

Stormwater Pollution Prevention Plan



Township of Randolph
Morris County
(Permit Number NJG0152501)
Annual Review Date: 29 July 2024
Stormwater Program Coordinator: Trista Kuna-Santos, PE, CFM

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title		<i>Trista Kuna-Santos, PE, CFM</i> <i>Township Engineer</i>	
Phone	973.989.7068	Email	Tkuna-santos@randolphnj.org
Individual(s) Responsible for Major Development Project Stormwater Management Review			
		<i>Trista Kuna-Santos, PE, CFM</i> <i>Township Engineer</i>	
Phone	973.989.7068	Email	Tkuna-santos@randolphnj.org
Name and Title		<i>Paul Ferriero, PE, CFM, CME</i> <i>Vice President, Municipal Services (Boswell Engineering)</i>	
Phone	201.641.0770	Email	pferriero@boswellengineering.com
Other Municipal Stormwater Team Members			
Name and Title		<i>Donna Luciani</i> <i>Township Clerk</i>	
Phone	973.989.7041	Email	dluciani@randolphnj.org
Name and Title		<i>Thomas Sweeney</i> <i>Director of Public Works</i>	
Phone	973.989.7086 ext. 10	Email	tsweeney@randolphnj.org
Name and Title		<i>Edward Buzak, Esq.</i> <i>Township Attorney</i>	
Phone	973.335.0600	Email	EJB@surenian.com
Shared/Contracted Service Providers			
Provider Name	Service Provided	Term of Service	

Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
<i>1/28/2020</i>	<i>All Forms</i>	<i>Update document, new format</i>
<i>7/6/2021</i>	<i>All Forms</i>	<i>General update</i>
<i>7/29/2024</i>	<i>All Forms</i>	<i>New SPC, new template, full SPPP overhaul</i>

Form 3 – Public Announcements
Part IV.B. and C.

1. Provide the link to the dedicated stormwater webpage for your municipality.
https://randolphnj.org/334/Stormwater-Management
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
<i>Trista Kuna-Santos, PE, CFM, Township Engineer</i> <i>Mariam Sabri, Assistant Township Clerk</i>
3. List the newspapers, social media outlets, websites, direct mailings (Email or postal), and other communication approaches typically used to inform/educate the public on stormwater program information and related events/activities.
<i>The Township maintains a Stormwater Management webpage on the township website where the latest stormwater management plans, stormwater ordinances, stormwater infrastructure maps, and informational brochures are available for review.</i> <i>Community-related stormwater activities will be posted on the Township social media accounts and on the township website.</i> <i>A paper copy of the Township newsletter is mailed to residents and posted on the township website. The newsletter will occasionally include stormwater-related content.</i>

Form 4 – Post-Construction Stormwater Management in New Development and Redevelopment

Part IV.E.

1. How does the municipality define “major development”? If it is different from the definition in N.J.A.C. 7:8, explain the difference.
<i>The Township defines “Major development” the same as it is defined in N.J.A.C. 7:8.</i>
2. Is the municipality’s stormwater control ordinance (SCO) the same as or more stringent than NJDEP’s model SCO? If more stringent, explain the difference.
<i>The Township’s stormwater control ordinance (SCO) is the same as the NJDEP model SCO.</i>
3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).
<i>Applications come through the Township in several ways. They are submitted as Planning Board applications, Zoning Board of Adjustment applications, or individual lot development/ grading plan applications. Most are submitted as subdivision or site plan applications to the Planning Board or Zoning Board of Adjustment. During the Board review process, the plans are reviewed by the Board’s Consulting Engineer for compliance with the Township SCO. If a project does not require subdivision or site plan approval and still meets the definition of major development, the SCO requires that an application for an individual lot grading plan be submitted. The stormwater management is reviewed as part of this application by the Township Engineer. Municipal major developments are reviewed by the Township Engineer, as are major development projects by the Board of Education and the County College of Morris.</i>
4. Does your municipality have a mitigation plan included in your Municipal Stormwater Management Plan and Stormwater Control Ordinance? Indicate the location of records of all variances granted.
<i>No.</i>
5. Indicate the dates of each iteration of the township’s Stormwater Control Ordinance, starting with the initial adoption and including revisions.
<i>5 August 1999 27 April 2006 2 July 2009 6 March 2014 18 February 2021 (current)</i>
6. Indicate the dates of each iteration of the township’s Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.
<i>14 March 2005 (current) – to be revised once the new template is released</i>

Form 5 – Ordinances
Part IV.F.1.

Ordinance	Date Adopted	Was the DEP model adopted without change?	Entity Responsible for Enforcement
1. Pet Waste	7/6/2006	Yes	Code Enforcement/ Local Police
2. Wildlife Feeding	12/3/2015	Yes	Code Enforcement/ Local Police
3. Litter Control	3/3/2005	Yes	Code Enforcement/ Local Police
4. Improper Disposal of Waste	3/3/2005	Yes	Code Enforcement/ Local Police
5. Yard Waste	9/17/2017	Yes	Code Enforcement/ Local Police
6. Private Storm Drain Inlet Retrofitting	7/1/2010	Yes	Code Enforcement/ Local Police
7. Illicit Connections	3/3/2005	Yes	Code Enforcement/ Local Police
8. Privately-Owned Salt Storage	11/28/2023	Yes	Code Enforcement/ Local Police
9. Tree Removal-Replacement	3/4/2021	Yes	Code Enforcement/ Local Police
List any additional stormwater-related ordinances the municipality has adopted that address issues beyond the scope of the MS4 permit. Include adoption date, entity responsible for enforcement, and related fees and fines.			
N/A			
Indicate the location of records associated with ordinances and related violations and enforcement actions below.			
Records are found in the Municipal Clerk's office. If someone is found to be in violation of an ordinance, they will be issued a written warning for first-time offenses, and penalties will be issued for subsequent offenses.			

Form 6 – Street Sweeping

Part IV.F.2.a.i. and ii.

1. Provide a written description and/or attach a map outlining the sweeping schedule for the following:

- Segments of municipal roads with storm drain inlets that discharge to surface water (required at least 3 times each year)
- Segments of municipal roads that do not have storm drain inlets but do discharge to surface water (required at least 1 time each year)

Note: Only asphalt and concrete roads need to be swept. Roads that do not have storm drain inlets and do not discharge to surface water do not need to be swept.

The Township of Randolph Department of Public Works (DPW) manages the street sweeping. All streets are swept once in the spring (after branch collection) and twice in the fall (after leaf collection), at minimum. Additional street sweeping may be conducted in the summer months on an as-needed basis. The Township is organized into four districts, and roads are swept in order of district.

2. Indicate if sweeping work is outsourced and if so, describe the arrangement.

Street sweeping is managed in-house; the DPW owns two sweepers.

Form 7 – MS4 Infrastructure
Part IV.F.2-4. and Part IV.G.2-3.

1. Municipal Storm Drain Inlets	<ul style="list-style-type: none"> a. Describe how you ensure that municipal inlets without permanent wording cast into the design have been properly labelled. b. Describe how you ensure that municipal and private storm drain inlets have been retrofitted. c. Describe how you ensure that newly installed storm drain inlets include corresponding catch basins or other BMPs to collect solids. d. Describe when and how you conduct inspections of storm drain inlets and the criteria used to determine when they need to be cleaned.
	<p><i>The Township of Randolph Department of Public Works (DPW) inspects all inlets on an annual basis, and labels are replaced as necessary. Since many castings have been replaced in recent years, the permanent wording is already cast into many of the inlets. There are 3,189 inlets owned by the township, and approximately 1,200 inlets are non-compliant. The DPW has developed a plan to retrofit all inlets over the next four years. The DPW upgrades all castings prior to the annual paving program. When larger-scale roadway improvement projects are developed, all non-compliant castings are replaced as part of the design.</i></p> <p><i>Upon adoption of the Private Storm Drain Retrofitting Ordinance, general notice was provided to property owners of privately-owned inlets. Owners must retrofit their storm drain inlets during road work and paving projects. Whenever calls regarding repaving come through the Engineering Department, owners are reminded of the requirement. The DPW inspects and cleans all inlets on an annual basis. The Department has a designated catch basin repair crew that maintains and retrofits the inlets. All basins that are collapsed or are in disrepair are high priority and are repaired/ retrofitted/ rebuilt as soon as possible.</i></p>
2. Municipal Catch Basins	<ul style="list-style-type: none"> a. Describe when and how you conduct inspections of catch basins. b. Describe the criteria used to determine when catch basins need to be cleaned.
	<p><i>The Township DPW inspects and cleans a minimum of 20% of the Township's catch basins annually. Inspections are generally done by district, but DPW ensures that all catch basins are inspected and cleaned at least once within the five-year permit cycle.</i></p>
3. Municipal Conveyance System	<p>Describe when and how inspections of MS4 conveyance systems are conducted, and the criteria used to determine when they need to be cleaned. Include a description of the equipment and techniques used.</p>
	<p><i>The Township DPW inspects the municipal conveyance system (pipes, swales, etc.) as necessary. If a problem is identified during an inlet or catch basin inspection, we will inspect and jet the pipe as necessary. A pipe camera is used when additional deficiencies are identified. Asphalt swales are repaired, and vegetated swales are cleared as necessary.</i></p>

<p>4. Municipal Outfall Inspections – Stream Scouring</p> <p>Describe the program in place to detect, investigate, and control localized stream scouring from stormwater outfalls. Include a description of the equipment and techniques used.</p>
<p><i>There are 140 township-owned outfalls within the Township of Randolph. The Department of Public Works (DPW) and Engineering Department inspect a minimum of 20% of the outfalls annually. Outfalls are also inspected within thirty days of any complaints of scour received by local residents. If an outfall is new or newly-identified, it will be inspected within thirty days of identification. Inspection logs and records are kept with other stormwater-related inspection forms. The Township is developing a list of priority outfalls to inspect and/or repair more frequently in an attempt to control localized stream scouring in more environmentally-sensitive areas of the Township.</i></p>
<p>5. Municipal Outfall Inspections – Illicit Discharge Detection and Elimination</p> <p>Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfalls. Include a description of the equipment and techniques used. Record cases of illicit discharges using the DEP’s Illicit Connection Inspection Report Form from the Department’s main stormwater webpage.</p>
<p><i>There are 140 township-owned outfalls within the Township of Randolph. The Township DPW and Engineering Department inspect a minimum of 20% of the outfalls annually. If illicit discharge is suspected or if complaints are received, we will inspect the outfall within one week of the complaint. If an illicit discharge is detected, the Township will begin to investigate to identify the source within thirty days. If a source is identified, we will notify the property owner of their violation, and the connection will be removed. Inspection logs and records are kept with other stormwater-related inspection forms. We complete and submit the NJDEP Illicit Discharge Connection Inspection Report forms as part of the annual report.</i></p>
<p>6. Other Municipal Infrastructure</p> <p>List the types of MS4 infrastructure in your town that require inspection but are not noted above in items 1-5. Describe when and how you conduct inspections of this infrastructure and the criteria used to determine when they need to be maintained and/or cleaned.</p>
<p><i>There are approximately 80 stormwater detention basins within the Township of Randolph that are maintained in some capacity by the Township. In some cases, the Township only maintains the structures (such as outfalls and outlet control structures). In other cases, the Township maintains both the structures and the basin itself. Some of the basins are in remote locations throughout the Township, and access is challenging. Over time, some of these basins have fallen into varying degrees of disrepair. At this point, the basins have been identified and the next steps are to get the basins back in working order. The Engineering Department has developed a basic set of criteria for inspecting and rating the conditions of the detention basins. Inspections are carried out by the DPW, and cleaning and repairs (mowing/clearing vegetation, mucking out structures, removing debris, etc.) are done immediately, if feasible. The goal is to have these basin inspections and clean-up efforts conducted on a five-year rotation, with more informal inspections taking place quarterly and after significant rainfall events.</i></p>

<p>7. Stormwater Facilities Not Owned or Operated by the Municipality</p> <p>Describe your program for ensuring adequate long-term cleaning, operation, and maintenance of stormwater facilities not owned or operated by the municipality. This should include your plan for ensuring annual inspections are being done on these private properties and describe how you record the locations and logs associated with private infrastructure.</p>
<p><i>Private stormwater facilities such as detention basins and manufactured treatment devices are required to be maintained by the property owner. Any new major development in the Township is required to submit Stormwater BMP Operation & Maintenance Manual as part of the approval process. Annual inspection reports are required to be submitted to the Township.</i></p>
<p>8. Infrastructure Records</p> <p>Indicate the location of records related to stormwater infrastructure inspection, cleaning, maintenance, and repair activities.</p>
<p><i>The Township of Randolph Department of Public Works (DPW) keeps the records related to stormwater infrastructure inspection, cleaning, maintenance, and repair activities.</i></p>

Form 8 – Community-wide Measures

Part IV.F.2.

1. Herbicide Application Management Describe your program for preventing herbicides from being washed into the waters of the State and to prevent erosion caused by de-vegetation.
<i>The Township of Randolph Department of Public Works (DPW) does not use herbicide or pesticide. All de-vegetation is achieved by roadside mowing and using a string trimmer along fences and guide rails.</i>
2. Excess Deicing Material Management Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.
<i>The Township DPW is trained to remove excess salt piles on roadways and in the DPW yard within 72 hours of the storm event. If suitable for reuse, the material will be returned to the designated salt storage area.</i>
3. Roadside Vegetative Waste Describe your program for ensuring proper pickup, handling, storage, and disposal of wood waste and yard trimmings generated by the permittee along municipal roads or on municipal properties (trimming trees, mowing, etc.).
<i>The Township DPW conducts roadside mowing in such a way that the grass clippings will fall back onto the grass and not into the street or storm drains. The Township has scheduled branch pickup in the spring and leaf pickup in the fall. The leaves are placed on an impervious temporary leaf pad (October through December). Branches are ground into mulch. Grass clipping are not allowed with branch or leaf pickup, but residents are permitted to bring bagged grass clippings to the recycling center at the DPW yard. There is a designated dumpster for grass clippings, which is picked up by the MUA on a weekly basis.</i>
4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.
<i>The Township DPW inspects the roads, shoulders, and roadside swales for erosion during the annual road inspection. The majority of the roads in the Township are curbed, so there is limited erosion along roadways. The DPW will also repair erosion along roadways if a work order is placed by a resident.</i>

Form 9 – Municipal Maintenance Yards & Other Ancillary Operations

Part IV.F.5.

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: 1

1. Site Name and Address	
<i>Township of Randolph Department of Public Works 1345 Sussex Turnpike Randolph, NJ 07869</i>	
2. Monthly Site Inspections	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
<i>The Township Department of Public Works (DPW) conduct informal inspections during daily routine operations, and identify deficiencies as they arise. The DPW Director inspects the entire DPW yard at least once a month to ensure that equipment and materials are stored properly and that there are no negative stormwater impacts or illicit discharges. Monthly inspection logs are kept in the DPW Director's office for recordkeeping.</i>	
3. Inventory List	
List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
<i>Stone Pile</i>	<i>Backhoes</i>
<i>Mulch Pile</i>	<i>Loaders</i>
<i>Drainage pipe and castings</i>	<i>Excavators</i>
<i>Inlet blocks</i>	<i>Paving equipment</i>
<i>Manhole lids, frames, inlet frames and castings</i>	<i>Roll-off dumpsters and containers (approx. 20)</i>
<i>Leaf pad (temporary – October-December)</i>	<i>Brine tanks (two 5,000-gallon tanks)</i>
	<i>Calcium chloride tanks (four 5,000-gallon tanks)</i>
	<i>Street Sweepers (2)</i>
	<i>Vacuum truck</i>
4. Discharge of Stormwater from Secondary Containment	
Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.	
<i>The secondary containment for the brine and calcium chloride tanks are currently in design. This section will be updated once secondary containment has been constructed.</i>	
5. Fueling Operations	
Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.	
<i>Fueling does occur on site from an underground storage tank. Drip pans are placed under leak-prone connections during bulk fueling. Routine inspections are conducted in and around the fueling area including the tanks and fuel pumps. Several signs promoting safe fueling practices are located around the fueling area, and a spill kit is located on site.</i>	

<p>6. Vehicle/Equipment Maintenance and Repair Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.</p>
<p><i>All vehicle maintenance is conducted indoors. Floor drains do not discharge; the drains are self-contained and do not drain to an external tank.</i></p>
<p>7. Wash Wastewater Containment Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.</p>
<p><i>All vehicles are washed in a self-contained wash bay. Rinse water discharges to a holding tank that is pumped as necessary. The tank is inspected monthly and before use.</i></p>
<p>8. Salt and Other Granular De-icing Materials Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p><i>The Township DPW currently stores de-icing materials at the maintenance yard. The salt is stored in a permanent structure which prevents exposure to rain, snow, or stormwater run-on. Additionally, the yard has two 5,000-gallon liquid brine tanks and four 5,000-gallon liquid calcium chloride tanks. These products are used to enhance the de-icing materials thus allowing DPW to use less material on the roads.</i></p>
<p>9. Aggregate Material, Wood Chips, and Finished Leaf Compost Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p><i>Aggregate material and clean stone are stored in three-sided storage bays; the open side is on the upslope. The area in front of the storage bays is swept after loading and unloading. Wood chips are stockpiled in tapered wind rows on paved areas. No finished leaf compost is stored on site.</i></p>
<p>10. Cold Patch Asphalt Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p><i>No cold patch asphalt is stored on site.</i></p>

<p>11. Street Sweepings and Storm Sewer Cleanout Materials</p> <p>Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p><i>Street sweeping and storm sewer cleanout materials are stored in a dedicated roll-off dumpster, which is covered when not actively being filled. The dumpster is regularly inspected for damage or leaks. The dumpster is hauled off for proper disposal when necessary.</i></p>
<p>12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings</p> <p>Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p><i>The Township has scheduled branch pickup in the spring and leaf pickup in the fall. Branches can also be dropped off at the recycling center. The leaves are placed on an impervious temporary leaf pad (October through December). Branches are ground into mulch. Grass clippings are not allowed with branch or leaf pickup, but residents are permitted to bring bagged grass clippings to the recycling center at the DPW yard. There is a designated dumpster for grass clippings, which is picked up by the MUA on a weekly basis. No construction debris is accepted from residents.</i></p>
<p>13. Scrap Tires</p> <p>Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p><i>Scrap tires are stored in a closed roll-off container dedicated to tires. The container is hauled off for proper disposal when necessary.</i></p>
<p>14. Inoperable Vehicles and Equipment</p> <p>Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.</p>
<p><i>We do temporarily store inoperable vehicles onsite in a paved area, away from storm drain inlets and other sensitive infrastructure. This area is inspected monthly by the DPW Director.</i></p>

Form 10 – Training
Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator.
<i>The Township Stormwater Program Coordinator (SPC) completes the mandatory NJDEP training every permit cycle.</i>

Topic	Municipal Employees
	Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos
	Describe the training provided for municipal staff.
SPPP	<i>Training is provided to staff that are involved in any requirement of the MS4 permit. Training includes a review of the current Stormwater Pollution Prevention Plan and applicable recordkeeping requirements. In-person training is conducted annually or on an as-needed basis.</i>
Construction Site Stormwater Runoff	<i>Training is provided to staff that are responsible for inspection of major construction projects. Training includes a review of soil erosion and sediment control requirements and enforcing the need for applicable construction sites to obtain a construction site stormwater runoff general or individual permit prior to the start of construction. In-person training is conducted annually.</i>
Post-Construction Stormwater Management in New and Redevelopment	<i>Training is provided to staff that are responsible for implementing permit requirements for new projects post-construction. Training includes a review of the requirements related to post-construction stormwater management in new development and redevelopment. In-person training is conducted annually.</i>
Community-wide Ordinances	<i>Training is provided to staff that are responsible for implementing the community-wide stormwater ordinances. Training includes a review of the requirements, enforcement, and the repercussions of non-compliance with the regulations. In-person training is conducted annually.</i>
Community-wide Measures	<i>Training is provided to staff that are responsible for conducting maintenance activities associated with community-wide stormwater pollution prevention / good housekeeping measures. Training includes the procedures outlined in the Stormwater Pollution Prevention Plan, such as street sweeping, inlet maintenance, and other maintenance items. In-person training is conducted by the DPW Director at the DPW office.</i>
Stormwater Facilities Maintenance	<i>Training is provided to staff that are responsible for the maintenance of MS4 stormwater facilities within the Township. Training includes required maintenance of inventoried stormwater facilities owned or operated by the Township, as well as those privately owned. In-person training is conducted by the DPW Director at the DPW office.</i>
Municipal Maintenance Yards and Other Ancillary Operations	<i>Training is provided to staff that are responsible for the operation and maintenance of the DPW yard as it pertains to the MS4 permit conditions. Training includes BMP implementation, good housekeeping measures, and conducting and documenting site inspections. In-person training is conducted by the DPW Director at the DPW office.</i>

MS4 Mapping	<i>Training is provided to staff that are responsible for mapping of the MS4 stormwater infrastructure. The Township Engineer / SPC is working on developing a system to map the remaining infrastructure by January 2026. The intention is to use ArcGIS Field Maps App to collect a majority of the data. Training on ArcGIS will be provided.</i>
Outfall Stream Scouring	<i>Training is provided to staff that are responsible for conducting inspections of stormwater outfalls for the purposes of stream scour. Training includes how to inspect, identify, correct, and document outfall pipe stream scouring and contributing factors. In-person training is conducted by the DPW Director at the DPW office.</i>
Illicit Discharge Detection and Elimination	<i>Training is provided to staff that are responsible for conducting inspections of stormwater outfalls for the purposes of illicit discharge detection. Training includes how to inspect, identify, eliminate, and document the impacts associated with illicit connections and details of the program including investigation techniques, physical observations, and field sampling. In-person training is conducted by the DPW Director at the DPW office.</i>

Stormwater Management Design Reviewers
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.
<i>Those individuals that review and approve stormwater management designs for major development projects on behalf of the Township must complete the mandatory NJDEP-provided SWMDR training every five years. If the stormwater management rules are amended and additional training is warranted, these same individuals must also complete the revised rule training.</i>

Municipal Board and Governing Body Members
Describe the training provided for members of the planning/zoning board and municipal council.
<i>Planning Board and Zoning Board members complete the “Asking the Right Questions” online training once per term of service. Each term thereafter, they must review at least one of the training tools on NJDEP’s stormwater training website.</i>

Training Records
Indicate the location of training records for the above required training.
<i>Training records are kept in the Municipal Clerk’s office.</i>

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
https://randolphnj.org/DocumentCenter/View/1349/Stormwater-Infrastructure-Map-PDF?bidId=	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	140
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	TBD
c. MS4 interconnections	TBD
d. MS4 storm drain inlets	3,189
e. MS4 manholes	TBD
f. Length of conveyance (channels, pipes, ditches, etc.)	TBD
g. MS4 pump stations	TBD
h. MS4 stormwater facilities (any that are not listed above)	80 ±
i. Maintenance yard(s) and other ancillary operations	1
3. Describe how the municipality's outfall/infrastructure map is reviewed and updated to reflect any new or newly identified MS4 infrastructure (e.g., an outfall is closed, a new basin is constructed, ownership of an outfall has changed, etc.).	
<i>The infrastructure map is currently limited to outfalls, storm drain inlets, and stormwater detention basins. The Township Engineer is working on developing a system to map the remaining infrastructure by January 2026. The intention is to use ArcGIS Field Maps App to collect a majority of the data. New infrastructure data will be collected as it is constructed.</i>	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
<i>The Township Engineer is working on developing a system to map the remaining infrastructure by January 2026. The intention is to use ArcGIS Field Maps App to collect a majority of the data. The data will be converted to shapefiles and submitted to the MS4 case manager prior to the January 2026 deadline.</i>	

Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your municipality is developing its Watershed Improvement Plan.
<i>The Township of Randolph is still gathering data to meet the requirements of Phase One of the Watershed Improvement Plan. The first step is to complete the MS4 infrastructure map.</i>
2. Describe any regional projects or collaboration efforts with other municipalities.
<i>There are no planned regional projects or collaboration efforts at this time.</i>
3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.
<i>All records pertaining to the Watershed Improvement Plan will be on file in the Municipal Clerk's office.</i>