

# Township of **RANDOLPH**

2018 Annual Report | 2019 Event Calendar



*“Where Life Is Worth Living”*

## ANNUAL REPORT

It is my pleasure to present the Randolph Township Annual Report for 2018. This report, prepared in accordance with State Statute, includes a full summation of the activities and accomplishments of our municipal organization during the past year. The report also features a calendar of important meeting dates for 2019, and relevant data and statistics highlighting the organization's performance in 2018.



The first quarter of 2018 was punctuated by a series of challenging late winter storms, which reminded the community of the importance of emergency preparedness, and connecting with the township's critical communication media. Throughout the stormy period, our Public Works Department worked tirelessly to clear and maintain township roads of snow, ice and fallen trees. Our Police Department and volunteer Fire Department and First Aid Squad worked day and night responding to storm related emergencies and protecting life and property. Our elected officials and administrative leadership worked overtime to coordinate with the power utility on power restoration and to ensure the public was kept informed with a steady stream of emergency notifications using the Swift Reach 911 system, township's Facebook page, website, and the electronic sign boards. Many residents benefitted from the township's communication efforts, but still many others remain unaware of these many media and the steps required to connect with the same. All residents are encouraged to review their status with these media, and if not connected, to follow the instructions available on the township website at [www.randolphnj.org](http://www.randolphnj.org). Residents may also contact the Township Clerk's Office at 973-989-7041 for assistance.

The remainder of 2018 was highlighted by a number of notable events and achievements which emphasize the community's overall vitality. In May, the township hosted its first Arts in the Parks event. The free art festival showcasing local artists and performers attracted close to 1,000 participants and was awarded the "Best Morris County Recreation Program in 2018" by the Morris Parks Alliance. In June, the township broke ground on a new athletic turf field and turf field replacement project at Freedom Park. The project was completed on-time and under budget, and both fields went into use last fall. Throughout the year the township experienced a surge in economic development, spurred on by the Township Council, staff, and the volunteer Economic Development Committee. Township leaders joined the business community for numerous ribbon cuttings,

including the new Dickerson Medical Building, Primrose School, and the Weis Market grand opening. The township also supported work on a redevelopment plan for the former K-Mart plaza that saw the installation of a new building façade, signage and other improvements which have helped attract several new tenants to the plaza.

Other highlights from 2018 include:

- *The 2018 budget was adopted balancing community needs with no increase in the municipal tax levy.*
- *The Liberty Tree, a township historic landmark dating back to 1720, at the corner of Quaker Church Road and Center Grove Road was removed due to deterioration and age. Township volunteers stepped up to ensure the tree was properly memorialized before its removal, and now are working on a plan to utilize remnants of the tree for a variety of sculptural art projects.*
- *The township broke ground on the new Veterans Community Park on Calais Road. The new park will be a more passive recreational facility than other township parks, featuring paved and natural walking trails (including a lighted trail for early evening use), a community garden, a covered entertainment stage with great lawn, pickle ball courts and a pavilion and restroom facilities.*
- *The first phase of improvements was completed on the Brundage Park Playhouse, including new flooring and seating.*
- *Phase I of the Fords Road retaining wall project was completed.*
- *The Butterworth sewer project serving the Mount Freedom area was completed, and ground was broken on the first phase of the Meadowbrook water line replacement project.*

Randolph is served by 122 full-time and 49 part-time employees, staffing seven departments and the Municipal Court. In addition, over 270 residents provide volunteer support to the community, including 160 members of the volunteer Rescue Squad and Fire Department.

The municipal organization is guided and directed by an elected Township Council who selflessly contribute 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 to which residents are accustomed.

In 2019 we will be looking to build on the achievements of the past year, as well as attain many other 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 Ela Ravin, Nola Young, and Randolph Township staff and volunteers.

## RANDOLPH TOWNSHIP MISSION STATEMENT

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

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

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

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

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

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

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

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

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

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

### **Is there a protocol for speaking at meetings?**

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

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

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

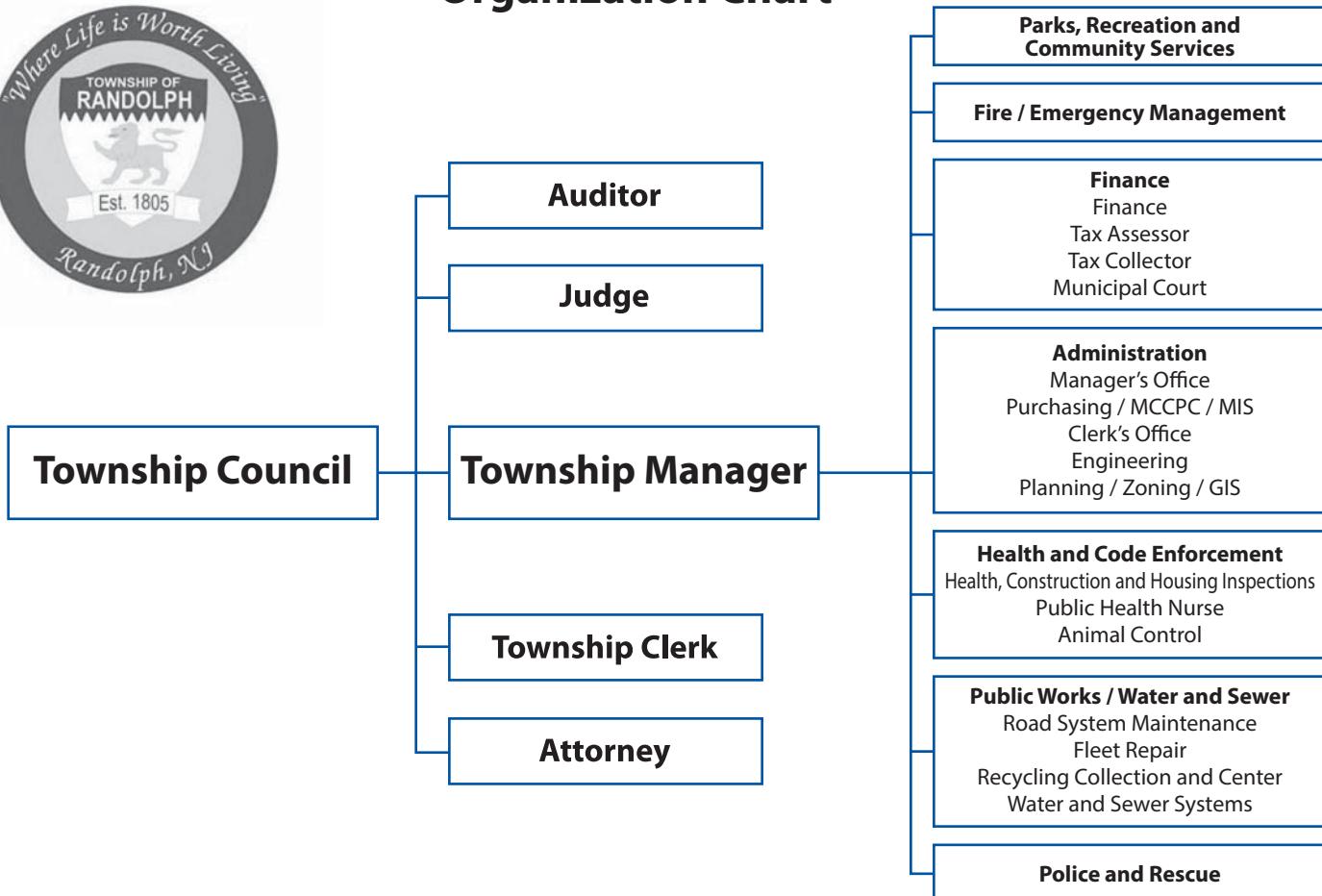
### **Can I review the minutes of the meeting?**

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

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

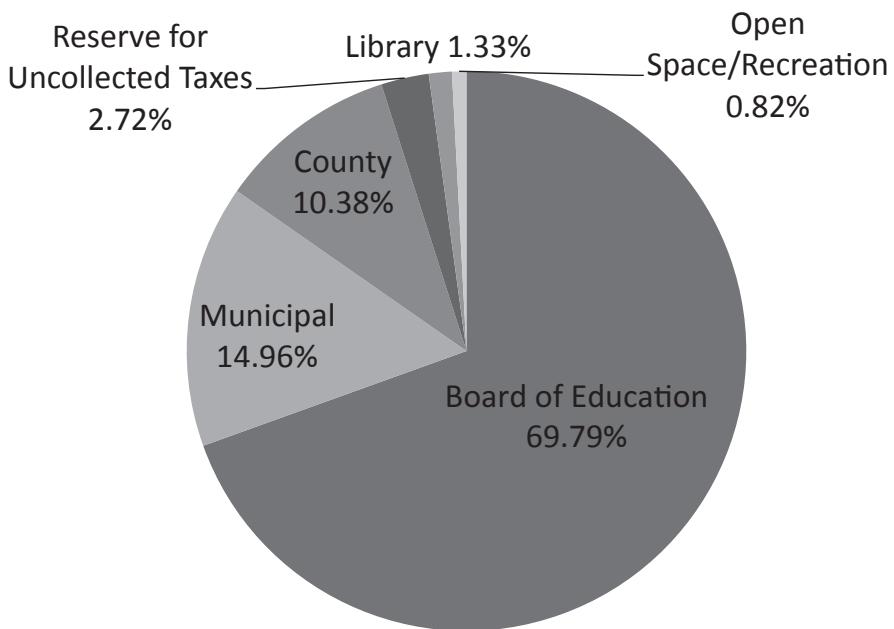
Total Population	<b>25,734</b>
Total Housing Units	9,343
Owner Occupied Housing	71.9%
Renter Occupied Housing	24.6%
Median Age (years)	40.1
Average Family Size	3.26
Median Per Capita Income	\$54,992

## TOWNSHIP OF RANDOLPH Organization Chart



### Your Tax Dollars

The property tax is divided among the Randolph Board of Education, the County of Morris, and the township. The figure illustrates the percentage that each of the jurisdictions received in 2018 from the average taxpayer in the township.



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

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

Assessments is headed by Glen Sherman, a Certified Tax Assessor, who is responsible for determining the fair market value of all real estate in the township and keeps assessment records of each and every parcel of real property assessed or exempted. The township's 2018 ratable base of \$4,304,143,199 represents a 0.25% increase from the prior year.

The Collection Division is administered by Linda Roth, a Certified Tax Collector, who prepares tax bills, maintains an account of all tax collections, and enforces collection of

delinquent taxes through municipal tax sales and foreclosures. The 2018 tax levy (including school and county) stands at \$110,252,656; the 2018 tax collection rate was 99.94%.

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 2018 equals \$8,179,890.

## 2018 Tax and Water/Sewer Information

	2018	2017
Tax Parcels	8,118	8,449
Total Assessed Value	\$4,304,143,199	\$4,293,593,841
Ratio to True Value	97.56%	100%
Water Accounts	6,057	5,811
Sewer Accounts	4,264	3,961

## Township of Randolph 2018 Budget Information

TOWNSHIP	2018	% of Total Budget
<b>REVENUES</b>		
<b>TOTAL REVENUES</b>		
Surplus Anticipated	\$5,257,079	16.28%
Miscellaneous Revenues	\$3,084,639	9.55%
Interlocal Service Agreements	\$256,000	0.79%
Federal & State Grants	\$186,400	0.58%
State Aid	\$1,847,005	5.72%
Receipt for Delinquent Tax	\$700,000	2.17%
Local Tax for Municipal Purpose	\$19,497,105	60.37%
Local Tax for Municipal Library	\$1,466,941	4.54%
<b>TOTAL REVENUES</b>	<b>\$32,295,169</b>	<b>100.00%</b>
<b>EXPENDITURES</b>		
General Government	\$4,397,020	13.62%
Public Safety	\$5,740,370	17.77%
Public Works	\$4,136,975	12.81%
Community Programs	\$2,408,562	7.46%
Municipal Library	\$1,036,829	3.21%
Statutory Charges	\$2,192,058	6.79%
Federal & State Grants	\$186,400	0.58%
Unclassified and Deferred Charges	\$120,000	0.37%
Liability and Group Insurance	\$5,133,642	15.90%
Debt Service	\$818,438	2.53%
Capital Improvements	\$3,126,250	9.68%
Reserve for Uncollected Taxes	\$2,998,626	9.29%
<b>TOTAL EXPENDITURES</b>	<b>\$32,295,169</b>	<b>100.00%</b>

WATER AND SEWER	2018	% of Total Budget
<b>REVENUES</b>		
<b>TOTAL REVENUES</b>		
<b>EXPENDITURES</b>		
Surplus Anticipated	\$1,728,497	21.13%
Miscellaneous Revenues	\$6,451,393	78.87%
<b>TOTAL EXPENDITURES</b>	<b>\$8,179,890</b>	<b>100.00%</b>
Administration and Executive	\$1,464,984	17.91%
Operations	\$917,809	11.22%
Service Agreements	\$3,525,036	43.09%
Statutory Charges	\$206,796	2.53%
Debt Service	\$256,015	3.13%
Capital Improvements	\$1,809,250	22.12%

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 Nola Young for her many years of service to the Brundage Park Playhouse.

Throughout 2018, Randolph offered almost 200 programs and classes with over 50,000 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, 30 youth sports coaches attended Rutgers Youth Sports Coaches training sponsored by the department.

The Brundage Park Playhouse offered six theatrical productions in 2018, which included 44 performances. Productions included "Into the Woods," "Pippin," "James and the Giant Peach," "Kid's Cabaret," "Young Frankenstein," and "A Christmas Story." 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	1,677
Winter	2,029
Spring	4,047
Summer	2,465
Year Round	3,103
Randolph Park	13,512
Special Events	16,138
Senior Activities	7,190
<b>2018 Total</b>	<b>50,161</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 late 2018, construction began on Veterans Community Park, which is anticipated to open during the second half of 2019.

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 2018 included:

- Formation of Trails Advisory Committee.
- Installation of security cameras at the Community Center.
- Installation of wooden dugouts donated by Little League Boosters at Freedom Park Little League and Heistein 1B 50/70 field.
- Installation of additional swim dock at Randolph Lake Beach.
- Replacement of artificial turf field and installation of additional artificial turf field at Freedom Park, with both fields lined for boys lacrosse, girls lacrosse, football, and soccer.
- Brundage Park parking lot repaved. Parking lots at Brundage Park, Brundage Preserve, and Heistein Park re-lined.
- Replaced fencing on three baseball fields at Heistein Park and extended fencing along Doby Road.
- Final design, project award, and start of construction on Veterans Community Park on Calais Road.
- Final design, bid and project award to resurface the basketball courts at Freedom Park and install new poles, backboards, and rims.
- Improvements to the septic system at Heistein Park.
- Replacement of carpeting and installation of new seating at Brundage Park Playhouse, including improved ADA access and seating area.

## 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 2018, 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 23,086 miles, transporting over 100 seniors or permanently disabled residents, for a total of 2,492 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 Vehicle

	2018	2017
Complaints Filed	4,526	5,502
Convictions	4,768	5,479
Dismissals	625	630
Violations Processed	4,770	5,652
Jail Sentences	13	7
License Suspensions	40	53

### Criminal

	2018	2017
Complaints Filed	538	681
Convictions	581	601
Dismissals	64	94
Violations Processed	581	600
Jail Sentences	3	3
License Suspensions	0	0

# Police Department

2018 Annual Report

The Randolph Police Department continued to focus on its core mission of delivering high quality and professional police services in 2018, while embracing and connecting with the community through a wide variety of new and ongoing initiatives. In addition to balancing the usual high volume of activity, the department leadership dedicated significant efforts in the past year to recruit and hire new sworn and civilian personnel. Six new officers and two new civilian employees were appointed to fill vacancies in the department. The department was able to manage this transition without compromising services to residents and stakeholders in the community. In addition, the department continued to move progressively forward on all fronts, including training personnel and obtaining new equipment and technology.

## Key areas addressed in 2018 include:

- Maintained and continued to work towards re-accreditation through the State Association of Chiefs of Police which is scheduled for 2020.
- Managed overtime costs, which achieved the goal of remaining under budget.
- Continued to both train and develop our current staff through various in-service police schools and training.
- 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.
- Developed an expanded approach to patrolling our extensive trail system. Increased visibility of officers on the trails through proactive patrols.
- Continued to place an emphasis on community outreach programs through the Officer Trading Card Program, Coffee with a Cop, Country Fair, and Trunk or Treat events which are designed to help further build our relationship with the community.

- The department also held its second pizza & movie night for elementary age school children; it was again a successful event, with very positive interaction between the participants and the police department. Police officers also began visiting the elementary schools to eat lunch with the children.
- Participated in both educational and enforcement components related to "Distracted Driver Awareness Month" (April) and "Put the Brakes on Fatalities Day" & "Traffic Awareness Month" (October).

In 2019 the department anticipates building upon the achievements of the past year while continuing efforts to manage further personnel transition resulting from planned retirements and promotions. In addition to maintaining the high level of service to which the community has become accustomed, the department will also be looking to obtain and implement Body Worn Cameras and Conductive Energy Devices for use in the field. Lastly, we will look to continue our collaborative efforts with law enforcement agencies on both a local and county level.

Police Department Yearly Comparison		
	2018	2017
Number of calls for assistance	37,320	40,570
Patrol miles traveled	291,895	304,106
Number of sworn officers	34	35
Motor vehicles summonses	4,465	5,203
Motor vehicle written warnings	4,922	6,286
Criminal Complaints	114	158
Driving under the influence arrests	36	42
Motor vehicles accidents	965	1,007
Juvenile arrests	17	12
All other arrests incl. local ordinances	154	250
Crimes Index UCR	130	122

## 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 and more than 12 junior members 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 7:00 pm through 6:00 am and 24 hours a day on Saturdays and Sundays. Coverage on Monday through Friday from 6:00 am through 7:00 pm is provided through the township's contract with a local hospital association, Atlantic Ambulance.

Our volunteers served well over 13,000 hours last year responding to 751 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. This past

year the squad provided onsite emergency medical services at more than 30 different community events. Our volunteers also lead a range of programs including first aid, automated external defibrillator (AED) and cardio-pulmonary resuscitation (CPR) programs for community organizations, youth programs and professional organizations. All services are provided at no cost.

Our highly trained personnel are nationally- and state-registered Emergency Medical Technicians (EMTs) and are certified in CPR for the Professional Rescuer. 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.org](http://www.randolphrescue.org) and complete the online application. If you have questions, contact the Rescue Squad via email at [info@randolphrescue.org](mailto:info@randolphrescue.org).

The Randolph Township Fire Department continues to serve the residents with volunteer fire and emergency service as it has for over 85 years. The department also provides for the enforcement of the NJ Uniform Fire Code, public education programs, and other services. The department provides 24-hour service to the residents, with 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 Michael Vanadia and Deputy 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)

### **Fire Department Activities**

	2018	2017
Structure Fire Responses	6	4
Other Type Fire Responses	47	32
Gas Leaks	29	21
Automatic Fire Alarms	302	279
Other Non-Fire responses	225	208
Mutual Aid	40	29
<b>Total Responses</b>	<b>649</b>	<b>573</b>
	2018	2017
Man-hours – Responses	5,417	4,661
Man-hours – Training, Education, Maintenance	14,086	18,107
<b>Man-hours – Total</b>	<b>19,503</b>	<b>22,768</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**

	2018	2017
Inspections/Re-Inspections	2071	1698
Smoke Detector/CO Alarm/ Fire Extinguisher Inspections	405	461
Incident Investigations	8	5
Public Education Programs	44	41
Fire Subcode Inspections (New Construction)	419	466

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 extinguish a car 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. 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 2018, 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. The "Pink Cart" recycling container program has been successful. To date, over 100 units were purchased, resulting in a donation of approximately \$500 to the American Cancer Society for breast cancer research. In 2018, a new contract was awarded for dumpster services for parks and municipal buildings. The new contract was approved for a five-year term to maximize tax dollar savings.

**Vital Statistics Division** performs state mandated vital statistic services on behalf of the township. These services include issuance of marriage and civil union licenses. The division also complies with the Electronic Death Registration System (EDRS) requirement, whereby all death certificates are now processed via a web based system. This division provides certified copies of birth, marriage, civil union, and death certificates, in addition to other documents mandated under state rules governing vital statistics.

### Public Health Nursing

	2018	2017
Total Home Visits	1166	791
Chem-23 Blood Profile	34	39
Communicable Disease	171	159
Childhood Immunizations	294	113
Adult Immunizations	572	594

### Curbside Collection (in tons)

	2018	2017
Weekly Garbage	140	138
Bi-Annual Bulk	329	385
Newspaper Recycling	67	53
Other Paper Recycling	407	366
Mixed Recyclables	2,528*	2,448*
Appliances/Metal	296	233

\* Curbside single stream tonnage.

### Vital Statistics

	2018	2017
Marriage Licenses	157	124
Births Recorded	214	186
Deaths Recorded	116	33
Civil Unions	0	0

### Inspections

	2018	2017
Food/Drink/Vending	144	157
Septic	204	205
Certificate of Habitability	492	469

### Animal Control

	2018	2017
Rabies Vouchers	462	462
Dog Licenses	2,250	2,310
Cat Licenses	405	444
Animals to Shelter	379	319
Adopted Animals	121	91
Returned to owner	81	128

## The Construction Department (Code Enforcement)

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

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

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

### Construction Department Activities

	2018	2017
New Residential Const.	35	65
New Commercial Const.	2	3
Alteration Permits	1,654	1,670
Inspections	5,228	6,104
Certificates of Occupancy	69	90
Certificate of Approvals	1,392	1,444
Permits & Updates Issued	1,792	1,734



Health Educator, Kris Wilsusen, and Public Health Nurses  
Ginny Maico and Victoria Cosenza provide information  
and resources at the Country Fair.

The Department of Public Works, headed by Director Tom Sweeney, 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, pothole and curb repair, roadside mowing, roadway cleaning, traffic sign maintenance, drainage improvement projects, storm water inlet management, and coordinates the annual roadway striping and overlay programs.

## Division of Recycling

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

### Comparison of Seasonal Services Provided

Program	2018	2017
Spring Brush Collection (cubic yards)	10,306	3,544
Fall Leaf Collection (cubic yards)	19,500	19,435
Road Overlay Program (miles)	4.10	5.60



Public Works crews work with contractor to remove the Liberty Tree.

## 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 2018:

- The overlay program of municipal roads entails upgrading and repairing over 170 catch basins to comply with environmental mandates regarding storm water systems and to be structurally sound. The department milled and repaved 4.10 miles of the municipal road system and the Brundage Park parking lot. To reduce contracted costs, the department utilized the new asphalt zipper to mill the parking lot.
- There were three significant projects which resulted in the installation of underground drainage and new storm water inlets on Sandra Lane, Holly Drive, and Everdale 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.
- The Leaf Collection program was adjusted again this year to include all leaves that were placed curbside from either residents or contractors hired by Randolph residents. This adjustment increased the volume of leaves that were collected curbside, and the transportation of the leaves by our contracted vendor to be disposed of at a certified leaf recycling facility.
- The department assisted the contracted tree removal company with the trucking and safe storage of the over 300 year old Liberty Tree that was taken down this summer.



Public Works crews work on drainage improvements on Sandra Lane.

## Division of Engineering

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

Engineering maintains all technical records with respect to public property, township facilities, and water and sewer infrastructure. On a daily basis, the division inspects ongoing development sites, responds to resident inquiries, designs and manages small to medium township projects, prepares Requests for Proposals for major construction projects, assists in the planning and execution of Public Works and Water/Sewer projects, and provides assistance to all other departments as needed. Reviews of planning and zoning applications are also provided.

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

## Division of Water and Sewer

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

### WATER SYSTEM

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

### SANITARY SEWER SYSTEM

- 80 miles of sanitary sewer lines and force mains
- 10 sanitary sewer pumping stations
- 1,900 sanitary sewer manholes

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

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

### ***The following are some 2018 accomplishments:***

- Completed the construction of Butterworth Phase 3 Sewer Pump Station Project. Performed project management and inspection.
- Prepared bid and design documents, and performed project management and inspection of Meadowbrook Road Water Main Replacement.
- Performed design and construction management of new turf fields at Freedom Park.
- Performed emergency design and repair of Millbrook Avenue retaining wall.
- Replaced High Street water system pressure regulating valve.
- Installed new water main service line for Shongum School.
- Completed water system leak detection audit.



Water & Sewer Department crew works with Board of Education maintenance staff on water main replacement for Shongum School.

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.

Zoning Enforcement	2018	2017
Application Review	754	545
Approvals	680	541
Denials	74	4
Summons Issued	2	5
Number of Cases	2	0



Members of the Township Council and Economic Development Committee celebrate the grand opening of Weis Markets.

## Planning Board

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

Planning Board	2018	2017
Applications Heard:	9	12
<b>Approved</b>	<b>2018</b>	<b>2017</b>
Site Plans	5	7
Sq. Ft. Nonresidential	4,034	60,169
Variances	5	4
Subdivisions	1	0
# Lots	0	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.

Board of Adjustment	2018	2017
Applications Heard:	18	16
<b>Approved</b>	<b>2018</b>	<b>2017</b>
Site Plans	3	6
Variances	25	26
Subdivisions	1	1
# Lots	1	1



Architectural elevation of Wawa store façade being constructed on Route 10 West.

The Randolph Township Free Public Library saw a significant increase in program participation and the number of visitors in 2018. The library was able to manage these increases, while maintaining its high level of service to which its patrons are accustomed.

## Below are selected highlights from 2018:

- Program attendance increased by approximately 4,000 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 newspapers.
- Free eBooks, magazines, and audiobooks are available for downloading through **3M** and **RBdigital Magazine Library**.
- Story times for babies, toddlers, preschoolers, and elementary school children.
- Book clubs for children and adults.
- A Museum Pass Program that allows residents to borrow passes to Grounds for Sculpture, Imagine That!!!, the Morris Museum, the Frick Collection, the American Museum of Natural History, and Intrepid Sea, Air and Space Museum.
- Twenty-six computing stations available with cable connectivity as well as wireless Internet access.
- Eight word processing stations, color printing and copying, and an easy-to-use scanner that scans to flash drive or email.
- 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 **Waterwall Gallery** that exhibits the art of local artists.
- Three meeting rooms for use by local non-profit groups.

## Library Statistics – 2018

Circulation	240,302
Items owned	118,087
Program attendance	17,870
Visits	108,732

## Library Operating Budget

Income	\$	Expenses	\$
Township	1,036,829	Salaries	587,526
State Aid	11,263	Materials	113,481
Contributions	1,159	Programs	39,654
Fines	10,497	Other operating	205,835
Other	95,044	Capital improvement	51,230
<b>Total</b>	<b>\$1,154,792</b>	<b>Total</b>	<b>\$997,726</b>



All ages enjoy the Summer Concert Series.



One of the many children's programs featured at the library.



# March 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	
<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> Planning Board 7:00 p.m.	<b>7</b>	<b>8</b> Township Council 7:00 p.m.	<b>9</b>
	<b>10</b>	<b>11</b> Board of Health 7:00 p.m.	<b>12</b>	<b>13</b>	<b>14</b> Library Board of Trustees 7:30 p.m.** Board of Adjustment 7:30 p.m. Recreation Advisory Committee 7:30 p.m.*	<b>15</b>
	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b> Township Council 7:00 p.m.
	<b>24</b>	<b>25</b>	<b>26</b> Planning Board 7:00 p.m.	<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>31</b>					

All meetings are held at the Municipal Building unless otherwise noted.  
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# April 2019

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

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# May 2019

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. Economic Development Committee 7:30 p.m.	<b>8</b>	<b>9</b> Library Board of Trustees 7:30 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> Board of Health 7:00 p.m.	<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> Wildlife Management Advisory Committee 7:00 p.m.* Trails Advisory Committee 7:00 p.m.*	<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>	
				Municipal Alliance Committee 9:00 a.m.		
			Memorial Day Municipal Offices Closed			

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# June 2019

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

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# July 2019

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

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# August 2019

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

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# September 2019

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

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# October 2019



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# November 2019

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

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# December 2019

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

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



# January 2020

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

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# Hours of Operation – Whom to Call

2018 Annual Report

## Hours of Operation

### Township Offices

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

## Whom to Call

### ADMINISTRATION

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

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

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

**Wayne Corsey**  
Engineering Administrator  
Water and Sewer  
973-989-7068

### POLICE

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

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

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

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

### FIRE

**Michael Vanadia**  
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

### 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

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

### LIBRARY

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

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



Township of Randolph  
Randolph, NJ 07869-3799

PRESORTED  
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U.S. POSTAGE  
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PERMIT NO. 273

## RESIDENT Randolph, NJ 07869

### 2019 Township Council



James B. Loveys  
Mayor



Christine Carey  
Deputy Mayor



Mark Forstenhauser



Lou Nisivoccia



Marie Potter



Lance Tkacs



Joanne Veech



*Whether you are looking for an evening at the theater, coffee and conversation, a place to experience all that the outdoors has to offer, or a forever furry friend, you can find it in Randolph Township.*

