

October 17, 2024

Township of Randolph
Municipal Building
Randolph, NJ
October 17, 2024

A. OPENING OF REGULAR MEETING

1. Opening of the Regular Meeting

This meeting is held pursuant to the New Jersey Open Public Meetings Act. Adequate notice of the meeting has been provided by posting written notice of the time, date, location, and, to the extent known, the agenda of the meeting in Randolph Township. This notice was posted on the Bulletin Board within Town Hall, it was filed with the Township Clerk, and it was provided to those persons or entities requesting notification. Notice was also provided to the Randolph Reporter and the Morris County Daily Record on November 30, 2023, by emailing them the annual resolution adopted by the Council on November 28, 2023. The annual resolution, which included this meeting date, was advertised in the West Morris Reporter, previously known as the Randolph Reporter, the official newspaper of the Township of Randolph, on December 7, 2023, and the Daily Record on December 4, 2023.

2. Roll Call

PRESENT: Councilwoman Elbaum
Councilman Forstenhausler
Councilman Nisivoccia
Councilwoman Thornton
Councilwoman Veech
Deputy Mayor Hathaway
Mayor Carey

Also Present: Township Manager Poff and Township Attorney Ed Buzak of the Law Offices of Surenian, Edwards, Buzak & Nolan LLC

3. Pledge of Allegiance

Mayor Carey led the Pledge of Allegiance.

B. PROCLAMATIONS

1. Shongum Elementary School Day

Mayor Carey presented Shongum PTO President Meghan McCormick with a proclamation recognizing October 23, 2024, as "Shongum Elementary School Day" in Randolph Township. The proclamation celebrates the elementary school's 55th anniversary, achievements, and contributions within the community.

Councilman Nisivoccia made a motion to approved the proclamation. Councilwoman Veech seconded the motion and the following roll call vote was taken:

AYES: Councilwoman Elbaum
Councilman Forstenhausler
Councilman Nisivoccia
Councilwoman Thornton
Councilwoman Veech
Deputy Mayor Hathaway
Mayor Carey
NAYS: None

2. Celebrating Diwali – The Festival of Lights

Councilman Nisivoccia made a motion to approved the proclamation. Councilwoman Veech seconded the motion and the following roll call vote was taken:

AYES: Councilwoman Elbaum
Councilman Forstenhausler
Councilman Nisivoccia
Councilwoman Thornton
Councilwoman Veech
Deputy Mayor Hathaway
Mayor Carey
NAYS: None

C. OPEN TO THE PUBLIC

Gene Stracco and Mike Garamella of the NJ Senior Games Association thanked the township for allowing them to host the Senior Softball Tournament at Brundage Park on August 24. They commended the Parks and Recreation Department for the great maintenance of the field, and noted that every player participating in the qualifying tournament is eligible to participate in the National Senior Games in Des Moines, Iowa. They discussed the various recreation opportunities offered to seniors in their organization. There was discussion about entry fees and the coordination for the trip to the National Senior Games and township sponsorship opportunities.

Seeing and hearing no one further, the public session was closed.

D. MANAGER’S REPORT

Manager Poff reported on the following items:

SeeClickFix Status – The SeeClickFix program is set to launch on Tuesday, November 12. Communications Director Robert Rios is working to develop the appropriate messaging for the launch. Deputy Clerk Mariam Sabri has done an outstanding job providing refresher training to all departments and finalizing details without customer success representative.

2024 County Trail Construction Grant Program – The township has been recommended for a \$93,148 grant for the Rosenfarb-Guerin Farms Trail to design a 1.14 mile gravel and boardwalk trail connecting Dover Chester Road to Calais Road and Veterans Community Park. Planning and Zoning Administrator Darren Carney put the application together.

2025 Budget Presentation – Capital budget meetings have been scheduled with department heads beginning the week of October 28. The capital projects spreadsheet along with supporting documentation (justification) has been compiled into a draft document by CFO Debbie Bonanno. The operating budget meetings will be scheduled in November with department heads.

2024 Leaf Collection Program – The Public Works Department will begin the township’s annual leaf collection program the week of October 19. Residents can locate their district number by referring to the Leaf Collection Program Street and District list on the township’s website. Any other inquires can be directed to the Department of Public Works at 973-989-7066.

New Jersey Highlands Survey – As a part of a larger economic sustainability plan for the Highlands region, a project is underway to create a regional identity or “brand” for the region. The first step in this process is gathering input and insights from those who know best – the local community. This survey is being conducted by North Star Place Branding and Marketing as part of an economic sustainability initiative funded by the New Jersey Highlands Water Protection and Planning Council. The link to the survey can be found on the township’s homepage.

Market Update – Phoenix Advisors, LLC, the township’s financial advisors, provides a market update several times a year. The US unemployment rate decreased from 4.3% in July to 4.2% in August. The consumer price index (CPI) rose 2.5% in August from a year earlier, declining for five consecutive months. However, June and July’s job growth figures were both revised down by 61,000 and 25,000, respectively. On September 18, the Federal Reserve voted to lower interest rates by a half-percentage point. The next Federal Reserve Meeting is November 7. Federal Reserve officials are expected to continue to cut rates at one or both of the remaining meetings this year.

E. APPROVAL OF MEETING MINUTES

1. Approval of Township Council Regular Meeting Minutes – September 17, 2024

Deputy Mayor Hathaway made a motion to approve the Regular Council Meeting Minutes from September 17, 2024. Councilwoman Thornton seconded the motion and the following roll call vote was taken:

AYES:	Councilwoman Elbaum Councilman Nisivoccia Councilwoman Thornton Councilwoman Veech Deputy Mayor Hathaway Mayor Carey
NAYS:	None
ABSTAIN:	Councilman Forstenhausler

F. COMBINED ACTION RESOLUTIONS

1. R 216-24 Authorizing Refund of Recreation Department Program Fees
2. R 217-24 Refund Legal Fees to FIG NJ19 LLC & Sec. Pty. as Lein Holder for Block 141, Lot 2, 1 Woodland Road - \$336.24
3. R 218-24 Authorizing Award of Contract Under the Educational Services Commission of New Jersey Cooperative ("ESCNJ", Identifier: 65MCESCCPS) for Roof Replacement Utilizing Contract 23/24-28 Job Order Contracting General Repair and Maintenance to Murray Paving and Concrete - Town Hall Roof Replacement Not to Exceed \$506,000.00

CERTIFICATION OF AVAILABILITY OF FUNDS

Dated: October 17, 2024

As required by N.J.S.A. 40A:4-57, N.J.A.C. 5:30-5.3-5.5, and any other applicable requirement, I, Deborah Bonanno, Director of Finance for the Township of Randolph, have ascertained that funds are available to award a contract in an amount to exceed \$506,000 to Murray Paving and Concrete for Town Hall roof replacement according to the submitted quote.

Deborah Bonanno
Chief Financial Officer
Budget Account: #04-215-56-038-302

4. R 219-24 Authorizing Refund for Hydrant Meter Rental Fee to Glenn and Joseph Antico, P.O. Box 392, Martinsville, NJ - \$800.00
5. R 220-24 Authorizing Release of Performance Bond and Final Payment and Acceptance of Maintenance Bond for CCM Pump Station Replacement Project to Dulaine Contracting, Inc.
6. Raffle License, Casino Night, Abhay S Mainkar Foundation, Inc, 50 Mabro Drive, Denville, at the Meadow Wood Manor, 461 Route 10, Randolph, November 22, 2024, 6:00 p.m. - 11:00 p.m.
7. Raffle License, Off-Premise Merchandise, Roxbury Jr. Gaels Football, P.O. Box 619, Succasunna, NJ, at the Meadow Wood Manor, 461 Route 10, Randolph, December 3, 2024, 6:00 p.m. - 10:00 p.m.

Councilwoman Thornton made a motion to approve the Combined Action Items. Councilman Nisivoccia seconded the motion, and the following roll call vote was taken:

AYES: Councilwoman Elbaum
Councilman Forstenhausler
Councilman Nisivoccia
Councilwoman Thornton
Councilwoman Veech

Deputy Mayor Hathaway
Mayor Carey
NAYS: None

G. ORDINANCES: SECOND READING/PUBLIC HEARING

1. Ordinance 17-24 Amending Sections 2-138 and 2-139 of the Revised Ordinances of the Township of Randolph to Indicate that the Position of Assistant Township Manager is Not Eligible and Required to Participate In and Is Exempt from Participation in the Defined Contribution Retirement Program

BE IT RESOLVED, that an Ordinance entitled, An Ordinance Amending Sections 2-138 and 2-139 of the Revised Ordinances of the Township of Randolph to Indicate that the Position of Assistant Township Manager Is Not Eligible and Required to Participate In and Is Exempt from Participation in the Defined Contribution Retirement Program, be read by title on second reading and a hearing held thereon.

Manager Poff explained that the purpose of this ordinance is to amend Sections 2-138 and 2-139 of the Revised Ordinances of the Township of Randolph to indicate that the position of Assistant Township Manager is not eligible and required to participate in, and is exempt from participation in, the Defined Contribution Retirement Program.

OPEN TO THE PUBLIC

Seeing and hearing none, the public hearing was closed.

BE IT RESOLVED, that an Ordinance entitled, An Ordinance Amending Sections 2-138 and 2-139 of the Revised Ordinances of the Township of Randolph to Indicate that the Position of Assistant Township Manager Is Not Eligible and Required to Participate In and Is Exempt from Participation in the Defined Contribution Retirement Program, be passed on final reading and that a Notice of Final Passage of said Ordinance be published in the official designated newspaper according to law.

Councilman Forstenhausler made a motion to adopt the ordinance. Councilwoman Thornton seconded the motion, and the following roll call vote was taken:

AYES: Councilwoman Elbaum
Councilman Forstenhausler
Councilman Nisivoccia
Councilwoman Thornton
Councilwoman Veech
Deputy Mayor Hathaway
Mayor Carey
NAYS: None

H. OPEN TO THE PUBLIC

Seeing and hearing none, the public session was closed.

I. COUNCIL COMMENTS

Councilman Nisivoccia reported attending several community events, including the Mission Gratitude Pediatric Dental Associates event on Sunday, October 6; the Chabad Center for Jewish Life's Bring Them Home program; and the Economic Development Committee's Business Achievement Award presentation to Morris Habitat for Humanity ReStore. He thanked the ReStore for being an active member of the business community and for its partnership in meeting the township's affordable housing obligations. He attended the open house for the Randolph Friends Meeting House and commended its leadership for the planning and successful completion of preservation projects. Additionally, he attended the Ironia Firehouse Pancake Breakfast event on Sunday, October 13. He concluded his report by thanking township staff for updating the Land Use Code to include information on native plants, drought-resistant plants, and pollinator-friendly plants. He noted that this update was a priority for the Environmental and Landmark Committee and the Bee City USA Subcommittee.

Councilwoman Thornton reported attending the St. Matthew Apostle Parish Blessing of the Animals event. She mentioned that, as a member of the Ironia Fire Company, the Pancake Breakfast has always been a successful fundraiser that receives strong community support.

She shared that the Community Garden was undergoing its membership renewal period and that garden leadership is considering the implementation of gardener training and responsibility sessions. She reported that cracks on the basketball courts at Brundage Park and Freedom Park have been filled, and that the township has contracted with Corby Associates to review and provide safety recommendations for all parks and playgrounds. She stated that Parks and Recreation staff would also receive playground safety training through the Joint Insurance Fund on Wednesday, October 30. She shared that the Skate Park Subcommittee is finalizing its formation and is starting to gather information about other municipal skate parks.

She reported that the Randolph Library received its Per Capita State Aid, totaling \$14,302, which is \$288 less than the previous year. The Department of Public Works is assisting the library with lighting improvements. She concluded her report by sharing that the Friends of the Randolph Library have started a small ongoing book sale within the library, and that the library has asked the group to assist with visits to Brightview and Sunrise Senior Living communities. She noted that the library circulates an average of 22,000 items monthly, roughly 800 items per day.

Mayor Carey inquired about the presence of other municipal skate parks in Morris County. Councilwoman Thornton confirmed that there are none in Morris County and that the subcommittee is considering a park in West Orange and another out of state.

Councilmember Elbaum reported that the Recreation Advisory Committee discussed the installation of a new scoreboard at Freedom Park. She also shared that enrollment for the Arts in the Park event, scheduled for May, is now open.

She reported that the Trunk or Treat event is scheduled for Saturday, October 26, and the Turkey Trot for Thursday, November 28. She noted that the board briefly discussed the potential transition from Little League to Cal Ripken Baseball.

She reported that representatives from the Brundage Playhouse presented performance statistics to the committee, sharing that the playhouse sold out 22 performances and generated approximately \$22,000 in profit in 2024. The next performance will be *Cabaret*. The representatives also reviewed upcoming renovation and upkeep projects, including mulching, seeding, planting, lobby TV installation, and new flooring. Tickets can now be purchased online through the playhouse's new ticketing system.

She reported that the Board of Health held its first meeting with the new Township Health Officer, Courtney Sartain. The board discussed upcoming screenings, efforts to obtain accreditation for the Health Department, and two pending grants—one from Sustained NJ and another for a nurse educator. They also discussed the \$10,000 grant awarded for the Mayor's Wellness Campaign, which must be used by Monday, October 28. She mentioned that a board member offered to provide additional CPR and AED training, expressing that current communication about the training could be improved. Councilmember Elbaum said she would follow up with Communications Director Rob Rios to increase visibility. She noted that the board is also working to install signs on township fields to indicate the location of AED devices.

Councilwoman Veech recalled participating in safety protocol briefings before business meetings in her professional career and suggested implementing a similar practice before games. Councilwoman Thornton proposed that coaches might conduct disclaimers of a similar nature. Councilmember Elbaum continued by reporting that Dr. Millman of the Board of Health suggested creating a proclamation to acknowledge the contributions of the Recycling Center employees.

She concluded her report by sharing that she attended the Randolph Area Chamber of Commerce (RACC) Multi-Chamber Networking Event, which was held at the County College of Morris and was one of the most well-attended events since the COVID-19 pandemic. She noted that the RACC engaged two local businesses to cater the event and launched a new website.

Councilman Forstenhausler reported that he attended the Third Quarter Safety Meeting, where finalized accident reports were reviewed, and a suggestion was made to remove personal information from personnel forms. He reviewed lost time frequency reports, noting that the frequency was 0.8% in 2022 and has remained 0% in both 2023 and 2024, with the township being praised for its minimal lost time per 100 employees. He mentioned that NJ Municipal Excess Liability offers online classes and certificate programs for employees. He concluded his report by sharing that the anticipated workers' compensation claim for the quarter was \$46,531, while the actualized amount was \$7,771; very few injuries and lost time were reported.

Councilwoman Veech asked if cybersecurity was discussed during the safety meeting. Councilman Forstenhausler stated that the Township IT Director provided cybersecurity updates separately. Manager Poff noted that cybersecurity updates are also shared during bi-monthly staff meetings.

Councilwoman Veech reported attending an Ordinance Workgroup meeting and a Planning Board meeting. She noted that the board approved a drive-thru installation at the Dunkin' Donuts on the corner of Millbrook and Route 10. She explained that the applicants had adjusted their application per the board's recommendations from a few meetings ago and were granted the variances they needed. She described the accommodations for the drive-thru and site modifications.

Deputy Mayor Hathaway reported that the Ordinance Workgroup discussed various ordinances to be introduced before the end of the year. They reviewed an ordinance to codify property tax exemptions for 100% disabled veterans, currently benefiting 31 properties in Randolph. They discussed an update to the LOSAP ordinance, which is being developed in collaboration with EMS and Fire Department leadership to reflect the current needs of volunteer organizations. They also reviewed an ordinance amendment related to sidewalk maintenance and a land use ordinance that would provide updates to the township's site plan application process with the Planning Board. He commended Councilwoman Veech for her leadership in identifying necessary updates, noting that this ordinance will likely come before the council in 2025.

Mayor Carey reported that she attended the Mount Freedom Jewish Center's Bring Home the Hostages Walk. She also visited Girl Scout Troop #98864 at Fernbrook Elementary School, where the troop was working on its democracy badge. During the visit, she shared her experience as Mayor and her role within the township. She mentioned that she, Deputy Mayor Hathaway, and Communications Director Robert Rios recently collaborated on a video to highlight the township's upcoming Halloween events. She noted that the township's Facebook page followers have increased by 12% this year. She shared that several council members will attend a memorial service for Lance Tkacs on Saturday, October 19. She reported that she would attend the Mental Health Association Annual Breakfast on Friday, October 18. She concluded by sharing that the "Mondays with the Mayor" program has continued to be successful, with many residents participating.

J. EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231 P.L. 1975 (N.J.S.A. 10:4-12) permits the exclusion of the public from a meeting under certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Township of Randolph, in the County of Morris, and in the State of New Jersey as follows:

1. The public shall be excluded from the remaining portion of this meeting.
2. The general nature of the subject matter to be discussed is as follows:
 - A. Litigation: Kazanchy v. Randolph
 - B. Attorney / Client Privilege: Affordable Housing Obligations

C. Attorney / Client Privilege: State Licensed Housing

3. As nearly as can now be ascertained, the matter or matters to be discussed at this time will be disclosed to the public at such time and under such circumstances as are prescribed by law.
4. At the conclusion of the Executive Session, the Council may or may not reconvene in public session for the purpose of taking formal action on matters discussed in closed session or on any matter as permitted by law.

Deputy Mayor Hathaway made a motion to enter into Executive Session at 6:50 p.m.
Councilman Forstenhausler seconded the motion and the following roll call vote was taken:

AYES: Councilwoman Elbaum
Councilman Forstenhausler
Councilman Nisivoccia
Councilwoman Thornton
Councilwoman Veech
Deputy Mayor Hathaway
Mayor Carey
NAYS: None

Councilman Forstenhausler made a motion to close the Executive Session and reopen the meeting at 7:35 p.m. Councilman Nisivoccia seconded the motion and the following roll call vote was taken:

AYES: Councilwoman Elbaum
Councilman Forstenhausler
Councilman Nisivoccia
Councilwoman Thornton
Councilwoman Veech
Deputy Mayor Hathaway
Mayor Carey
NAYS: None

Councilman Forstenhausler made a motion to authorize the Township Attorney to proceed with the Kazanchy matter as discussed in the Executive Session. Councilwoman Veech seconded the following roll call vote was taken:

AYES: Councilwoman Elbaum
Councilman Forstenhausler
Councilwoman Thornton
Councilwoman Veech
Deputy Mayor Hathaway
Mayor Carey
NAYS: None
ABSTAIN: Councilman Nisivoccia

K. ADJOURNMENT

Councilwoman Veech made a motion to adjourn the meeting at 7:37 p.m. Councilman Forstenhausler seconded the motion, and the following roll call vote was taken:

AYES:	Councilwoman Elbaum
	Councilman Forstenhausler
	Councilman Nisivoccia
	Councilwoman Thornton
	Councilwoman Veech
	Deputy Mayor Hathaway
	Mayor Carey
NAYS:	None