department of Health and Code Enforcement

2015 Annual Report

Public Health Nursing

| | 2015 | 2014 |
|-------------------------|------|------|
| Total Home Visits | 628 | 594 |
| Chem-23 Blood Profile | 60 | 60 |
| Communicable Disease | 332 | 368 |
| Childhood Immunizations | 173 | 255 |
| Adult Immunizations | 723 | 987 |

Curbside Collection (in tons)

| | 2015 | 2014 |
|-----------------------|--------|-------|
| Weekly Garbage | 176 | 174 |
| Bi-Annual Bulk | 307 | 291 |
| Newspaper Recycling | 142 | 462 |
| Other Paper Recycling | 402 | 513 |
| Mixed Recyclables | 2,632* | 2,011 |
| Appliances/Metal | 224 | 259 |

* Curbside single stream tonnage.

Vital Statistics

| | 2015 | 2014 |
|-------------------|------|------|
| Marriage Licenses | 103 | 120 |
| Births Recorded | 20 | 140 |
| Deaths Recorded | 28 | 37 |
| Civil Unions | 0 | 0 |

Inspections

| | 2015 | 2014 |
|-----------------------------|------|------|
| Food/Drink/Vending | 289 | 170 |
| Septic | 207 | 205 |
| Certificate of Habitability | 496 | 476 |

Animal Control

| | 2015 | 2014 |
|--------------------|-------|-------|
| Rabies Vouchers | 481 | 842 |
| Dog Licenses | 2,431 | 2,545 |
| Cat Licenses | 468 | 531 |
| Animals to Shelter | 371 | 422 |
| Adopted Animals | 170 | 141 |
| Returned to owner | 112 | 100 |

Construction Code Services

The "Building Department", supervised by Construction Official Rod Schmidt, continues the successful implementation of the Randolph/Roxbury Shared Construction Official agreement. The Construction Official, a state mandated position, administers and enforces the provisions of the state's Uniform Construction Code, as well as municipal codes and ordinances relating to construction activities.

This department is responsible for plan reviews, and for the issuance of permits for all construction activity within the township. Additionally, departmental staff inspect work authorized by permits, and periodically inspect structures and land in the township to investigate potential violations brought to the department's attention.

Randolph and Roxbury are similar in that the municipalities are nearing the point of "build out" which means there are few large undevelopable tracts. Nearing the point of "build out" makes this shared service viable as construction activities are limited to work performed on existing developed parcels.

Building Department Activities

| | 2015 | 2014 |
|---------------------------|-------|-------|
| New Residential Const. | 24 | 3 |
| New Commercial Const. | 3 | 3 |
| Alteration Permits | 1,549 | 1,681 |
| Inspections | 4,464 | 5,576 |
| Certificates of Occupancy | 23 | 48 |
| Certificate of Approvals | 1,489 | 1,360 |
| Permits & Updates Issued | 1,682 | 1,806 |



Animal Shelter volunteer with Opal, a Bulldog, who was adopted by a Randolph family.

The Department of Public Works, headed by Director Tom Spring, currently employs 19 full-time employees and 4 part-time employees.

This Department consists of the following divisions:

- Division of Public Roads
- Division of Recycling
- Division of Fleet Maintenance

Division of Public Roads

The Division of Public Roads maintains approximately 152 miles of roadways, about 2,000 drainage inlets, 150 storm water outfalls, 40 detention basins and water quality swales, and an estimated 100 miles of storm drains. The Division also oversees the snow and ice removal operation, roadside mowing, roadway cleaning, traffic sign maintenance, and coordinates the annual roadway striping and overlay programs.

Division of Recycling

The Division of Recycling operates the Recycling Center, administers leaf collection, spring brush and mulch delivery programs. As part of the recycling operation, this Division also delivers the recycled products to facilities which market the materials, and coordinates and supervises the bi-annual brush and leaf recycling processes.

Comparison of Seasonal Services Provided

| Program | 2015 | 2014 |
|---------------------------------------|--------|--------|
| Spring Brush Collection (cubic yards) | 4,560 | 2,020 |
| Fall Leaf Collection (cubic yards) | 14,913 | 12,325 |
| Road Overlay Program | 3.51 | 3.27 |



Public Works crew paving Recycling Center with shared-purchase paving machine.

Division of Fleet Maintenance

This Division manages fleet maintenance for all Public Works vehicles, the township's police, fire, ambulance, and administrative vehicles. The maintenance and repair for the approximately 225 vehicles is performed in-house.

Major departmental projects and accomplishments during 2015:

- The winter of 2015 netted 25 snow/ice events. These events required the pre-treatment of roads, plowing, and/or salt applications. The department continues to evaluate the manner in which roads are treated to ensure the balance between efficient use of product with the need to keep the roads safe for travel during and after storm events.
- The overlay of municipal roads entails upgrading and repairing over 130 catch basins to comply with environmental mandates regarding storm water systems and to be structurally sound. The department milled and repaved 3.51 miles of the municipal road system.
- As part of the 2015 road repair program, the department worked with a subcontractor to reconstruct two roadways, Prince Henry Drive and Huntington Court. These roads were in major disrepair due to sub-grade failure resulting from pavement deterioration. Both roads were reclaimed, and cement was added to the base material to increase strength.
- A significant project was the reconstruction of Darlene Court retention basin and Sussex Turnpike drainage swale.
- As part of the regulatory sign replacement required by the State of New Jersey, the department completed the first stage of the sign replacement in the Mt. Fern area. The new regulatory signs are equipped with the highest available reflectivity designed to increase visibility at night. The department will continue the installation in 2016, and complete the program in 2018.



New 2015 plow truck with on-board chemical application system.

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|----------|
| | | | | | 1 | 2 |
| | | | | | 8 | 9 |
| | | | | | 15 | 16 |
| | | | | | 22 | 23 |
| | | | | | 29 | 30 |
| | | | | | | |

April 2016

Meetings are held at the Municipal Building unless otherwise noted. *Meetings are held at the Community Center. **Meetings are held at the Township Library.

Meetings:

- Township Council 7:00 p.m.
- Township Council Work Session 7:00 p.m.
- Recreation Advisory Committee 7:30 p.m.*
- Board of Adjustment 7:30 p.m.
- Library Board of Trustees 7:30 p.m.**
- Township Council 7:00 p.m.
- Environmental Commission 7:30 p.m.
- Wildlife Management Advisory Committee 7:00 p.m.

Please visit www.randolphnj.org for the most up to date meeting information.

All meetings are held at the Municipal Building unless otherwise noted. *Meetings are held at the Community Center. **Meetings are held at the Township Library.



March 2016

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|----------|
| | | | | | | |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| | | | | | | |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| | | | | | | |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| | | | | | | |
| 27 | 28 | 29 | 30 | 31 | | |
| | | | | | | |

All meetings are held at the Municipal Building unless otherwise noted.
* Meetings are held at the Community Center. ** Meetings are held at the Township Library.

Please visit www.randolphnj.org for the most up to date meeting information.

* Meetings are held at the Community Center. ** Meetings are held at the Township Library.

Division of Engineering/Water & Sewer

2015 Annual Report

Division of Engineering

The Engineering Division is headed by Engineering Administrator, Ralph Carchia, and utilizes Paul Ferriero of Ferriero Engineering, Inc. as the consulting Township Engineer.

Engineering maintains all technical records with respect to public property, facilities owned and operated by the township as well as current design plans related to township water and sewer infrastructure construction. On a daily basis, the Division inspects on-going development sites, responds to resident inquires, designs and manages small to medium township projects, prepares Requests for Proposals for major construction projects, assists in the planning and execution of Public Works and Water/Sewer projects, and provides assistance to all other departments as needed. Reviews of Planning and Zoning applications are also provided.

The Division of Engineering supervises and coordinates personnel, operations, and all improvement projects within the Water and Sewer Department. On a daily basis the department reviews new or proposed water/sewer improvements and connections for single family homes, commercial properties, subdivisions, and existing infrastructure. The Division also prepares cost estimates, performs inspections of new water and sewer improvements, prepares water and sewer fee calculations, and submits permit applications and records to NJ Department of Environmental Protection (NJDEP), Rockaway Valley Regional Sewerage Authority (RVRSA), Morris County Municipal Utilities Authority (MCMUA), Morris Township, and the Town of Dover for utilities provided to Randolph Township.

Division of Water and Sewer

The Division of Water and Sewer is responsible for the operation and maintenance of all water and sewer infrastructure owned by the Township of Randolph, which includes the following:

WATER SYSTEM

- 140 miles of potable water lines
- 9 water pressure regulating valves
- 1,000 fire hydrants
- 1 water pressure booster station
- 1.4 million gallon water storage tank

SANITARY SEWER SYSTEM

- 75 miles of sanitary sewer lines
- 8 sewerage pumping stations and force mains
- 1,900 sanitary sewer manholes

The township purchases water from the MCMUA. The Division conducts all EPA and NJDEP required water quality testing, and a yearly leak detection survey for the entire water distribution system.

The township collects and conveys sewerage to the Rockaway Valley Regional Sewerage Authority and the Butterworth Treatment Plant.

The following are some 2015 accomplishments:

- The Engineering Division performed design and construction management for the Everdale Road retaining wall reconstruction project.
- Performed design, prepared specifications, and performed project management for the Clover Lane drainage project.
- Performed Sanitary Sewer Infiltration & Inflow Study for the Butterworth Sewer Service Area. Prepared bid technical specifications and performed project management.
- Performed Leak Detection Survey for the entire water distribution system within the township, and repaired all leaks.
- Water & Sewer Department performed the installation of 1,200 linear feet of 8" water main and meter in conjunction with County College of Morris Route 10 Improvements.
- Water & Sewer Department personnel installed new water line interconnection and flow meter at Reservoir Ave & Quaker Church Road.
- Water & Sewer Department staff installed new emergency generator at the Meadowbrook Sewerage Pump Station, and also installed new in-line pressure regulating valve in Queens Court, Mendham Township.



Water & Sewer Department crew installing a new water main for CCM.

The Division of Planning & Zoning Administration/GIS (Geographical Information Systems), through a Planning and Zoning Administrator and a Zoning Officer, administers all matters with regard to land use and planning activities ongoing within the township. Planning and Zoning Administrator Darren Carney serves as a liaison for the administration to the Planning Board and to the Board of Adjustment, providing technical assistance and advising as to the completeness of applications pending before these Boards. The Zoning Officer conducts routine inspections around town responding to complaints for violations of the zoning regulations. If the problem is not resolved, warning notices are sent to the violators prior to the issuance of summonses. Additionally, the Zoning Officer reviews construction applications for compliance with the township zoning regulations and issues zoning permits and zoning certificates of occupancy. In addition to the activities listed above, this Division also maintains the township's GIS mapping systems, and administers the tree protection and replacement ordinance.

| Zoning Enforcement | 2015 | 2014 |
|--------------------|------|------|
| Enforcement Action | 231 | 208 |
| Application Review | 580 | 702 |
| Approvals | 507 | 629 |
| Denials | 73 | 73 |
| Summonses Issued | 27 | 51 |
| Number of Cases | 9 | 22 |



Artist's Rendering of Kensington Square Project

Planning Board

The Planning Board hears development applications that are typically in compliance with the zoning regulations. Plans for the upcoming year include completing the Master Plan Reexamination Report and referrals of ordinance and zoning map changes from the Township Council as part of the Plan Conformance process with the Highlands Regional Master Plan.

| Planning Board | 2015 | 2014 |
|------------------------|-------------|-------------|
| Applications Heard: | 9 | 12 |
| Approved | 2015 | 2014 |
| Site Plans | 6 | 6 |
| Sq. Ft. Nonresidential | 34,516 | 12,962 |
| Variances | 4 | 6 |
| Subdivisions | 0 | 2 |
| # Lots | 0 | 1 |

Board of Adjustment

The Board of Adjustment hears development applications that are not in compliance with the zoning regulations. These may include simple variance requests for setbacks on residential properties to large commercial projects in which the use is not permitted. The Board hears testimony and renders a decision based on the best interest of the township and its residents.

| Board of Adjustment | 2015 | 2014 |
|---------------------|-------------|-------------|
| Applications Heard: | 16 | 25 |
| Approved | 2015 | 2014 |
| Site Plans | 2 | 9 |
| Variances | 15 | 29 |
| Subdivisions | 0 | 1 |
| # Lots | 0 | 1 |

Library

The Randolph Township Free Public Library recently completed an interior renovation. The newly decorated adult study space and water wall as well as the new meeting room are proving popular with library users.

Below are selected highlights from 2015:

- Collection includes books, eBooks, CDs DVDs, Blu-Rays, audiobooks in a variety of formats, magazines, and CD-ROMs.
- Free eBooks, magazines and audiobooks are available for downloading through the **3M** and **Zinio**.
- Free music downloads are offered through **Freegal**.
- Programs offered included concerts, film, lectures, and live performances.
- Story times for babies, toddlers, preschoolers, and elementary school children.
- Book clubs for children and adults.
- Twenty-five computing stations available with cable connectivity as well as wireless Internet access.
- Eight word processing stations, color printing and copying, and an easy-to-use scanner that scans to flash drive or email.
- Five multi-game computers for children.
- Teen area that includes lounge and bistro seating, drafting table, 4 computers with widescreen monitors, black & white laser printer, books, rock, pop, rap, soundtrack CDs, PG-13 DVDs, and magazines to borrow.
- Access to online content including **RefUSA** and **Consumer Reports**.
- Using the Morris Automated Information Network, cardholders are able to place holds on materials system-wide, renew materials online, and request books through the statewide network, JerseyCat.
- Saturday hours 9 a.m. to 12 p.m. mid-June through July were added to the library calendar.

Library Statistics – 2015

| | |
|--------------------|---------|
| Circulation | 283,418 |
| Items owned | 120,640 |
| Program attendance | 10,388 |
| Visits | 119,406 |

Library Operating Budget

| Income | \$ | Expenses | \$ |
|---------------|--------------------|---------------------|--------------------|
| Township | 977,315 | Salaries | 634,127 |
| State Aid | 11,253 | Materials | 151,284 |
| Contributions | 12,469 | Other operating | 338,393 |
| Fines | 17,775 | Capital improvement | 315,278 |
| Other | 134,488 | Programs | 29,496 |
| Income | \$1,153,300 | Expenses | \$1,468,578 |



Randolph Township Library.