



Township of Randolph  
Randolph, NJ 07869-3799

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

**RESIDENT**  
**Randolph, NJ 07869**

**2018 Township Council**



Mark Forstenhauser  
Mayor



James B. Loveys  
Deputy Mayor



Christine Carey



Michael Guadagno



Allen M. Napoliello



Lance Tkacs



Joanne Veech



*From the many recreation programs, the visual and performing arts, and parks and trails, to the proud veterans and many volunteers, Randolph Township has it all.*



# Township of **RANDOLPH**

**2017 Annual Report | 2018 Event Calendar**



*"Where Life Is Worth Living"*

# A Message from the Township Manager

## ANNUAL REPORT



It is my pleasure to present the Randolph Township Annual Report for 2017. This report, prepared in accordance with State Statute, provides a summation of the municipal organization's activities and accomplishments during the past year. The report also features a calendar of important meeting dates for 2018, and extensive data illustrating the organization's performance in 2017.

The enclosed information is important because it provides a measure of the health and vitality of the township municipal operation. Our goal is to make the Township of Randolph the best it can be by providing effective governance, enhanced customer services, and excellent community facilities. The narrative detail, facts and figures outlined on the pages that follow reflect the organization's continued efforts to achieve this stated objective.

Randolph is served by 122 full-time and 49 part-time employees, staffing seven departments and the Municipal Court. Furthermore, over 270 civic minded residents provide volunteer support to the community, including 160 members of the volunteer Rescue Squad and Fire Department. Together these individuals make up a talented and dedicated team, united by one mission, meeting the needs of the Randolph Township residents.

We are also fortunate in Randolph to have an elected Township Council who selflessly contributes their time, energy, 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 enjoyed by our residents.

The year 2017 was another productive year for the municipal organization. The list of accomplishments is again highlighted by improvements to the township's critical infrastructure and facilities. During the past year, the township expended over one million dollars to upgrade and resurface 29 roads. The retaining wall replacement program continued with the completion of the second phase of the Everdale Road wall improvements. The township completed water line extensions on Schuman Road and Woodlawn Terrace, sewer line extensions on Brookside Road and Mac Spar Drive, and the refurbishment of the Knight's Bridge Pumping Station. Improvements to community facilities were highlighted by upgrades to the Randolph Park Beach facility, and the installation of an elevator at the VFW facility on Carrell Road. The elevator, funded by a County grant, now provides access to the building's upper and lower floors.

In conjunction with the above referenced municipal improvement projects, the township also engaged in several important planning initiatives in 2017. Headlining these efforts was the design of the new park planned for Calais Road. A steering committee comprised of elected officials, citizen volunteers, and township staff spent the year working with the design professional for the project transforming the concept for the park into a fully engineered final plan. The features include an outdoor stage area with lawn seating, pickle ball courts, a quarter mile lighted track for walking and running, a picnic pavilion and free play area, nature trails and a community garden. The project is scheduled to break ground in the summer of 2018. Two other important planning efforts were also completed in 2017. These include the Trails Master Plan adopted by the Township Council in the fall of 2017, and the Mount Freedom Plan Update adopted by the Planning Board earlier in the year.

Other highlights from 2017 include:

- *The 2017 budget was adopted balancing community needs with no increase in the municipal tax levy.*
- *The town-wide property revaluation was completed, and new property assessments became effective in 2017.*
- *The Township Council amended the leaf collection policy to allow residents assisted by contractors to participate in the annual curbside leaf collection program.*
- *Phase II of the EA Porter site remediation project was completed. The project, which is a partnership between the township and Habitat for Humanity, will ultimately result in the development of 25 new affordable housing units.*
- *The Township Economic Development Committee, Council, and staff worked throughout the year promoting economic development in the community. Efforts included the development of a new Randolph Local website, and focused outreach to assist individuals looking to develop or redevelop properties within the township.*

In 2018 we will be looking to build on the achievements of the past year, as well as attain many new objectives. 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

Front and back cover photos by Delia Vince-Cruz, Daniel E. Beards, Nola Young, and Randolph Township staff and volunteers.

Township of Randolph "Where Life Is Worth Living"

## 2017 Annual Report

# Hours of Operation – Whom to Call

## Hours of Operation

### Township Offices

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

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.

### 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

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

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

## Whom to Call

### ADMINISTRATION

**Stephen P. Mountain**  
Township Manager  
973-989-7060

**Darren Carney**  
Planning & Zoning  
Administrator  
973-989-7080

**Donna Marie Luciani**  
Township Clerk  
973-989-7041

**Ralph Carchia**  
Engineering Administrator,  
Water and Sewer  
973-989-7068

### POLICE

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

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

**Jeff Gomez**  
Lieutenant, Administrative  
973-989-7013

**William Harzula**  
Lieutenant, Patrol  
973-989-7033

### FIRE

**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

### FINANCE

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

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

**Glen Sherman**  
Tax Assessor  
973-989-7075

Township of Randolph "Where Life Is Worth Living"

## ***How Your Local Government Functions***

## RANDOLPH TOWNSHIP MISSION STATEMENT

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

## ***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.



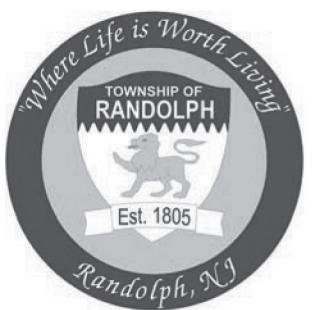
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
		New Years Day Municipal Offices Closed		Township Council Reorganization Meeting 7:00 p.m.		
6	7	8	9	10	11	12
		Planning Board 7:00 p.m.		Board of Adjustment 7:30 p.m.		
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
	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

Please visit [www.randolphinj.org](http://www.randolphinj.org) for the most up to date meeting information.

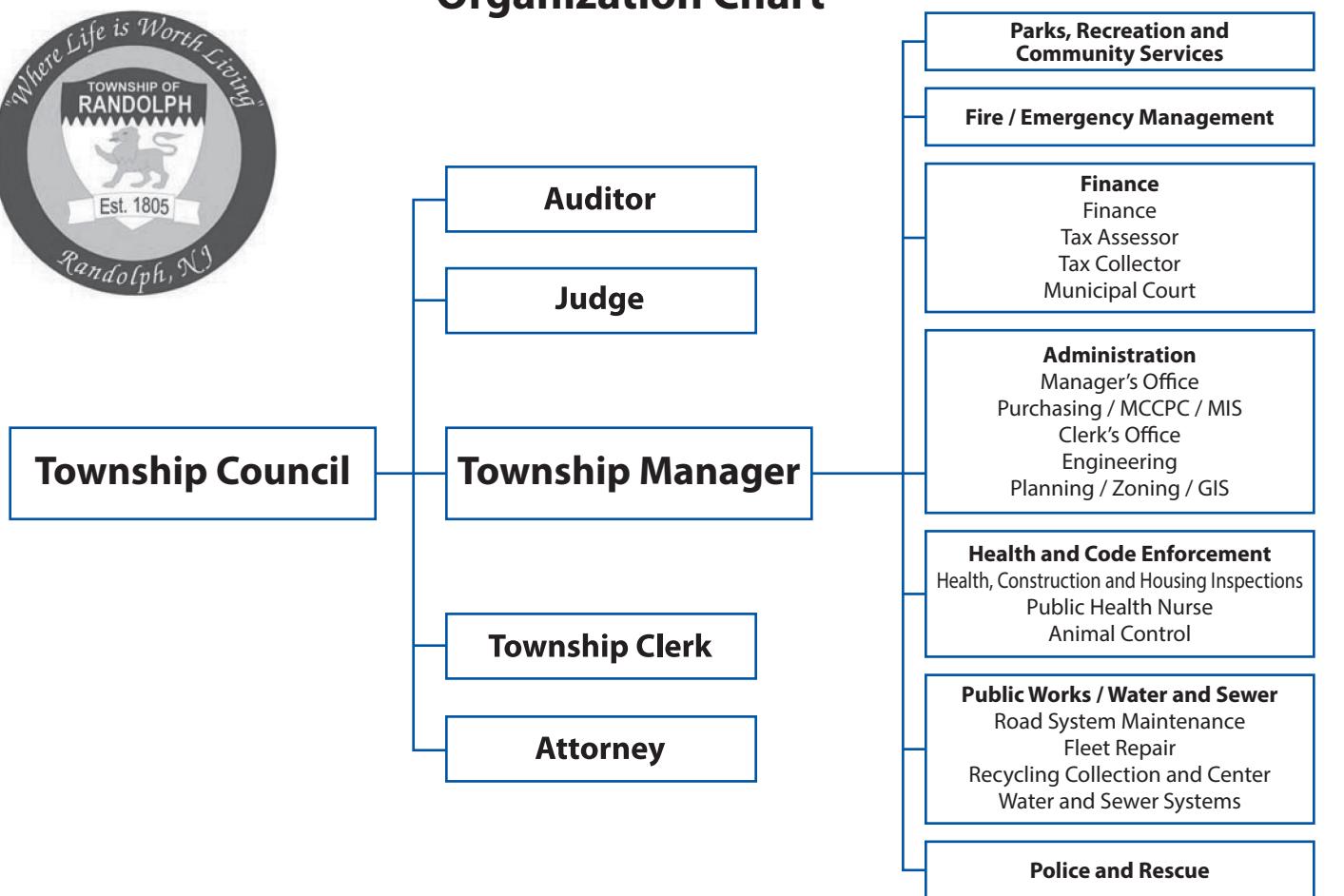
All meetings are held at the Municipal Building unless otherwise noted.

*Demographics 2010 Census Data*

Total Population	25,731
Total Housing Units	9,341
Owner Occupied Housing	71.9%
Renter Occupied Housing	24.6%
Median Age (years)	40.0
Average Family Size	3.2
Median Per Capita Income	\$54,991

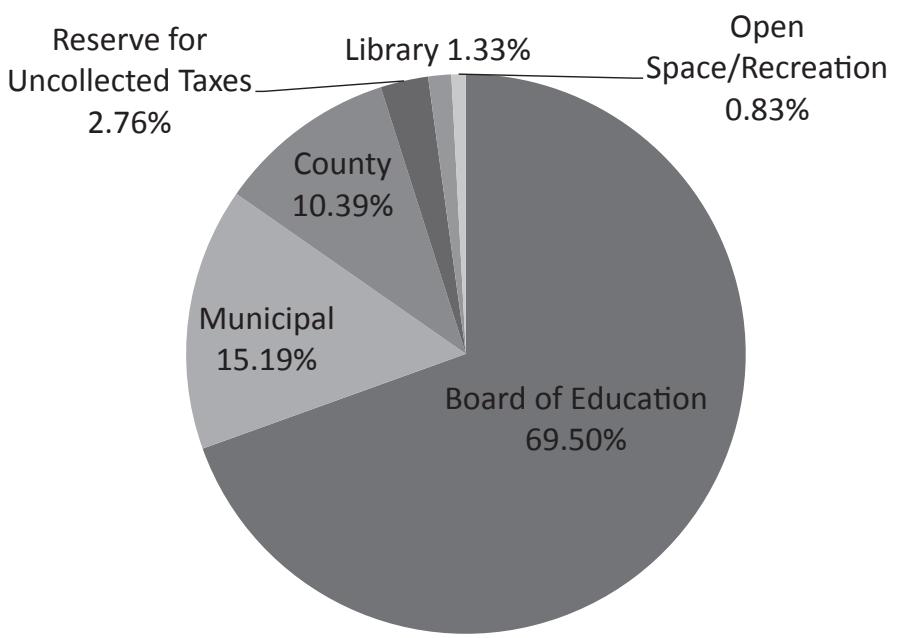


## TOWNSHIP OF RANDOLPH Organization Chart



### 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 2017 from the average taxpayer in the township.



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# November 2018



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
3						2
						1

Township Council 7:00 p.m.  
 Municipal Offices Late Night  
 1  
 Township Council 7:00 p.m.  
 Municipal Offices Late Night  
 2  
 Library Board of Trustees 7:00 p.m.\*\*  
 Board of Adjustment 7:30 p.m.  
 Recreation Advisory Committee 7:30 p.m.\*  
 3  
 Veterans Day Closed  
 10  
 Municipal Offices Closed  
 8  
 Municipal Alliance Committee 9:00 a.m.  
 Wildlife Management Advisory Committee 7:00 p.m.\*  
 9  
 Parks Advisory Committee 7:30 p.m.\*  
 11  
 Veterans Day Closed  
 12  
 Municipal Offices Closed  
 13  
 Parks Advisory Committee 7:30 p.m.\*  
 14  
 Trails Advisory Committee 7:00 p.m.\*  
 15  
 Municipal Environmental & Landmarks Committee 7:30 p.m.  
 16  
 Thanksgiving Municipal Offices Closed  
 17  
 Municipal Offices Closed  
 18  
 Municipal Offices Closed  
 19  
 Municipal Offices Closed  
 20  
 Municipal Environmental & Landmarks Committee 7:30 p.m.  
 21  
 Municipal Alliance Committee 9:00 a.m.  
 Wildlife Management Advisory Committee 7:00 p.m.\*  
 22  
 Township Council 7:00 p.m.  
 23  
 Thanksgiving Municipal Offices Closed  
 24  
 Municipal Offices Closed  
 25  
 Municipal Environmental & Landmarks Committee 7:30 p.m.  
 26  
 Municipal Alliance Committee 9:00 a.m.  
 Wildlife Management Advisory Committee 7:00 p.m.\*  
 27  
 Township Council 7:00 p.m.  
 28  
 Municipal Environmental & Landmarks Committee 7:30 p.m.  
 29  
 Thanksgiving Municipal Offices Closed  
 30

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

Please visit [www.randolphnj.org](http://www.randolphnj.org) for the most up to date meeting information.

## Finance

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

- [Finance, Water and Sewer](#)
- [Assessments](#)
- [Tax Collection and Treasury](#)

Assessments is headed by Glen Sherman, a Certified Tax Assessor, who is responsible for determining the fair market value of all real estate in the township and keeps assessment records of each and every parcel of real property assessed or exempted. The township's 2017 ratable base of \$4,293,593,841 represents a 46.87% increase from the prior year, as a result of a township-wide revaluation.

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 2017 tax levy (including school and county) stands at \$108,606,964; the 2017 tax collection rate was 99.41%.

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 2017 equals \$7,962,392.

### 2017 Tax and Water/Sewer Information

	2017	2016
Tax Parcels	8,449	8,324
Total Assessed Value	\$4,293,593,841	\$2,923,346,396
Ratio to True Value	100%	67.80%
Water Accounts	5,811	5,736
Sewer Accounts	3,961	3,928

### Township of Randolph 2017 Budget Information

TOWNSHIP	2017	% of Total Budget
<b>REVENUES</b>		
<b>REVENUES</b>		
Surplus Anticipated	\$5,026,277	15.74%
Miscellaneous Revenues	\$2,994,915	9.38%
Interlocal Service Agreements	\$239,260	0.75%
Federal & State Grants	\$76,032	0.24%
State Aid	\$1,847,005	5.79%
Receipt for Delinquent Tax	\$800,000	2.51%
Local Tax for Municipal Purpose	\$19,497,105	61.08%
Local Tax for Municipal Library	\$1,442,541	4.52%
<b>TOTAL REVENUES</b>	<b>\$31,923,135</b>	<b>100.00%</b>
<b>EXPENDITURES</b>		
<b>EXPENDITURES</b>		
General Government	\$4,458,150	13.97%
Public Safety	\$5,795,757	18.16%
Public Works	\$4,098,613	12.84%
Community Programs	\$2,370,215	7.42%
Municipal Library	\$987,993	3.09%
Statutory Charges	\$2,129,344	6.67%
Federal & State Grants	\$76,032	0.24%
Unclassified and Deferred Charges	\$120,000	0.38%
Liability and Group Insurance	\$5,021,263	15.73%
Debt Service	\$1,163,388	3.64%
Capital Improvements	\$2,704,500	8.47%
Reserve for Uncollected Taxes	\$2,997,880	9.39%
<b>TOTAL EXPENDITURES</b>	<b>\$31,923,135</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. Three advisory committees appointed by the Township Council (Recreation, Parks, and Wildlife Management) work with the department to review and establish programs, policies, and procedures.

### Recreation

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

Throughout 2017, Randolph offered almost 200 programs and classes with 54,110 registered participants.

As a convenience to parents, the summer day camp again offered weekly sessions, allowing parents to coordinate camp schedules with other summer activities. In addition, 99 youth sports coaches attended Rutgers Youth Sports Coaches training sponsored by the department.

The Brundage Park Playhouse offered seven theatrical productions in 2017, which included 53 performances. Productions included "Big Kids", "Man of La Mancha", "The King and I", "Lion King, Jr.", "Kid's Cabaret", "Secret Garden", and "Mrs. Cratchit's Wild Christmas Binge." In addition, the Brundage Park Playhouse offered three different summer theater camps, and workshops and classes throughout the year.

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 web site, [www.randolphnj.org](http://www.randolphnj.org).

Season or Program	Participants
Fall	2,633
Winter	2,416
Spring	3,835
Summer	3,431
Year Round	3,767
Randolph Park	12,469
Special Events	17,734
Senior Activities	7,825
<b>2017 Total</b>	<b>54,110</b>

### 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 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 2017 included:

- ✓ Heistein Park retaining walls removed and regraded.
- ✓ Lift installed at VFW to provide ADA access to both levels.
- ✓ Randolph Park buildings renovated with new siding.
- ✓ Randolph Park parking lot paved and lines striped.
- ✓ New floating dock installed at Randolph Park.
- ✓ Artworks flooring replaced and new carpets installed.
- ✓ Community Center floors sanded and refinished.
- ✓ Freedom Park waterline installed to maintenance garage.
- ✓ Heistein Park 200' of fencing and Field 2A replaced.
- ✓ Heistein Park pond treated for algae.

Randolph Township completed a Trails Master Plan, and began work on recommendations from the 2016 Parks Master Plan, including design work for the new park development on Calais Road.

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

**October 2018**

Meetings listed in the calendar are subject to change. All meetings are held at the Municipal Building unless otherwise noted. \*Meetings are held at the Community Center. \*\*Meetings are held at the Township Library.

**Meetings:**

- 1 - Township Council 7:00 p.m.
- 2 - Traffic Advisory Committee 7:30 p.m.
- 3 - Economic Development Committee 7:30 p.m.
- 7 - Board of Health 7:00 p.m.
- 9 - Parks Advisory Committee 7:30 p.m.\*
- 10 - Library Board of Trustees 7:00 p.m.\*\*
- 11 - Board of Adjustment 7:30 p.m.
- 12 - Recreation Advisory Committee 7:30 p.m.\*
- 14 - Planning Board 7:00 p.m.
- 15 - Township Council 7:00 p.m.
- 16 - Parks Advisory Committee 7:30 p.m.\*
- 17 - Trails Advisory Committee 7:00 p.m.\*
- 18 - Township Council 7:00 p.m.
- 21 - Board of Adjustment 7:30 p.m.
- 22 - Township Council 7:00 p.m.
- 23 - Planning Board 7:00 p.m.
- 24 - Township Council 7:00 p.m.
- 25 - Township Council 7:00 p.m.
- 26 - Board of Adjustment 7:30 p.m.
- 27 - Township Council 7:00 p.m.
- 28 - Municipal Alliance Committee 9:00 a.m.



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# September 2018



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3	4	5	6	7	8
		Traffic Advisory Committee 7:30 p.m. Economic Development Committee 7:30 p.m.		Township Council 7:00 p.m. Municipal Offices Late Night		15
						1
9	10	11	12	13	14	2
				Library Board of Trustees 7:00 p.m.** Board of Adjustment 7:30 p.m. Recreation Advisory Committee 7:30 p.m.*		16
						3
16	17	18	19	20	21	4
				Trails Advisory Committee 7:00 p.m.*		5
						6
23	24	25	26	27	28	7
			Municipal Alliance Committee 9:00 a.m. Wildlife Management Advisory Committee 7:00 p.m.*	Township Council 7:00 p.m.		8
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## 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 provided at the Community Center and is available Monday through Friday, holiday food distributions are provided in November and December. In 2017, 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 23,370 miles, transporting over 100 seniors or permanently disabled residents, for a total of 2,897 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 Administrator is 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 Clerks are 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 Vehicles

	2017	2016
Complaints Filed	5,502	4,928
Convictions	5,479	4,521
Dismissals	630	563
Violations Processed	5,652	4,766
Jail Sentences	7	6
License Suspensions	53	57

### Criminal

	2017	2016
Complaints Filed	681	588
Convictions	601	485
Dismissals	94	103
Violations Processed	600	540
Jail Sentences	3	2
License Suspension	0	0

The year 2017 was another busy one in which the Police Department continued to make significant progress. This progress was seen and realized not only on a departmental level, but also with our local and county stakeholders. The initiatives covered everything from obtaining new equipment, to furthering our training. We have placed an increased emphasis on keeping up with the advances of technology which improves overall efficiency when combined with well-trained officers. In turn, this has further enhanced the services we provide to our residents, and our ability to meet the current demands of police work.

### **Key areas addressed in 2017 include:**

- Obtained re-accreditation through the State Association of Chiefs of Police.
  - Increased overall motor vehicle enforcement actions while identifying and addressing problematic streets throughout the township
  - Managed overtime costs, which achieved the goal of remaining under budget.
  - Obtained a Polaris 6X6 Utility Terrain Vehicle for both patrol and rescue operations on our extensive trail system.
  - Obtained a new digital livescan fingerprint machine to aid in the bail reform procedures and requirements that were implemented in January 2017.
  - Continued to work closely with both the Randolph Township School District and the County College of Morris to further enhance a safe environment conducive for learning.
  - Participated in a school reunification exercise with the County College of Morris and the Randolph Township

## *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 Steve Jancarek, 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.

In 2017, the squad celebrated 50 years of continuous service to the township. In addition to the events throughout the year, the squad was presented with a proclamation from the township honoring our 50 years of emergency service to the community.

School District. In addition, participated in an active violence training initiative with the County College of Morris.

- Participated in the YMCA Kids Fair, Country Fair, and Trunk or Treat events to help further build our relationship with the community. The department also held its first pizza & movie night for elementary age school children; this proved to be a successful event, with very positive interaction between the participants and the police officers.

18 the department will continue to build upon the existing  
19 form, while also focusing our efforts on maintaining and  
20 moving toward future re-accreditation. In addition, we will  
21 continue our collaborative efforts on both a local and county  
22 level while continuing to evaluate new police technology and  
23 equipment for potential implementation.

## Police Department Yearly Comparison

	2017	2016
Number of calls for assistance	40,570	39,737
Total miles traveled	304,106	277,420
Number of sworn officers	35	36
For vehicles summonses	5,203	4,356
For vehicle written warnings	6,286	5,211
Criminal Complaints	158	165
Driving under the influence arrests	42	27
For vehicles accidents	1,007	969
Juvenile arrests	12	10
Other arrests incl. local ordinances	250	192
Crimes Index UCR	122	148

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

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

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, [randolphrescue.org](http://randolphrescue.org) and complete the online application. If you have questions, contact the Rescue Squad via email at [randolphrescue.org](mailto:randolphrescue.org).



# August 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
<b>5</b>	<b>6</b> Planning Board 7:00 p.m.	<b>7</b> Traffic Advisory Committee 7:30 p.m.	<b>8</b>	<b>9</b> Library Board of Trustees 7:00 p.m.** Board of Adjustment 7:30 p.m. Recreation Advisory Committee 7:30 p.m.*	<b>10</b>	<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>	<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>	<b>31</b>	

Please visit [www.randoiphnj.org](http://www.randoiphnj.org) for the most up to date meeting information.

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

# July 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

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

Independence Day Municipal Offices Closed

Planning Board 7:00 p.m.

Planning Board 7:00 p.m.

Township Council 7:00 p.m.  
 Parks Advisory Committee 7:30 p.m.\*

Wildlife Management Advisory Committee 7:00 p.m.\*  
 Trails Advisory Committee 7:00 p.m.\*

Advisory Environmental & Landmarks Committee 7:30 p.m.

## Fire Department

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 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 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 Chief 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

	2017	2016
Structure Fire Responses	4	2
Other Type Fire Responses	32	34
Gas Leaks	21	6
Automatic Fire Alarms	279	282
Other Non-Fire responses	208	229
Mutual Aid	29	28
<b>Total Responses</b>	<b>573</b>	<b>581</b>

	2017	2016
Man-hours – Responses	4,661	4,527
Man-hours – Training, Education, Maintenance	18,107	19,032
<b>Man-hours – Total</b>	<b>22,768</b>	<b>23,559</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

	2017	2016
Inspections/Re-Inspections	1698	592
Smoke Detector/CO Alarm/ Fire Extinguisher Inspections	461	466
Incident/Complaint Inspections	22	14
Public Education Programs	41	41
Fire Subcode Inspections (New Construction)	466	426

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 pm and 9:00 pm.



Members of the Randolph Township Fire Department participate in training exercises.



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. Traditional public and environmental health activities include, but are not limited to, the enforcement of all state health statutes/regulations and municipal health ordinances. In addition to traditional local health activities, the department covers construction plan review, building permit issuance, and all phases of building inspections. This department is headed by Mark Caputo, 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, the Randolph 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 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, Dover, Mendham Township and Mendham Borough.

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** 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 2017, 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 curbside trash and recycling collection, and recycling center operations. Over the past two years, the town successfully transitioned to single stream recycling and the privatization of the curbside collection service. In 2017, curbside collection was further consolidated under one contract; allowing for all materials to be collected by a single contractor.

**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.



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>3</b>	<b>4</b>	<b>5</b> Traffic Advisory Committee 7:30 p.m. Economic Development Committee 7:30 p.m.	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>
		Planning Board 7:00 p.m.		Municipal Offices Late Night		
	<b>10</b>	<b>11</b> Township Council 7:00p.m. Recreation Advisory Committee 7:30 p.m.* Parks Advisory Committee 7:30 p.m.*	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b> Library Board of Trustees 7:00 p.m.** Board of Adjustment 7:30 p.m.
		Board of Health 7:00 p.m.				
	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>
		Planning Board 7:00 p.m.		Trails Advisory Committee 7:00 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.		
				Township Council 7:00 p.m. Board of Adjustment 7:30 p.m.		

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

Please visit [www.randoiphni.org](http://www.randoiphni.org) for the most up to date meeting information.



# May 2018

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

**Meetings**

1 Traffic Advisory Committee 7:30 p.m.  
Economic Development Committee 7:30 p.m.

6 Planning Board 7:00 p.m.

7 Parks Advisory Committee 7:30 p.m.\*

13 Board of Health 7:00 p.m.

20 Municipal Offices Closed

21 Advisory Environmental & Landmarks Committee 7:30 p.m.

27 Memorial Day

28 Township Council 7:00 p.m.  
Municipal Offices Late Night

29 Township Council 7:00 p.m.  
Municipal Offices Late Night

30 Township Council 7:00 p.m.  
Municipal Alliance Committee 9:00 a.m.

31 Township Council 7:00 p.m.  
Board of Adjustment 7:30 p.m.  
Recreation Advisory Committee 7:30 p.m.\*

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

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

## Department of Health and Code Enforcement

2017 Annual Report

Public Health Nursing		
	2017	2016
Total Home Visits	791	684
Chem-23 Blood Profile	39	34
Communicable Disease	159	318
Childhood Immunizations	113	255
Adult Immunizations	594	987

Curbside Collection (in tons)		
	2017	2016
Weekly Garbage	138	182
Bi-Annual Bulk	385	296
Newspaper Recycling	53	71
Other Paper Recycling	366	398
Mixed Recyclables	2,448*	2,473*
Appliances/Metal	233	272

\* Curbside single stream tonnage.

Vital Statistics		
	2017	2016
Marriage Licenses	124	147
Births Recorded	186	0
Deaths Recorded	33	47
Civil Unions	0	0

Inspections		
	2017	2016
Food/Drink/Vending	157	291
Septic	205	238
Certificate of Habitability	469	536

Animal Control		
	2017	2016
Rabies Vouchers	462	751
Dog Licenses	2,310	2,429
Cat Licenses	444	437
Animals to Shelter	319	303
Adopted Animals	91	112
Returned to owner	128	88

## 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.

Building Department Activities		
	2017	2016
New Residential Const.	65	28
New Commercial Const.	3	5
Alteration Permits	1,670	1,544
Inspections	6,104	4,743
Certificates of Occupancy	90	48
Certificate of Approvals	1,444	1,660
Permits & Updates Issued	1,734	1,762



Animal Control Officer Erika Barkman with Precious, a former shelter resident who has since found her forever home.

The Department of Public Works, headed by Director Tom Spring, currently employs 19 full-time employees and four 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 2,000 drainage inlets, 150 storm water outfalls, 40 detention basins and water quality swales, and an estimated 100 miles of storm drains. The division also oversees the snow and ice removal operation, roadside mowing, roadway cleaning, traffic sign maintenance, and coordinates the annual roadway striping and overlay programs.

### Division of Recycling

The Division of Recycling operates the Recycling Center, administers 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.

#### Comparison of Seasonal Services Provided

Program	2017	2016
Spring Brush Collection (cubic yards)	3,544	4,430
Fall Leaf Collection (cubic yards)	19,435	17,400
Road Overlay Program (miles)	5.60	8.26



Contractor preparing a township road for reconstruction.

### Division of Fleet Maintenance

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

#### Major departmental projects and accomplishments during 2017:

- The overlay program of municipal roads entails upgrading and repairing over 160 catch basins to comply with environmental mandates regarding storm water systems and to be structurally sound. The department milled and repaved 5.60 miles of the municipal road system.
- Two significant projects were the installation of underground drainage on both Meadowbrook Road and Brookside Road. The installation will prevent ground water from surfacing and pooling, thereby eliminating the possibility of mosquito breeding during the summer and ice forming during the winter.
- In compliance with storm water regulations, the basin located on the corner of Judy Resnick Drive and Morris Turnpike was restored. The project included the removal of all overgrown brush and trees within the basin, and the re-establishment of the flow channel. Basins on Doby Road, Combs Hollow Road, and Brookside Road were also cleared of brush and overgrowth. These basins will now be maintained annually.
- The Curbside Leaf Collection Policy was amended to allow both residents and private contractors to place leaves at the curb. This change increased the volume of leaves collected, and the amount transported by our contractor to the certified leaf recycling facility.
- As part of the regulatory sign replacement required by the State of New Jersey, the department completed the fourth and final stage of the sign replacement in the township. The new regulatory signs are equipped with the highest available reflectivity designed to increase visibility at night and in low light conditions. This will improve the safety for the motoring public for years to come.



Curbside collection of leaves by Public Works crews.



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

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

# March 2018

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

Please visit [www.randalphnj.org](http://www.randalphnj.org) for the most up to date meeting information.

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

*Division of Engineering/Water & Sewer*

## Division of Engineering

The Division of Engineering 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, 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**

- 80 miles of sanitary sewer lines and force mains
  - 9 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 2017 accomplishments:***

- Performed contract management and inspection for Knights Bridge Sewer Pump Station renovation.
  - Performed project design, management, and inspection of new water line installations for Woodlawn Terrace and Shuman Road.
  - Performed project design, management, and inspection for Everdale Road Phase II retaining wall project.
  - Design, management and Inspection of Deer Run Drive water system pressure regulating valve.
  - Performed leak detection audit on entire water distribution system.
  - Prepared bid specifications, and NJDEP permitting for Butterworth Phase III sewer project.
  - Water & Sewer Department staff assisted in the construction of operations building.



*Water & Sewer Department crew works with contractor on an emergency repair to a water system pressure regulating valve on Deer Run Drive.*

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. In addition, the Zoning Officer prepares reports on applications pending before the Board of Adjustment.

Zoning Enforcement	2017	2016
Application Review	545	532
Approvals	541	495
Denials	4	37
Summonses Issued	5	9
Number of Cases	0	9



Kensington Square residential housing development under construction on Brookside Road.

## Planning Board

The Planning Board hears development applications that are typically in compliance with the zoning regulations. Plans for the upcoming year include referrals of ordinance and zoning map changes from the Township Council as recommended in the recently completed Mount Freedom Planning Study Update.

Planning Board	2017	2016
Applications Heard:	12	9
Approved	2017	2016
Site Plans	7	7
Sq. Ft. Nonresidential	60,169	14,920
Variances	4	5
Subdivisions	0	2
# Lots	0	1

## Board of Adjustment

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

Board of Adjustment	2017	2016
Applications Heard:	16	14
Approved	2017	2016
Site Plans	6	1
Variances	26	13
Subdivisions	1	0
# Lots	1	0



The recently completed Dickerson medical building at the intersection of Route 10 and Dover Chester Road.

## Library

The Randolph Township Free Public Library maintained its high level of service to the residents of Randolph. The library provided services including access to materials in a variety of formats, adult and children's library and community programming, and access to computer and other technology resources.

### Below are selected highlights from 2017:

- Program attendance increased by approximately 269 participants. Programs offered included concerts, films, lectures, children's events, and live performances.
- 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 **3M** and **Zinio**.
- Free music downloads are offered through **Freegal**.
- Story times for babies, toddlers, preschoolers, and elementary school children.
- Book clubs for children and adults.
- 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 that scans to flash drive or email.
- One Google ChromeBox station for students whose schools require such to access school materials.
- Five multi-game computers for children.
- Teen area that includes lounge and bistro seating, drafting table, four computers with widescreen monitors, books, rock, pop, rap, soundtrack CDs, PG-13 DVDs, and magazines to borrow.
- Expanded graphic novel and manga collection.
- 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.
- A Museum Pass Program that lends out passes to certain museums.
- A **Waterwall Gallery** that exhibits the art of local artists.

### Library Statistics – 2017

Circulation	266,180
Items owned	118,242
Program attendance	13,919
Visits	103,475

### Library Operating Budget

Income	\$	Expenses	\$
Township	987,993	Salaries	637,964
State Aid	11,169	Materials	138,145
Contributions	6,012	Other operating	137,665
Fines	17,626	Capital improvement	4,331
Other	87,216	Programs	34,523
<b>Total</b>	<b>\$1,110,016</b>	<b>Total</b>	<b>\$952,628</b>



Book display for the holidays.



Children having fun in the Children's Library.