

# Township of **RANDOLPH**

*“Where Life Is Worth Living”*

2020 Annual Report | 2021 Event Calendar



# A Message from the Township Manager

2020 Annual Report

## ANNUAL REPORT

In accordance with State Statute, it is my pleasure to present Randolph's Annual Report for 2020. This report reflects on the activities and accomplishments of the past year with a wide range of relevant statistical information, provides a look ahead to the coming year, and features a calendar of upcoming meetings. I hope you will find this report informative.



The year 2020 was unlike any that our current generation has ever experienced. The COVID-19 pandemic began impacting Randolph in early March and in the months that followed caused disruption to just about every element of our operation. I am very proud of how our organization and the community responded to the pandemic and its associated challenges. Staff from across the organization worked diligently to keep every department operational and to maintain services to the public. Concurrently, the community also stepped forward, identifying needs and working with township leadership to address those needs. Together we managed to get through these difficult months and I am optimistic we are heading into 2021 stronger for the experience.

COVID-19 took the lives of 24 residents in 2020. We were saddened by the loss of these residents and urge the community to keep the families who lost loved ones in your thoughts and prayers. We should also not forget the sacrifices made by front line health workers, including our own Public Health staff, and the many other essential workers who worked tirelessly to keep our community safe and functioning. These people are true heroes and we owe them all a debt of gratitude for their efforts.

Randolph continues to be served by 122 full-time and 53 part-time employees, staffing seven departments and the Municipal Court. Approximately 160 emergency service volunteers support the Rescue Squad and four volunteer fire companies. We are further dependent upon an ever increasing number of civic-minded residents serving as volunteers on boards, committees and the township's many recreation programs.

The municipal organization is guided and directed by an elected Township Council who selflessly contribute their time and intellect to ensure the proper governance of the municipality. It is because of the Council's thoughtful leadership that the township has been able to maintain the excellent services, programs and facilities to which residents are accustomed.

Despite the hardships of 2020, the past year also had its share of milestones and accomplishments including:

- The municipal tax rate supporting the township's operations remained stable for the fourth consecutive year.

- The township was recognized by Safewise.com as the 33rd safest municipality in the United States, a testament to the work of our Township Police and emergency service agencies.
- Veterans Community Park on Calais Road opened with a small ceremony in the fall. The new park is a wonderful addition to our award winning network of parks and trails.
- The new cell tower was installed in the back of the municipal building property on Millbrook Avenue to expand and improve cell phone coverage in Randolph.
- Progress was made with the State Department of Transportation on the long-discussed improvements to the Route 10 intersections. The state installed an extension of the left turn lane on Route 10 at the Center Grove intersection and agreed to future improvements at the Canfield Avenue intersection.
- The township welcomed several new businesses in spite of the challenging economic climate. A New Business Welcome packet to assist businesses interested in locating in Randolph Township was developed and a Shop Local sign campaign was initiated to support locally-owned businesses struggling with the impacts of COVID-19 in our community.

With the start of a new year we look forward to setting our sites on a fresh set of objectives including the development of an environmental master plan, the review and consideration of the pending state legislation legalizing recreational cannabis use, and the Diversity and Inclusion Subcommittee report. The number one goal will remain the COVID-19 response including continued support for testing and contact tracing, and coordinating with state and regional partners on the COVID-19 vaccination roll-out. In addition, we look forward to completing a number of important infrastructure improvements including several road paving projects and the replacement of retaining walls at Fords Road and Mountainside Drive.

There are many ways for residents to stay up to date on all township communications. The township maintains a highly informative website at [www.randolphnj.org](http://www.randolphnj.org). You can also follow us on Facebook, Twitter and Instagram, subscribe to our weekly e-newsletter, and/or sign up to be part of the SwiftReach 911 emergency notification system. In addition, residents can follow township happenings by reading the Randolph Quarterly newsletter and attending a Township Council meeting or board and committee meetings, all of which are open to the public.

Please take a few moments to review the information in this report and remember that Randolph's successes result from a team effort that includes our citizens.

Sincerely,

Stephen P. Mountain  
Township Manager

## 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 providing voter registration forms to residents, accepting petitions for vacancies in local elected offices, furnishing materials for local elections, selecting polling areas, and maintaining custody of election results.

### **How does a Township Council function?**

The Mayor, who is elected every year by his and 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](http://www.randolphnj.org).

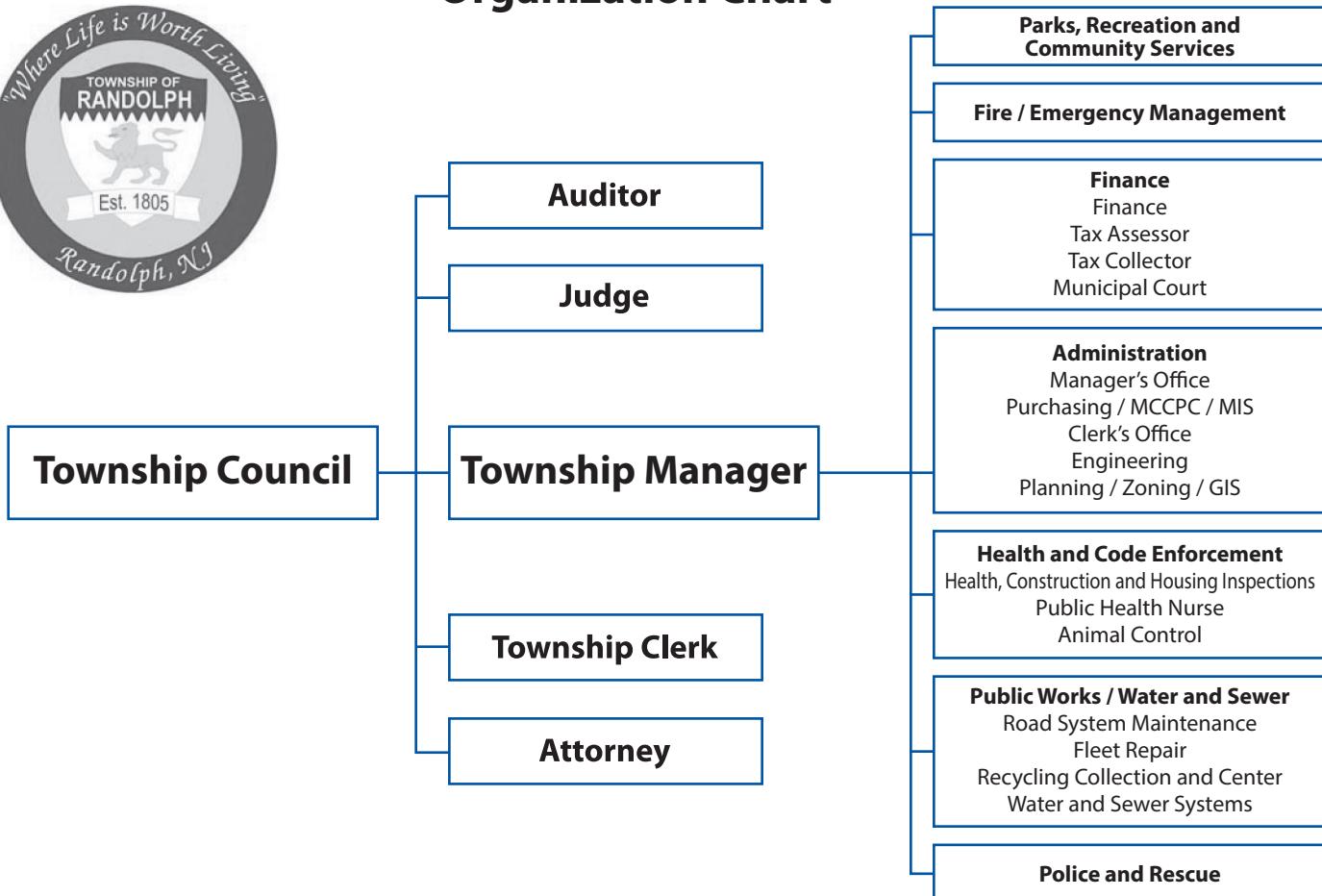
### **Can I review the minutes of the meeting?**

All open session meetings are available for public inspection. You can read the minutes on the township website, [www.randolphnj.org](http://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.

### **Demographics 2010 Census Data (most recent available)**

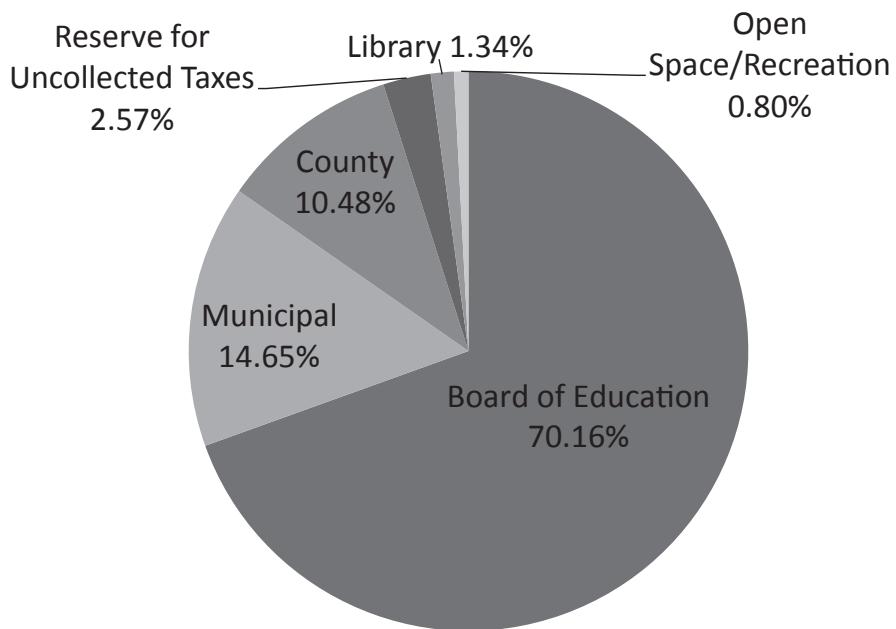
Total Population	<b>25,734</b>
Total Housing Units	9,343
Owner Occupied Housing	71.9%
Renter Occupied Housing	24.6%
Median Age (years)	40.1
Average Family Size	3.26
Median Per Capita Income	\$54,992

## 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 figure illustrates the percentage that each of the jurisdictions received in 2020 from the average taxpayer in the township.



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 2020 ratable base of \$4,338,999,344 represents a 0.22% increase from the prior year.

The Collection Division is administered by Linda Roth, 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 2020 tax levy (including school and county) stands at \$113,878,390.25; the 2020 tax collection rate was approximately 99.34%.

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 the maintenance of records of water consumption and sewage system usage. The Water and Sewer combined budget for 2020 equals \$9,074,974.

## 2020 Tax and Water/Sewer Information

	2020	2019
Tax Parcels	8,449	8,449
Total Assessed Value	\$4,338,999,344	\$4,329,513,506
Ratio to True Value	94.78%	95.16%
Water Accounts	5,999	5,980
Sewer Accounts	4,089	4,068

An error was noted in the 2019 water and sewer account numbers after this report went to print; the statistics above reflect the correction.

## Township of Randolph 2020 Budget Information

TOWNSHIP	2020	% of Total Budget
<b>REVENUES</b>		
Surplus Anticipated	\$5,565,589	17.09%
Miscellaneous Revenues	\$3,212,957	9.87%
Interlocal Service Agreements	\$201,000	0.62%
Federal & State Grants	\$48,085	0.15%
State Aid	1,847,005	5.67%
Receipt for Delinquent Tax	\$550,000	1.69%
Local Tax for Municipal Purpose	\$19,612,277	60.23%
Local Tax for Municipal Library	\$1,522,546	4.68%
<b>TOTAL REVENUES</b>	<b>\$32,559,459</b>	<b>100.00%</b>
<b>EXPENDITURES</b>		
General Government	\$4,715,997	14.48%
Public Safety	\$5,847,655	17.96%
Public Works	\$4,547,576	13.97%
Community Programs	\$2,518,892	7.73%
Municipal Library	\$1,135,977	3.49%
Statutory Charges	\$2,288,953	7.03%
Federal & State Grants	\$48,085	0.15%
Unclassified and Deferred Charges	\$0	0.00%
Liability and Group Insurance	\$4,698,104	14.43%
Debt Service	\$896,165	2.75%
Capital Improvements	\$2,939,700	9.03%
Reserve for Uncollected Taxes	\$2,922,355	8.98%
<b>TOTAL EXPENDITURES</b>	<b>\$32,559,459</b>	<b>100.00%</b>

WATER AND SEWER	2020	% of Total Budget
<b>REVENUES</b>		
Surplus Anticipated	\$2,343,974	25.83%
Reserve for Debt Service	\$181,000	1.99%
Miscellaneous Revenues	\$6,550,000	72.18%
<b>TOTAL REVENUES</b>	<b>\$9,074,974</b>	<b>100.00%</b>
<b>EXPENDITURES</b>		
Administration and Executive	\$1,479,706	16.30%
Operations	\$932,155	10.27%
Service Agreements	\$3,710,341	40.89%
Statutory Charges	\$204,500	2.25%
Debt Service	\$502,272	5.53%
Capital Improvements	\$1,246,000	13.73%
Deferred Charges	\$1,000,000	11.02%
<b>TOTAL EXPENDITURES</b>	<b>\$9,074,974</b>	<b>100.00%</b>

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. Four advisory committees appointed by the Township Council (Recreation, Parks, Wildlife Management, and Trails) work with the department to review and establish programs, policies, and procedures.

### COVID-19

COVID-19 had a major impact on all operations of the department. The loss of programs and events paled in comparison to the lives that were lost or forever altered. With state-mandated shut downs, an emphasis was placed on providing Community Services before cautiously re-opening facilities and resuming programming using health protocols designed to meet the guidelines of the NJ Department of Health. The availability of the Randolph trail system throughout the pandemic, and the later re-opening of parks and programs allowed residents the opportunity to participate in outdoor activities while remaining vigilant for social distancing.

### 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 Brian Palumbo for his many years of contributions to the Recreation Lacrosse program.

Throughout 2020, Randolph offered programs and classes that attracted almost 25,000 registered participants. The uncertainty regarding restrictions and capacity limits led to the cancellation of the spring sports season, many township events, and the closures of the Brundage Park Playhouse and Artworks Studios for most of the year.

The summer day camp operated under strict health guidelines and provided a valuable service to parents and much needed activities to the children in camp. In addition, over 167 youth sports coaches attended Rutgers Youth Sports Coaches training sponsored by the department, and coaches and program volunteers were screened through background checks.

Without access to their normal facilities, Brundage Park Playhouse and Artworks Studios looked for innovative ways to hold programming under changing guidelines for outdoor activities. Utilizing virtual classes as well as outdoor programming such as Comedy Nights, Kids and Adult Cabarets, and treasure hunts in the parks, these programs remained visible while providing much needed and much appreciated activities.

The Community Center on Calais Road is utilized for programs, meetings, and special activities, as well as the Randolph Rompers pre-school program. The Community Center is also designated as one of Randolph Township's emergency warming/charging centers for township residents, and houses the Randolph Township food pantry.

The department is pleased to continue offering expanded programs through our online registration system; 90 percent of all available registrations are now completed online. Registration can be accessed by following the "Parks & Recreation" link on the township's website.

Season or Program	Participants
Fall	1,846
Winter	248
Spring	Cancelled
Summer	1,567
Year Round	1,355
Randolph Park	17,986
Special Events	436
Senior Activities	1,500
<b>2020 Total</b>	<b>24,938</b>

### Parks

The township opened Veterans Community Park with a park dedication ceremony in October that included the burying of the Randolph Time Capsule which is scheduled to be opened in 2045. The Community Garden, located at the park, was able to have a full growing season in 2020. Each of the township's parks is unique and provides facilities for residents of all ages; others include Brundage Park, Freedom Park, Heistein Park, Hidden Valley Park, and Randolph Park.

In addition to maintaining the park system, crews are responsible for maintaining Randolph Trails, which are an integral component to our community's recreation infrastructure. The trail system runs a 16 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 Combs Hollow and Old Brookside roads. 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 2020 included:

- Installation of speed bumps in Freedom Park and Randolph Park
- Installation of a projector screen and overhead projector at the Brundage Park Playhouse
- Removal of outdated equipment and installation of new ramps and platform at the Dog Park
- AEDs installed in Brundage Park Playhouse and Community Center

- Additional AEDs installed at Freedom, Brundage and Heistein parks
- COVID-19 signage installed in all parks
- Construction of raised beds and a shed at the Community Garden in Veterans Park
- Installation of benches, dedication plaque, and time capsule at Veterans Community Park
- Brundage Carrell maintenance yard expanded using in-house resources

## Community Services

Community Services provides programs and support to senior citizens, disabled adults, and others requiring special assistance. In addition to the food pantry, which is located at the Community Center and open Monday through Friday, holiday food distributions are also conducted in November and December. In 2020, an estimated 100 individuals and/or families in Randolph were provided food or household items from the pantry. Through donations from the community, gifts

were provided to over 125 children through the Wish Tree program.

The township's Dial-a-Ride program 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 24 passenger bus and two mini-vans. Our vehicles traveled almost 12,000 miles, transporting over 100 seniors or permanently disabled residents, for a total of 980 trips. Additionally, volunteers delivered 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 website, [www.randolphnj.org](http://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
- Community Dispute Resolution Committee (mediation)

The Municipal Court is served by a part-time Municipal Judge 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.

Among other tasks, the Municipal Court Judge is authorized to issue warrants, search warrants, and temporary restraining orders involving domestic violence cases. The Court Administrator is responsible for overseeing and assisting in the day-to-day operations, dispersing monies to the proper authorities, balancing bank accounts, being available at all times to sign warrants, taking complaints, preparing monthly

reports and budget information, and customer service. The Deputy Court Administrators are responsible for overseeing the office when the Court Administrator is unavailable as well as processing bail, sending indictable offenses paperwork to Superior Court, and customer service. The Violation Clerk is responsible for entering summonses, collecting all fines payable to the court, sending out daily notices, scheduling court cases, making daily deposits, answering phones, and customer service.

### Motor Vehicle

	2020	2019
Complaints Filed	5,997	5,634
Convictions	2,848	5,499
Dismissals	543	1,056
Violations Processed	2,930	5,524
Jail Sentences	2	3
License Suspensions	39	49

### Criminal

	2020	2019
Complaints Filed	975	534
Convictions	343	501
Dismissals	74	84
Violations Processed	343	501
Jail Sentences	0	0
License Suspensions	2	0

In 2020 the Randolph Police Department remained focused and attentive to its core mission of delivering high quality professional police services to the community. The department was able to stay true to its mission despite facing the unprecedented challenges associated with the COVID-19 global pandemic. Service to our residents was never compromised despite the fact that approximately one third of our workforce was exposed and/or infected with the COVID-19 virus at one point during the year. In order to preserve our services and the law enforcement function, the department implemented a never seen before emergency COVID-19 schedule. In addition, the department was able to identify and hire three new officers during the year and successfully oriented them to the department utilizing a rigorous field training officer program. The department continued throughout the year to invest in initiatives that progressively moved the organization forward. The initiatives covered everything from obtaining new equipment to additional training, all of which keeps the department current. In addition, the department maintained existing relationships with local, state and regional stakeholders, and engaged in outreach activities designed to expand upon those existing relationships.

## Key areas addressed in 2020 include:

- Maintained staffing levels and supervision through hiring.
- Successfully completed our second re-accreditation through the State Association of Chiefs of Police
- Managed overtime costs, which achieved the goal of remaining well under budget.
- Obtained body worn cameras for officers to wear in the field which are expected to be implemented in the first half of 2021 after proper training

- Upgraded the In-Car-Camera video recording system capturing the interaction between the officer and the motorist
- Furthered the Conductive Energy Device (TASER) initiative with anticipated implementation during 2021.

In 2021, the department is committed to maintaining and improving upon the high level of service to which the community has become accustom. Still very much in the midst of the COVID-19 Global Pandemic, we will look to implement any actions necessary and adjust accordingly to help ensure that our services are never compromised. In addition, the department will be looking to implement Body Worn Cameras and Conductive Energy Devices during the year after properly training our officers. Lastly, we will be building upon the collaborative partnerships already in place with the schools and law enforcement agencies on both a local and county level.

Police Department Yearly Comparison		
	2020	2019
Number of calls for assistance	42,951	42,737
Patrol miles traveled	263,098	291,492
Number of sworn officers	36	35
Motor vehicles summonses	2,703	4,990
Motor vehicle written warnings	4,786	6,611
Criminal Complaints	121	88
Driving under the influence arrests	15	28
Motor vehicles accidents	545	971
Juvenile arrests	2	18
All other arrests incl. local ordinances	126	183
Crimes Index UCR	100	124

# 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 67 active volunteers and 11 junior members led by Captain Todd Houston and President Christopher Zelley, the Rescue Squad provides the township and its surrounding communities with basic life support services Monday through Friday from 7:00 pm through 6:00 am and 24 hours a day on Saturdays and Sundays. Coverage on Monday through Friday from 6:00 am through 7:00 pm is handled through a township contract with St. Clare's EMS.

In 2020, our volunteer members bravely responded to 753 emergency calls throughout the COVID-19 pandemic. They also attended training courses, performed administrative functions, and provided stand-by services when able to do so. The squad offers transport services to local hospitals and stand-by services at fire calls and during various community events. This past year the squad delivered onsite emergency medical services during

nine different community events in addition to offering 154 birthday drive-by's to community members who were unable to celebrate special occasions due to COVID-19 restrictions. Our volunteers also lead a range of programs including first aid, automated external defibrillator (AED), and cardio-pulmonary resuscitation (CPR) programs for community organizations, youth programs, and professional organizations. All services are provided at no cost.

Our highly trained personnel are nationally- and state-registered Emergency Medical Technicians (EMTs) and are certified in CPR for the Professional Rescuer. In addition, all our volunteers complete an extensive driver training program. All necessary training is provided free of charge, with most of the training done during off-duty hours.

Anyone interested in learning more, volunteering, or supporting the Randolph Rescue Squad should visit the website at [www.randolphrescue.org](http://www.randolphrescue.org). If you have questions, contact the Rescue Squad via email at [info@randolphrescue.org](mailto:info@randolphrescue.org).

The Randolph Township Fire Department continues to serve the residents with volunteer fire and emergency service as it has for over 85 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 80 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 three 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 Anthony Moschella and Deputy Michael Vanadia 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](http://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](http://www.ironiafire.org)
- Fire Company #5, Shongum Mtn., 118 W. Hanover Ave.  
Phone: 973-895-3719, [www.shongummountain.com](http://www.shongummountain.com)

### **Fire Department Activities**

	2020	2019
Structure Fire Responses	3	7
Other Type Fire Responses	51	30
Gas Leaks	39	43
Automatic Fire Alarms	220	259
Other Non-Fire responses	236	231
Mutual Aid	29	28
<b>Total Responses</b>	<b>578</b>	<b>598</b>
	2020	2019
Man-hours – Responses	4,166	4,0339
Man-hours – Training, Education, Maintenance	12,089	14,829
<b>Man-hours – Total</b>	<b>16,255</b>	<b>18,868</b>

## Bureau of Fire Prevention

The Bureau of Fire Prevention is part of the Randolph Township Fire Department and is responsible for the inspection of all buildings within the township. Inspections are done annually, with the exception of all one- and two-family dwellings. Inspections are to ensure compliance with the NJ Uniform Fire Code. The inspectors with the bureau also perform smoke detector/carbon monoxide/fire extinguisher inspections for the sale, re-sale, or change of occupancy for one- and two-family dwellings. Other duties include the investigation of fires, citizen complaints, and with the assistance of fire department members, education programs to the public and to the schools within the township. The Fire Official also serves as the Fire Subcode Official for the Building Department. This position involves performing plan reviews and inspections on any new structure, and additions or alterations to any structures.

### **Fire Prevention Bureau Activities**

	2020	2019
Inspections/Re-Inspections	1,528	1,851
Smoke Detector/CO Alarm/ Fire Extinguisher Inspections	511	444
Incident Investigations	4	9
Public Education Programs	10	47
Fire Subcode Inspections (New Construction)	274	337

The fire department administrative offices are located in the Municipal Building at 502 Millbrook Avenue. The Fire Official and Fire Inspectors may be reached at 973-989-7039 during normal business hours. The Fire Chief and Deputy Fire Chief may be reached by calling 973-989-7098. You may reach individual fire company officers by calling the phone numbers provided. The best time to reach the fire chiefs or company officers is Monday evening between the hours of 7:00 p.m. and 9:00 p.m.



Randolph Township Firefighters work together with surrounding towns to help extinguish a fire in the Town of Dover.

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. Since the COVID-19 pandemic began, the department has shifted its emphasis to pandemic response which includes, but is not limited to, disease investigation and providing public health guidance to Randolph's administration, Board of Education, residents, businesses and other local stakeholders. This shift was done pursuant to the Continuity of Operations Plan in which routine duties and functions were assessed as either standard or essential. Essential services continued at a modified pace where appropriate and standard activities were deferred until permissible under Executive Order. The department also covers construction plan review, building permit issuance, and all phases of building inspections. The department is headed by Mark Caputo, a licensed Health Officer. The Health Officer serves as Ex Officio member to the Randolph Township Board of Health, an advisory board comprised of resident volunteers. 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 Randolph residents and to several other municipalities in the region. 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 sharing of health services is a practice begun by Randolph many years ago as a strategy to enhance the cost efficiency of the department operation. The strategy has been extremely effective, allowing the department to maintain a high level of service while saving Randolph and participating municipalities hundreds of thousands of dollars through the sharing of costs. Under the terms of inter-local service agreements, renewed for another 10 year term in 2020, the Randolph health department covers a combined population of approximately 57,000 providing local health services to 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 ensures that these units remain in a habitable condition consistent with Randolph standards. This division also investigates 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 five year cyclical housing inspections.

**Animal Control Division** conducts activities that are performed by licensed Animal Control Officers in Randolph, Rockaway Borough, and Dover.

This division operates the Randolph Regional Animal Shelter located in Mendham. The division maintains the facility on a daily basis, seven days a week. The division is supported by a large group of volunteers whose duties range from cattery maintenance to dog walking and dog sitting.

Animal Control personnel also participate in rabies prevention services, in animal rescue, in providing care for sick and abandoned animals, and in conducting animal cruelty investigations.

**Public Health Nursing Division** is the heart of the COVID-19 Pandemic response. The division, staffed by public health nurses and professionals has been tasked with conducting disease investigation services according to NJ Department of Health and CDC guidelines. The division has managed to carry out routine nursing services deemed essential. The nursing division plays an integral part in all hazard preparedness activities and is currently engaged in assessing the viability of COVID-19 Point of Distribution (POD) activity in 2021.

In 2020, the nursing division continued to promote the 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. Vaccines made available to township residents through this program are received free of charge via the NJ Department of Health.

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 curb-side trash and recycling collection and recycling center operations. Randolph continued its tradition of excellence in recycling. We ranked amongst the highest recycling rates of all Morris County towns which helped Morris County maintain its outstanding statewide rate. The success of the "Pink Cart" recycling container initiative continued, with a portion of the proceeds donated to the American Cancer Society for breast cancer research.

**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.

### Public Health Nursing

	2020	2019
Total Home Visits	790	970
Chem-23 Blood Profile	0	30
Communicable Disease	1,088	151
Childhood Immunizations	223	347
Adult Immunizations	537	483

### Curbside Collection (in tons)

	2020	2019
Weekly Garbage	137	139
Bi-Annual Bulk	487	355
Newspaper Recycling	37	58
Other Paper Recycling	418	370
Mixed Recyclables	2,683*	2,332*
Appliances/Metal	282	252

\* Curbside single stream tonnage.

### Vital Statistics

	2020	2019
Marriage Licenses Recorded	92	143
Marriage Licenses Issued	105	116
Deaths Recorded	69	43
Births Recorded	239	236
Civil Unions	0	0

### Inspections

	2020	2019
Food/Drink/Vending	63	183
Septic	467	423
Certificate of Habitability	361	436
Multiple Dwelling	890	339

### Animal Control

	2020	2019
Rabies Vouchers	464	495
Dog Licenses	2,084	2,213
Cat Licenses	372	403
Animals to Shelter	189	331
Adopted Animals	119	147
Returned to owner	43	83

### The Construction Department (Code Enforcement)

The Construction Department, supervised by Construction Official Rod Schmidt, continues to successfully utilize 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.

### Construction Department Activities

	2020	2019
New Residential Const.	10	11
New Commercial Const.	1	9
Alteration Permits	1,364	1,607
Inspections	4,894	4,819
Certificates of Occupancy	32	28
Certificate of Approvals	1,247	1,630
Permits & Updates Issued	1,692	1,759



Randolph Regional Animal Shelter staff member with one of the adoptable pets.

The Department of Public Works, headed by Director Tom Sweeney, currently employs 20 full-time employees and five part-time recycling attendants.

### 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 2,200 drainage inlets, 150 storm water outfalls, 74 detention basins and water quality swales, and an estimated 100 miles of storm drains. The division also oversees the snow and ice removal operation, pothole and curb repair, roadside mowing, roadway cleaning, traffic sign maintenance, drainage improvement projects, storm water inlet management, and coordinates the annual roadway striping and overlay programs.

## Division of Recycling

The Division of Recycling operates the Recycling Center, administers the fall leaf and the spring brush collections, and coordinates the mulch delivery program. As part of the recycling operation, this division also delivers the recycled products to facilities which market the materials.

## Division of Fleet Maintenance

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

### Comparison of Seasonal Services Provided

Program	2020	2019
Spring Brush Collection (cubic yards)	6,240	4,210
Fall Leaf Collection (cubic yards)	22,300	23,060
Road Overlay Program (miles)	3.81	4.79

### Major departmental projects and accomplishments during 2020:

- The overlay program of municipal roads entails upgrading and repairing over 179 catch basins to comply with environmental mandates regarding storm water systems and to be structurally sound. The department milled and repaved 3.81 miles of the municipal road system.
- The department initiated and completed the El Shaer Court island removal and paving project.
- The department completed several large storm water drainage projects which were on Old Shunpike Road and Quaker Hill Lane. The department completed storm water improvements in association with Phase III of the Meadowbrook Road drainage project.
- The department collected 1,681 Christmas trees which were grinded into mulch.
- Two unanticipated major storms resulted in wide-spread power outages and downed trees which constituted providing special curbside branch collection services to residents. The December 2019 ice storm resulted in a collection in January of 8,200 cubic yards of brush and Hurricane Isaias in August resulted in a collection of 10,830 cubic yards of brush.



Township Public Works staff remove vegetative island from El Shaer Court cul-de-sac fulfilling a request from local residents.



Township Public Works staff install drainage swale for a stormwater management project on Quaker Hill Lane.

## Division of Engineering

The Division of Engineering is headed by Engineering/Water & Sewer Administrator, Wayne Corsey, and utilizes Paul Ferriero of Ferriero Engineering, Inc. as the consulting Township Engineer.

Engineering maintains all technical records with respect to public property, township facilities, and water and sewer infrastructure. On a daily basis the division inspects ongoing development sites, responds to resident inquiries, 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

- 145 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

- 82 miles of sanitary sewer lines and force mains
- 10 sanitary sewer pumping stations
- 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 2020 accomplishments:***

- Performed project management and inspection of Meadowbrook Road improvements (Phase 3). Construction was completed in summer 2020.
- Prepared design, performed project management and inspection of Old Shunpike Road drainage improvements to address flooding and erosion issues on the roadway.
- Prepared bid and design documents for retaining wall replacement for intersection of Fords Road and Millbrook Avenue with construction slated for spring 2021.
- Performed project management and inspection for Brookside Road improvements. Construction was completed in summer 2020.
- Performed project management and inspection for Veterans Community Park. Construction was completed in summer 2020.
- Performed project management and inspection of the installation of the new cell tower to replace the existing cell tower in the rear parking lot of the Municipal Building.
- Performed project management and inspection of granite block curb installations on Clover Lane, Jennifern Avenue, East Elizabeth Drive and Fords Road to address stormwater erosion issues.
- Completed inspections and coordinated with contractor for the removal of over 145 dead trees that were impacted by the Emerald Ash borer infestation.
- Coordinated the completion of design plans and construction documents with township consulting engineer for proposed upgrades to the existing Meadowbrook Road and County College of Morris (CCM) Pump Stations.
- Prepared design, performed project management and inspection of Leslie Avenue water main extension to service homes on Leslie Avenue. Water & Sewer staff installed water main extension.
- Performed project management for replacement of 10 fire hydrants on Willow Drive and Misty Mountain Road. Water & Sewer staff inspected installation of fire hydrants by contractor.
- Completed water system leak detection audit. Completed water main repairs of 20 leaks in township water system.

The Division of Planning & Zoning Administration/GIS (Geographical Information Systems) administers all matters with regard to land use and planning activities ongoing within the township. Planning and Zoning Administrator Darren Carney serves as liaison for the administration to the Planning Board and to the Board of Adjustment, advises and determines the completeness of applications pending before these boards, supervises the development and maintenance of the GIS and related systems, and acts as the municipal housing liaison for the purpose of administering the township's affordable housing program pursuant to the Fair Housing Act. The Zoning Officer reviews applications for development and/or construction to determine compliance with zoning standards prior to the issuance of construction permits, issues zoning permits and zoning certificates of occupancy, performs regular inspections within the township to ensure compliance with zoning ordinances and approvals, and issues notices and/or summonses for violations of the zoning code or violations of site plan conditions as set by the Planning Board or Board of Adjustment. During 2020 the division worked with numerous restaurants in the township to permit safe, temporary outdoor dining as their normal business operations were restricted by various NJ Executive Orders related to the Covid-19 State of Emergency.

Zoning Enforcement	2020	2019
Application Review	941	893
Approvals	853	755
Denials	88	140
Summonses Issued	0	3
Number of Cases	1	4

## 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.

The board is comprised of seven regular members and two alternates. The regular members serve four-year staggered terms; and the alternates serve two-year terms. Alternates only vote when a quorum of the regular members is not present. All members are citizen appointees.

Board of Adjustment	2020	2019
Applications Heard:	14	19
Approved	2020	2019
Site Plans	2	3
Variances	14	19
Subdivisions	1	0
# Lots	0	0

## Planning Board

The Planning Board hears development applications that are typically in compliance with the zoning regulations. Plans for the upcoming year include anticipated revisions to the Housing Element & Fair Share Plan, creation of a Design and Architectural Standards section of the Master Plan, and review of redevelopment applications for properties along Route 10 and in Mount Freedom.

The board is comprised of six appointed members, one of which is the Mayor or Mayor's designee, and one Council member. Appointed citizens make up the remainder of the Board, serving four-year staggered terms or annual terms depending on class of appointment.

Planning Board	2020	2019
Applications Heard:	10	12
Approved	2020	2019
Site Plans	8	7
Sq. Ft. Nonresidential	1900	0
Variances	6	6
Subdivisions	3	4
# Lots	1	2



Architect's rendition of proposed new Performance Ford dealership and service center.

The Randolph Township Free Public Library experienced a year like no other. The pandemic shifted the service model and required the library to adopt other modes of providing the high level of service to which its patrons are accustomed.

### Below are selected highlights from 2020:

- Programs offered included in-person programs at the beginning of the year which shifted to online programs due to the pandemic. The staff quickly adopted a Zoom storytime, book clubs, and other online programs for adults and children. A YouTube channel and a Lifestyle Blog were also launched.
- Collection includes books, eBooks, CDs, DVDs, Blu-Rays, audiobooks in a variety of formats, magazines, and newspapers. There are also some small specialty collections such as Books in a Bag for use by book clubs and Health Bags for certain health-related issues.
- Free eBooks, magazines, and audiobooks are available for downloading through Cloud Library and PressReader.
- A new MAIN App became available to put the library resources at people's fingertips.
- A new lifestyle blog was created to encourage people to use the library resources to enhance their lives.
- Story times for babies, toddlers, preschoolers, and elementary school children.
- Book clubs for children and adult
- A Museum Pass Program that allows residents to borrow passes to Imagine That!!!, the Morris Museum, the Frick Collection, the American Museum of Natural History, the USGA Golf Museum, the Museum of Early Trades & Crafts and the Intrepid Sea, Air and Space Museum.
- Twenty-six 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.
- Five multi-game computers for children.
- Teen area that includes lounge and bistro seating, drafting table, four computers with widescreen monitors, books, and magazines to borrow
- Expanded graphic novel and manga collection.
- Access to online content including *Consumer Reports*, *RefUSA*, *HeritageQuest Online*, and *Mometrix eLibrary*.
- 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.
- A Waterwall Gallery that exhibits the art of local artists.
- Three meeting rooms for use by local non-profit groups and individuals.

### Library Statistics – 2020

Circulation	173,225
Items owned	121,423
Program attendance	65,036
Visits	45,519

### Library Operating Budget

Income	\$	Expenses	\$
Township	1,135,977	Salaries	612,828
State Aid	11,151	Materials	185,419
Contributions	936	Programs	12,569
Fines	4,385	Other operating	265,958
Other	82,697	Capital improvement	3,017
<b>Total</b>	<b>\$1,235,146</b>	<b>Total</b>	<b>\$1,079,791</b>



A display of the books and related bags in the Health Corner section of the library.



### GIFT OF PEACE BOOK DRIVE

200 BOOKS ON  
DIVERSITY AND  
INCLUSION



PIC-COLLAGE

The Randolph PEACE (Partnership Endeavor for All Citizens' Equality) organized a donation drive of new children's books to add to the diversity of our library's collection.



# March 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>1</b> Planning Board 7:00 p.m.	<b>2</b> Economic Development Committee 7:00 p.m. Traffic Advisory Committee 7:00 p.m.	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<b>7</b>	<b>8</b> Board of Health 7:00 p.m.	<b>9</b> Parks Advisory Committee 7:30 p.m.*	<b>10</b>	<b>11</b> Recreation Advisory Committee 7:00 p.m.* Library Board of Trustees 7:30 p.m.** Board of Adjustment 7:30 p.m.	<b>12</b>	<b>13</b>
<b>14</b>	<b>15</b> Planning Board 7:00 p.m.	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>
			Trails Advisory Committee 7:00p.m.*	Township Council 6:00 p.m.		
				<b>25</b>	<b>26</b>	<b>27</b>
				Wildlife Management Advisory Committee 7:00 p.m.*	Board of Adjustment 7:30 p.m.	
				<b>31</b>	Municipal Alliance Committee 9:00 a.m.	

All meetings are held at the Municipal Building unless otherwise noted (many are now held virtually due to COVID). Please visit [www.randolphnj.org](http://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.

# April 2021



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

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# May 2021

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

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# June 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Economic Development Committee 7:00 p.m.	2	3	4	5
6 7 Planning Board 7:00 p.m.	8 Parks Advisory Committee 7:00 p.m.* Recreation Advisory Committee 7:00 p.m.*	9 Library Board of Trustees 7:30 p.m.**	10 Township Council 7:00p.m. Board of Adjustment 7:30 p.m.	11 12		
13 14 Board of Health 7:00 p.m.	15 16 Trails Advisory Committee 7:00 p.m.*	17 18	19	20 21 Planning Board 7:00 p.m.	22 23 Environmental/Landmarks Committee 7:30 p.m.	24 25 Township Council 6:00 p.m. Board of Adjustment 7:30 p.m.
26	27 28 Municipal Alliance Committee 7:00 p.m.	29 30				

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# July 2021

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

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# August 2021

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

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# September 2021

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

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# October 2021



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	
<b>3</b>	<b>4</b>	<b>5</b> Economic Development Committee 7:00 p.m. Traffic Advisory Committee 7:00 p.m.	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>
				Township Council 6:00 p.m.		
<b>10</b>	<b>11</b>	<b>12</b> Board of Health 7:00 p.m.	<b>13</b>		<b>14</b> Recreation Advisory Committee 7:00 p.m. Library Board of Trustees 7:30 p.m.** Board of Adjustment 7:30 p.m.	<b>15</b>
						<b>16</b>
<b>17</b>	<b>18</b>	<b>19</b> Planning Board 7:00 p.m.	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>
				Trails Advisory Committee 7:00 p.m.*	Township Council 6:00 p.m.	
<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>		<b>28</b>	<b>29</b>
					Municipal Alliance Committee 9:00 a.m.	
					Board of Adjustment 7:30 p.m.	<b>30</b>
						<b>31</b>

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# November 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>1</b> Planning Board 7:00 p.m.	<b>2</b> Economic Development Committee 7:30 p.m. Traffic Advisory Committee 7:00 p.m.	<b>3</b> Township Council 7:00 p.m.	<b>4</b>	<b>5</b>	<b>6</b>
<b>7</b>	<b>8</b> Board of Health 7:00 p.m.	<b>9</b> Parks Advisory Committee 7:00 p.m.*	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>
<b>14</b>	<b>15</b> Planning Board 7:00 p.m.	<b>16</b>	<b>17</b>	<b>18</b> Township Council 6:00 p.m. Recreation Advisory Committee 7:00 p.m.* Board of Adjustment 7:30 p.m.	<b>19</b>	<b>20</b>
<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>
<b>28</b>	<b>29</b>	<b>30</b> Municipal Alliance Committee 7:00 p.m.				

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# December 2021

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

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# January 2022

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

All meetings are held at the Municipal Building unless otherwise noted (many are now held virtually due to COVID). Please visit [www.randolphnj.org](http://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.

# Hours of Operation – Whom to Call

2020 Annual Report

## 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 the township website.

### 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  
7:00 a.m. – 3:00 p.m.

### Recycling Center

Intersection of Morris & Sussex Turnpike  
973-989-7050  
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 from this schedule.

### Community Center and Recreation Offices

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

## 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

### Wayne Corsey

Engineering Administrator,  
Water and Sewer  
973-989-7068

### POLICE

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

### Will Harzula

Lieutenant, Investigations  
973-989-7033

### Jeff Gomez

Lieutenant, Services  
and Administrative  
973-989-7013

### Keith Donovan

Lieutenant, Patrol  
973-989-7018

### FIRE

**Anthony Moschella**  
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

**Wandaly Obama**  
Deputy Court Administrator  
973-989-7054

### FINANCE

**Darren Maloney**  
Chief Financial Officer  
973-989-7045

**Linda Roth**  
Treasurer/Tax Collector  
973-989-7047

### Glen Sherman

Tax Assessor  
973-989-7075

### HEALTH AND CONSTRUCTION CODE

**Mark Caputo**  
Director  
973-989-7050

**Rod Schmidt**  
Construction Official  
973-989-7071

**Erika Barkman**  
Animal Control Officer  
973-989-7050

### PUBLIC WORKS

**Tom Sweeney**  
Director  
973-989-7086

### PARKS, RECREATION, AND COMMUNITY SERVICES

**Russ Newman**  
Director  
973-989-7081

**Steve Eisenstein**  
Assistant Director  
973-989-7081

### LIBRARY

**Lore Reinhart**  
Director  
973-895-3556

**Robert Tambini**  
Assistant Director  
973-895-3556



Township of Randolph  
Randolph, NJ 07869-3799

PRESORTED  
STANDARD  
U.S. POSTAGE  
**PAID**  
DOVER, NJ 07801  
PERMIT NO. 273

**RESIDENT  
Randolph, NJ 07869**

**2021  
Township Council**



**Mark Forstenhausler**  
Mayor



**Marie Potter**  
Deputy Major



**Christine Carey**



**James B. Loveys**



**Lou Nisivoccia**



**Lance Tkacs**



**Joanne Veech**



*Veterans Community Park on Calais Road dedicated on October 17, 2020*