

Township of  
**RANDOLPH**

*"Where Life Is Worth Living"*



**2014**  
**Annual Report**  
*2015 Event Calendar*

## ANNUAL REPORT

In accordance with State Statute, it is my pleasure to present Randolph Township's Annual Report for 2014. This report looks back at the township's many accomplishments during the past year. It also features a calendar of important municipal events, along with a wide range of relevant statistical information on our operation which I hope you will find informative.



It was my honor and privilege to be appointed by the Township Council this past April as Township Manager. I follow a select group of individuals, including my immediate predecessor, John Lovell who served Randolph Township for over 17 years prior to his retirement in March, and my mentor and long time Manager J. Peter Braun (1973 – 1995). The legacy of professional management these two gentlemen established paved the way for my seamless transition into the Manager's position. They also set a standard of excellence for the position of Township Manager, and the organization as a whole, which I aim to continue.

The information in this document is important because it provides a measure of the quality of life in Randolph Township. The desirability and attractiveness of our community is linked to the reputation garnered by the local government for delivering services and programs in a professional, ethical, and efficient manner.

One of the many areas in which our community stands above the rest is the township's outstanding Parks/Trail system and award winning recreation facilities. The township maintains twenty miles of linear trails, over 1,000 acres of park land, including five developed parks featuring well manicured grass and synthetic turf fields, as well as modern infrastructure and facilities for all types of recreational activities. The tax burden of residential development is diminished and value is added to existing property by our abundant natural preserves and developed parkland. This year we will be engaging in a process to update Randolph Township's Parks and Recreation Master Plan. The Plan will set the course for township parks, recreation, and trail initiatives for the next decade. The success of the plan will, in large part, depend on the participation and input by Randolph citizens. I encourage you to make your voice heard in this planning process.

The following pages summarize the performance of our programs and departments, and illustrate how your tax dollars are invested by the municipal government. The greatest portion of this investment covers the personnel who support and deliver our municipal services. We are fortunate to be served by a diverse group of 121 full-time employees, numerous part-time/seasonal staff, and an outstanding team of volunteers.

I am proud to report that in 2014, the township met or made significant progress on all of the primary goals established for the year. The highlights include:

The completion of renovations on the kennel facility in Mendham's India Brook Park on Ironia Road, allowing the new Randolph Regional Animal Shelter to open.

A fire engine for the Millbrook Fire Company No. 2 was purchased in 2014 and is expected to be delivered shortly. In addition, new vehicles have arrived for the Senior Citizen Transportation program, as well as other various departments within the township.

A contract was awarded for the update of the municipal tax map, and the updated map was prepared and submitted to the State Division of Taxation for approval. A contract was also awarded for the Tax Revaluation Project ordered by the Morris County Board of Taxation.

The township's curbside recycling program was successfully privatized, saving taxpayer dollars and paving the way for the conversion to single stream collection.

A Water Master Plan was completed and is currently under review by the Engineering Department. The plan will form the basis for the next decade of water infrastructure improvements by the township's water utility.

The Library's Children's Room expansion was completed during the year, as well as several remaining site issues left over from the renovation.

In 2015 our organization will be presented with both challenges and opportunities. It is anticipated that we will be focusing on a number of initiatives. These include the aforementioned Parks and Recreation Master Plan, the update of the Township Master Plan, the development of a new communication tower at the Municipal Building, the start of the long awaited Sussex Turnpike improvement project by Morris County, the township-wide revaluation, and several public improvement projects aimed at maintaining the facilities and infrastructure important to our community.

As you can see, your municipal government in Randolph Township continues to be very active, and we look forward to another productive year in 2015. I encourage you to take a moment to review the information in this report, and to find ways to get involved in the coming year. The meetings listed in the calendar are open to the public, and it is hoped you will choose to participate in the democratic process so important to our community's on-going well being.

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 who 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. Thirteen 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.

### **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](http://www.randolphnj.org).

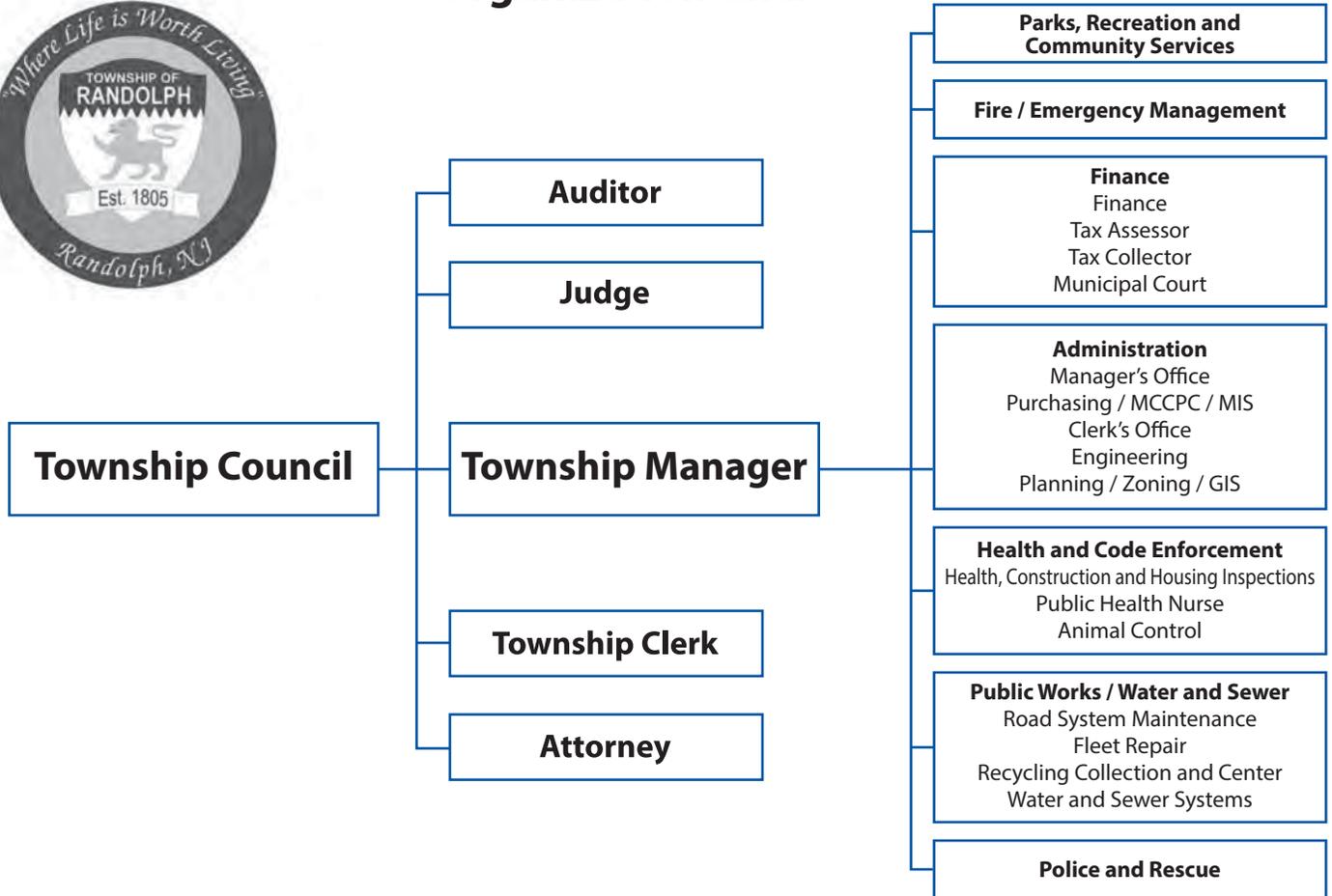
### **Can I review the minutes of the meeting?**

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

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

## 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 2014 from the average taxpayer in the township.



**School – 69.39%**

**Municipal – 14.91%**

**County – 10.56%**

**Reserve for Uncollected Taxes – 2.95%**

**Library – 1.35%**

**Open Space / Recreation – 0.84%**

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 Barbara Gothie, 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 2014 ratable base of \$2,897,693,579 represents a 0.18% decrease 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 2014 Tax Levy stands at \$103,148,967.

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 2014 equals \$6,899,437.

### 2014 Tax and Water/Sewer Information

	2014	2013
Tax Parcels	8228	8228
Total Assessed Value	\$2,897,693,579	\$2,903,013,353
Ratio to True Value	68.75%	68.09%
Water Accounts	5709	5697
Sewer Accounts	3921	3912

## Township of Randolph 2014 Budget Information

TOWNSHIP	2014	% of Total Budget
<b>REVENUES</b>		
Surplus Anticipated	\$2,894,000	10.00%
Miscellaneous Revenues	\$3,010,438	10.40%
Interlocal Service Agreements	\$256,984	0.90%
Federal & State Grants	\$13,498	0.05%
State Aid	\$1,847,005	6.38%
Receipt for Delinquent Tax	\$950,000	3.28%
Local Tax for Municipal Purpose	\$18,574,216	64.14%
Local Tax for Municipal Library	\$1,406,764	4.86%
<b>TOTAL REVENUES</b>	<b>\$28,952,905</b>	<b>100.00%</b>
<b>EXPENDITURES</b>		
General Government	\$4,351,543	15.03%
Public Safety	\$5,467,973	18.89%
Public Works	\$3,949,846	13.64%
Community Programs	\$2,289,194	7.92%
Municipal Library	\$954,651	3.30%
Statutory Charges	\$2,134,911	7.37%
Federal & State Grants	\$13,500	0.05%
Unclassified and Deferred Charges	\$125,100	0.44%
Liability and Group Insurance	4,322,000	14.93%
Debt Service	\$1,088,126	3.76%
Capital Improvements	\$1,188,500	4.10%
Reserve for Uncollected Taxes	\$3,067,561	10.60%
<b>TOTAL EXPENDITURES</b>	<b>\$28,952,905</b>	<b>100.00%</b>

WATER AND SEWER	2014	% of Total Budget
<b>REVENUES</b>		
Surplus Anticipated	\$40,000	0.58%
Miscellaneous Revenues	\$6,859,437	99.42%
<b>TOTAL REVENUES</b>	<b>\$6,899,437</b>	<b>100.00%</b>
<b>EXPENDITURES</b>		
Administration and Executive	\$1,341,392	19.44%
Operations	\$912,094	13.22%
Service Agreements	\$2,872,000	41.63%
Statutory Charges	\$200,000	2.90%
Debt Service	\$348,951	5.06%
Capital Improvements	\$1,225,000	17.76%
<b>TOTAL EXPENDITURES</b>	<b>\$6,899,437</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. Two advisory committees appointed by the Township Council (Recreation and Parks) 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 Rob Drucker for his many years of service to the Randolph Little League program.

Throughout 2014, Randolph offered almost 200 programs and classes with 52,708 registered participants. Continuing programs offered included a youth triathlon, a field hockey clinic, and youth volleyball. Many new activities were planned for Summer Day Camp, Teen Travel Camp, and the Summer Sports Camps. In addition, 141 youth sports coaches attended Rutgers Youth Sports Coaches Training sponsored by the Department.

The Community Center on Calais Road is utilized for programs, meetings, and special activities as well the Randolph Rompers pre-school program. In addition, the Community Center is designated as Randolph Township's warming/charging center for township residents. Fortunately, after the severe weather of 2011 and 2012, the Community Center did not need to be utilized for this purpose in 2014.

The Community Center complex has improved parking for the Library and Community Center, expanded storage, meeting rooms, and offices as well as a Senior Room, which is dedicated space for senior activities.

The Department is pleased to continue offering expanded programs through our online registration system. Ninety percent of all available registrations are now completed on-line; the system can be accessed via the township's web site ([www.randolphnj.org](http://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 2014 included:

- ✓ New park signs installed at Brundage Sussex, Randolph Park Baseball Field, Randolph Park Beach, and Tamarack Fields.
- ✓ Agility equipment at Dog Park repaired and painted.
- ✓ Renovation of bathroom at VFW in conjunction with other township staff.
- ✓ Renovation of the new Randolph Regional Animal Shelter in conjunction with other township staff.
- ✓ Kiwanis Park playground renovation completed with installation of new playground equipment (thanks to fundraising efforts by Randolph Kiwanis Club and neighborhood group).
- ✓ Steps, ADA-accessible ramp, and new sidewalk installed at Artworks Studio. New windows were also installed at Artworks Studio.
- ✓ Fencing installed at Community Center playground.
- ✓ Deck steps repaired at Randolph Park.
- ✓ Tennis and basketball courts at Brundage Park repaired and resurfaced.
- ✓ HVAC system at Brundage Park Playhouse replaced.
- ✓ Installed kitchen equipment for Community Center food pantry donated by Randolph Rotary Club.
- ✓ Merry-Go-Round installed at Brundage Park playground.
- ✓ Renovation of grass infields at Freedom Park Babe Ruth, Freedom Park Little League, and Heistein 2A Little League fields.

There were also three commemorative bench dedications in 2014:

- Steve O'Mara – Cohn Farm Trail
- Chris Hellwig – Heistein Park Pond Trail
- Paul Kull – Kiwanis Park

For further information on the Commemorative Tree and Bench Dedication program, please visit the township website.

Program Season	Participants
Fall	2,460
Winter	2,395
Spring	4,360
Summer	3,504
Year Round	1,145
Randolph Park	11,406
Special Events	22,699
Senior Activities	7,403
<b>2014 Total</b>	<b>55,372</b>

## 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 2014, 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 30,583 miles, transporting over a hundred seniors or permanently disabled residents at various times to and from their destinations; a total of 3,563 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](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 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

	2014	2013
Complaints Filed	6603	5451
Convictions	5013	4323
Dismissals	501	703
Violations Processed	5216	4458
Jail Sentences	13	19
License Suspensions	75	79

### Criminal

	2014	2013
Complaints Filed	719	561
Convictions	583	609
Dismissals	138	167
Violations Processed	672	643
Jail Sentences	6	7

The dedicated men and women who make up the Randolph Township Police Department are committed to earning both your trust and your respect.

The police department, as the most visible form of local government, works hard every day to deliver the finest police services to our residents. We continue to seek the newest and most innovative ways to provide those services as we adapt and evolve to the ever-changing law enforcement environment.

In 2014, the police department continued to make great strides while achieving several noteworthy accomplishments. The accomplishments can be seen, felt, and realized on a day-to-day basis, but have a long-term footprint as well. The accomplishments cover a broad spectrum, and contribute heavily to increased efficiency. A significant amount of time and effort has gone into transforming the department, and the accomplishments of 2014 will continue to be felt for years to come.

Key challenges addressed, and accomplished, in 2014 include:

- Hired seven (7) new officers who successfully completed an extensive Field Training Program.
- Achieved 2014 staffing goal of thirty-six (36) sworn officers.
- Promoted three officers to the rank of Sergeant to fill vacancies created by retirements and promotions.
- Restructured the Detective Bureau and the Support Services Unit by adding an additional officer to each unit.
- Transferred to the County Communications Center Records Management System from an in-house system.

- Implemented Electronic Ticketing in the primary patrol vehicles.
- Continued working with both the County College of Morris and the Randolph Township School District to enhance school safety.

During the upcoming year, the department will continue to meet the core law enforcement needs of the community with an emphasis on professional standards expected from an accredited agency. Furthermore, the department will look to further build upon, and enhance, the accomplishments of 2014.

### Police Department Yearly Comparison

	2014	2013
Number of calls for assistance	42,295	43,106
Patrol miles traveled	246,302	257,450
Number of sworn officers	36	30
Motor vehicles summonses	5,172	3,834
Motor vehicle written warnings	2,985	2,752
Criminal Complaints	174	165
Driving under the influence arrests	63	51
Motor vehicles accidents	1,187	1,128
Juvenile arrests	18	11
All other arrests incl. local ordinances	203	245
Crimes Index UCR	191	193

## 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 10,000 hours last year responding to 803 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.

Our highly trained personnel are nationally and state-registered Emergency Medical Technicians (EMTs), and are certified in cardio-pulmonary resuscitation (CPR) for the Professional Rescuer. All necessary training is provided free of charge, with most of the training done during off-duty hours.

The Randolph Rescue Squad is actively seeking volunteers; all necessary training is provided free of charge. Anyone interested in becoming a member should visit the Rescue Squad's website, [www.randolphrescue.net](http://www.randolphrescue.net) and complete the online application. If you have questions, contact the Rescue Squad via email at [info@randolphrescue.net](mailto:info@randolphrescue.net).

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](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)

<b>Fire Department Activities</b>		
	<b>2014</b>	<b>2013</b>
Structure Fire Responses	9	3
Other Type Fire Responses	61	62
Gas Leaks	1	3
Automatic Fire Alarms	168	204
Other Non-Fire responses	281	281
Mutual Aid	28	Not Tracked
<b>Total Responses</b>	<b>548</b>	<b>553</b>

	<b>2014</b>	<b>2013</b>
Man-hours – Responses	5,947	5,346
Man-hours – Training, Education, Maintenance	14,649	17,295
<b>Man-hours – Total</b>	<b>20,596</b>	<b>22,641</b>

## Bureau of Fire Prevention

The Bureau of Fire Prevention is part of the 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, additions or alterations to any structures.

<b>Fire Prevention Bureau Activities</b>		
	<b>2014</b>	<b>2013</b>
Inspections/Re-Inspections	736	863
Violation Notices Issued	433	449
Smoke Detector/CO Alarm/ Fire Extinguisher Inspections	350	332
Incident/Complaint Inspections	24	12
Public Education Programs	38	43
Fire Subcode Inspections (New Construction)	345	374

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.

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 Health Officer, 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 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 2014 marks the four year 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 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 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 pound. Animal Control personnel participate in rabies prevention services, animal rescue, provide care for sick and abandoned animals, and conduct animal cruelty investigations.

The coming year marks the opening of the newly renovated Randolph Regional Animal Shelter located in Mendham Township. The new facility provides the community with the space and modern amenities necessary to properly manage the animals in the care of the Animal Control Division. The project was completed at minimal cost to Randolph taxpayers through a creative partnership with Mendham Township and the use of a design/construction team comprised 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 2014, the Division provided a number of special public health nursing services highlighted by the Adult Vaccine for Children Program. The program offers free vaccines to adults who are uninsured or underinsured. The program is well utilized by residents, particularly those who are between medical homes due to changes in employer sponsored health insurance.

**Recycling and Solid Waste Division** performs oversight to the curbside trash and recycling collection and recycling center operations. In 2014, this Division provided support and coordination for the privatization of curbside recycling collection and the transition to single stream curbside recycling which took effect in January 2015.

**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. As in the past, certified copies of birth, marriage, civil union, and death certificates are available from this Division, in addition to other documents mandated under state rules governing vital statistics.

**Public Health Nursing**

	2014	2013
Total Home Visits	594	553
Chem-23 Blood Profile	60	57
Communicable Disease	368	386
Childhood Immunizations	255	263
Adult Immunizations	987	1407

**Curbside Collection (in tons)**

	2014	2013
Weekly Garbage	174	170
Bi-Annual Bulk	291	273
Newspaper Recycling	462	732
Other Paper Recycling	513	928
Mixed Recyclables	2011	1304
Appliances/Metal	259	256

**Vital Statistics**

	2014	2013
Marriage Licenses	120	104
Births Recorded	140	218
Deaths Recorded	37	36
Civil Unions	0	0

**Inspections**

	2014	2013
Food/Drink/Vending	170	182
Septic	205	283
Certificate of Habitability	476	515

**Animal Control**

	2014	2013
Rabies Vouchers	842	655
Dog Licenses	2545	2618
Cat Licenses	531	584
Animals to Shelter	422	449
Adopted Animals	141	117
Returned to owner	100	136

**Construction Code Services**

The “Building Department”, supervised by Construction Official Rod Schmidt, underwent a major transition in 2014. Randolph and Roxbury implemented a new shared service agreement wherein the services of the Construction Official are now shared. 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.

**Building Department Activities**

	2014	2013
New Residential Const.	3	17
New Commercial Const.	3	2
Alteration Permits	1681	1770
Inspections	5576	6263
Certificates of Occupancy	48	52
Certificate of Approvals	1360	1544
Permits & Updates Issued	1806	1895



Animal Control staff and volunteers meet with Senator Anthony Bucco.

The Department of Public Works, headed by Director Tom Spring, currently employs 21 full-time employees and 6 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 operates the Recycling Center, provides for snow and ice removal, and administers leaf collection, spring brush collection, roadside mowing, and mulch delivery programs. Additionally, this Division manages fleet maintenance for all Public Works vehicles, the township's police, fire, ambulance, and administrative vehicles and controls roadway cleaning, traffic sign maintenance, and coordinates the annual roadway striping and overlay programs.

<b>Comparison of Seasonal Services Provided</b>		
<b>Program</b>	<b>2014</b>	<b>2013</b>
Spring Brush Collection (cubic yards)	2,020	6,000
Fall Leaf Collection (cubic yards)	12,325	13,196
Road Overlay Program	3.27	3.11

***Major departmental projects and accomplishments during 2014:***

- The winter of 2014 netted 21 snow/ice events. These events required the pre-treatment of roads, plowing, and/or salt applications. Randolph continued to integrate computerized equipment in the existing fleet to apply salt/chemical to road surfaces. This application process reduces the amount of salt that is used during an event and decreases the negative impact of heavy salt applications on the environment.
- The overlay of municipal roads entails upgrading all catch basins to comply with environmental mandates regarding storm water systems. In 2014, 3.27 miles of the municipal road system were milled and repaved.
- A significant Department of Public Works project for 2014 was the reconstruction of Middlebury Road and a section of Alpine Drive. This road was in major disrepair due to subgrade failure that resulted in pavement deterioration. The road was reclaimed, and cement was added to the base material to increase its strength.
- The Department upgraded the drainage basins on the sections of Quaker Church Road and Millbrook Avenue that are scheduled to be paved during 2015.
- Shade tree trimming was increased to provide safer roads for vehicular traffic and for pedestrians to transverse throughout the township streets.
- To avoid premature failure of township roads, the crack sealing program was increased in order to prevent moisture from penetrating the pavement surface.



Township road crews at work – at left preparing Quaker Church Road for resurfacing, and at right rebuilding a stormwater catch basin.

## 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 2014 accomplishments:*

- The Engineering Division obtained a \$165,000 NJDOT grant for the milling and resurfacing of Millbrook Avenue.
- Performed design, prepared specifications, and awarded contract for the milling and resurfacing of Quaker Church Road.
- Water and Sewer Department personnel assisted in the renovation and construction of the Randolph Regional Animal Shelter.
- Performed Leak Detection Survey for the entire water distribution system within the township, and repaired all leaks.
- Coordinated Mt. Freedom and Knights Bridge pump station design and upgrades.
- Continued with replacements of water system fire hydrants and valves.
- Prepared design, specifications, and replaced in-line water system pressure regulating valves.



*Water & Sewer Department crew working to repair broken water main.*

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 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.

<b>Zoning Enforcement</b>	<b>2014</b>	<b>2013</b>
Enforcement Action	208	244
Application Review	702	1002
Approvals	629	887
Denials	73	115
Summonses Issued	51	78
Number of Cases	22	20

**Planning Board**

The Planning Board hears development applications that are typically in compliance with the zoning regulations. Plans for the upcoming year include developing 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.

<b>Planning Board</b>	<b>2014</b>	<b>2013</b>
Applications Heard:	12	18
<b>Approved</b>	<b>2014</b>	<b>2013</b>
Site Plans	6	13
Sq. Ft. Nonresidential	12,962	224,800
Variances	6	8
Subdivisions	2	1
# Lots	1	0

**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.

<b>Board of Adjustment</b>	<b>2014</b>	<b>2013</b>
Applications Heard:	25	19
<b>Approved</b>	<b>2014</b>	<b>2013</b>
Site Plans	9	10
Variances	29	17
Subdivisions	1	0
# Lots	1	0



Brightview at Randolph under construction on Quaker Church Road.

The Randolph Township Free Public Library experienced significant inventory growth and its programming continues to be extremely popular among residents of all ages. The new Meeting Room and the adult area, with a large water feature, are proving popular with library users. In 2014, the two children's rooms were completely renovated.

**Below are selected highlights of our services:**

- 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 Cloud** 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 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.

In order to accommodate the increased growth, the Library Board of Trustees approved construction of an addition and interior renovation plan that provides essential services to both the adult and children populations.

**Library Statistics – 2014**

Circulation	291,210
Program attendance	9,091
Visits	122,957

**Library Operating Budget**

Income	\$	Expenses	\$
Township	954,561	Salaries	606,013
State Aid	11,185	Materials	149,130
Contributions	10,898	Other operating	282,024
Fines	21,020	Programs	27,844
Other	67,347		
<b>Income</b>	<b>\$1,065,011</b>	<b>Expenses</b>	<b>\$1,065,011</b>



New waterfall feature in the Library.

Photo by Maribeth Doran



# March 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Planning Board 7:00 p.m.	3 Traffic Advisory Committee 7:30 p.m. Economic Development Committee 7:30 p.m.	4	5	6	7
8	9 Board of Health 7:00 p.m.	10 Landmarks Committee – 7:00 p.m. Township Council 7:00 p.m. Parks Advisory Committee 7:30 p.m.*	11	12 Board of Adjustment – 7:30 p.m. Library Board of Trustees – 7:30 p.m.** Recreation Advisory Committee – 7:30 p.m.*	13	14 Township Council Budget Meeting 8:30 a.m.
15	16 Planning Board 7:00 p.m.	17	18	19 Township Council 7:00 p.m.	20	21 Township Council Budget Meeting 8:30 a.m.
22	23	24 Environmental Commission 7:30 p.m.	25 Municipal Alliance Committee 9:00 a.m. Wildlife Management Advisory Committee 7:00 p.m.	26 Township Council Work Session 7:00 p.m. Board of Adjustment 7:30 p.m.	27	28
29	30	31				

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# April 2015

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

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# May 2015

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

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# June 2015

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

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# July 2015

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

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# August 2015

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

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# September 2015

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

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# October 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				<b>1</b> Township Council 7:00 p.m.	<b>2</b>	<b>3</b>
<b>4</b>	<b>5</b>	<b>6</b> Traffic Advisory Committee 7:30 p.m. Economic Development Committee 7:30 p.m.	<b>7</b>	<b>8</b> Library Board of Trustees - 7:30 p.m.** Recreation Advisory Committee 7:30 p.m.* Board of Adjustment 7:30 p.m.	<b>9</b>	<b>10</b>
<b>11</b>	<b>12</b> Board of Health 7:00 p.m.	<b>13</b> Parks Advisory Committee 7:30 p.m.*	<b>14</b>	<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> Township Council Work Session 7:00 p.m. Board of Adjustment 7:30 p.m.	<b>23</b>	<b>24</b>
<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b> Municipal Alliance Committee 9:00 a.m. Wildlife Management Advisory Committee 7:00 p.m.	<b>29</b>	<b>30</b>	<b>31</b>

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# November 2015

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

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# December 2015

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

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# January 2016

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

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## 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  
7:00 a.m. – 3:00 p.m.

### Recycling Center Schedule

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.

### Community Center and Recreation Offices

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

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## 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

#### Barbara Gothie

Tax Assessor  
973-989-7075

### 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

Deputy Director  
973-895-3556



Township of Randolph  
Randolph, NJ 07869-3799

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### 2015 Township Council



Joanne Veech  
Mayor



Roman Hirniak  
Deputy Mayor



Christine Carey



Mark Forstenhausler



Michael Guadagno



James B. Loveys



Allen M. Napoliello



Senior bus dedication



Refurbished Kiwanis Park playground



"Bye, Bye Birdie" at Brundage Park Playhouse



Friends Meeting House

Photo by Maribeth Doran