

October 23, 2025

Township of Randolph
Municipal Building
Randolph, NJ
October 23, 2025

A. OPENING OF REGULAR MEETING

1. Opening of the Regular Meeting

A regular meeting of the Randolph Township Council was called to order at 6:00 p.m. by Mayor Hathaway. The 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 West Morris Reporter and the Morris County Daily Record on November 27, 2024, by emailing them the annual resolution adopted by the Council on November 26, 2024. The annual resolution, which included this meeting date, was advertised in the West Morris Reporter, the official newspaper of the Township of Randolph, on December 5, 2024, and the Daily Record on December 3, 2024. Notice was also provided to TapInto Randolph, the official Township online digital publication, on November 27, 2024.

2. Roll Call

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

Also Present: Township Manager Poff, Assistant Township Manager Evan Covello, and Township Attorney Ed Buzak from the Law Office of Surenian, Edwards, Buzak, & Nolan, LLC.

3. Pledge of Allegiance

Deputy Mayor Forstenhausler led the Pledge of Allegiance.

B. PRESENTATION

1. Proclamation – Italian-American Heritage Month – October 2025

Deputy Mayor Forstenhausler read the proclamation into the record.

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

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

C. OPEN TO THE PUBLIC

Jim McConnell of 45 Carrell Road thanked the Township Council, the Manager's Office and the Clerk's Office for their support during the past month since his wife Betty McConnell's passing. He thanked everyone for their kind words and letters. He and his family were very appreciative.

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

D. MANAGER'S REPORT

Manager Poff reported on the following items:

Agenda Management Software - The CivicPlus Agenda Management Software migration will officially launch with a kick-off meeting on October 29. A notice of non-renewal has been submitted to BoardDocs/Diligent, and staff is coordinating data export protocols with a target completion date of December 15. The phased migration approach will minimize disruption to the council meeting workflow, with parallel systems running through December 31, 2025.

Police Department Recruitment Success and Officer Training – The Police Department achieved a significant milestone on October 9 when all four conditional offers were accepted by top candidates. The department is positioned to reach 100% authorized staffing (36 sworn officers) by January 2026 for the first in more than four years.

AutoPay Enrollment – As of October 23, AutoPay enrollment stands at 57% of previous users, with 846 residents successfully transitioned to the WIPP Autopay system following the October 24 deadline – staff continues targeted outreach to the remaining 43% of households.

Election Preparation – The Clerk's Office is executing final preparations for the General Election on November 4, which will serve approximately 20,300 registered voters across 19 voting districts.

Dogwood Pump Station – The Dogwood Pump Station rehabilitation project is advancing to the design phase. Dewberry Engineers is finalizing their updated proposal, with contract award for design work targeted before year's end to maintain the Winter 2025/Spring 2026 construction timeline. The proposed scope includes replacement of existing pumps and controls, installation of a natural gas generator, drainage improvements, and building improvements surrounding the pumps. Preliminary engineering estimate: \$95,700 for design, \$600,000 for construction; funding source Sewer Utility Capital. The check valve installation is scheduled for October 29 as noted in

the prior report and will be completed on schedule, finalizing the multi-phase upgrade project that began in December 2023 at a total cost of \$402,382.

Morris Turnpike Paving – The bid award to Riverview Paving is scheduled for tonight’s meeting at a contract amount of \$644,258 which is 9% under the engineer’s estimate of \$710,916. Construction is scheduled for Spring 2026 with an anticipated 3-month timeline. Project funding source: NJDOT Local Aid Grant of \$338,819, Township Capital Fund of \$305,439.

Parks & Recreation Capital Projects Status – Multiple Park improvement projects continue to advance, with the majority tracking on schedule and within budget:

- Rosenfarb Park: Basketball Court, Playground, landscaping, fencing, pathways, Engineering coordination/trail construction.
- Freedom Park Ballfield Lighting
- Freedom Park Hardscaping
- Heistein Park Fencing
- Veterans Community Park Wood Sealing

Public Works Fall Crack Sealing Program – The department commenced the fall crack sealing project on October 14; the DPW is working from a prioritized list of 36 roads. This approach enables proactive pavement preservation, with recently paved roads showing minor cracks addressed first to maximize the useful life extension. The program utilizes a shared service crack sealing unit purchased jointly with Jefferson Township at a combined cost of \$37,000, representing 50% savings versus individual purchase. The treatment process is one tool in preserving and extending the longevity of recently paved roads, with an estimated 15% extension in pavement life when applied within 2-5 years of initial paving.

Engineering Department Project Status – The 42 Lawrence Road Retaining Wall project has been completed, finishing two days ahead of schedule with strong homeowner satisfaction. Final project cost was \$60,205 (\$58,795 construction contract to Viersma Construction plus \$1,410 for river rock aesthetic improvements), coming in \$205 over the engineer’s estimate of \$60,000. The decision to complete final construction plans in-house rather than through the external consultant generated an estimated savings of \$10,000 beyond the original \$10,850 paid for preliminary engineering and surveying work.

NJDOT Partnership and Route 10 Corridor Improvements – The township continues productive collaboration with the New Jersey Department of Transportation on multiple safety and traffic flow improvements along the Route 10 corridor. NJDOT Director of Communications James Barry provided an updated status report on October 21 documenting six active improvement projects, with an additional two projects identified by township staff (Center Grove Road and Sussex Turnpike).

NJDOT has completed three immediate safety improvements with three additional projects in design phase. Critical follow-up items requiring advocacy: Center Grove Road split-phase signals (high pedestrian fatality location) and Sussex Turnpike flooding mitigations.

NJDOT has proposed a joint visit with Commissioner O’Connor in late fall to highlight this partnership and the completed improvements. This intergovernmental collaboration demonstrates

October 23, 2025

effective advocacy for township infrastructure needs and positions Randolph favorably for future NJDOT capital planning cycles.

Councilman Nisivoccia asked Manager Poff which portions of Morris Turnpike were scheduled to be resurfaced. Manager Poff explained that it was the site of the waterline that had been installed on Route 10. The total project cost is in excess of \$600,000. It is scheduled for Spring 2026, with an anticipated three-month timeline, given the amount of basin repair, reconstruction, concrete, and paving work involved. Councilman Nisivoccia asked whether the township-funded portion would come from this year's budget or the 2026 budget. Manager Poff explained that the majority of the funds have already been appropriated, and any remaining balance will be incorporated into the 2026 Capital Improvement Fund.

Councilwoman Thornton thanked Manager Poff, Chief Harzula, and the Police Department staff for their concentrated effort on new hiring initiatives. She stated that law enforcement across the board has experienced recruitment and retention challenges, and the fact that the township's Police Department will be fully staffed is fantastic.

E. COMBINED ACTION RESOLUTIONS

1. R 214-25 Authorizing Treasurer to Refund Overpayment of Taxes to Heinze Law, P.A. Attorney Trust Account for Block 119, Lot 105, 690 Millbrook Avenue - \$14,522.20
2. R 215-25 Authorizing the Adoption of the 2025 Morris County Hazard Mitigation Plan Update
3. R 216-25 Authorizing Award of a Contract for Morris Turnpike Improvements Project to Riverview Paving, Inc. - Not to Exceed \$644,258.52

CERTIFICATION OF AVAILABILITY OF FUNDS

Dated: October 23, 2025

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 not to exceed \$644,258.52 to Riverview Paving, Inc., Hackettstown, NJ FOR THE Morris Turnpike Improvements Project as detailed in the contractor's response provided to the township's public bid solicitation.

Deborah Bonanno
Chief Financial Officer

Budget Accounts: 04-215-56-042-304
04-215-56-047-300

4. R 217-25 Authorizing Rejection and Award of MCCPC Contract #1 (Motor Oils & Miscellaneous Lubricants)
5. R 218-25 Authorizing Rescission and Re-Award of Item #7 in MCCPC Contract #15-C (Utility Vehicles, 2026 Models)

6. R 219-25 Authorizing Rejection and Award of MCCPC Contract #22 (DPW Uniforms/Work Shoes/Boots)
7. R 220-25 Authorizing Rejection of a Bid for MCCPC Contract #23 (Police Uniforms & Equipment)
8. R 221-25 Authorizing Rejection and Award of MCCPC Contract #41 (Purchase of Communications Equipment)
9. R 222-25 Authorizing Award of MCCPC Contract #49 (Disposal/Recycling of Municipal Road Wastes)
10. R 223-25 Authorizing the Rescission of the Award for Category I, Item E, in MCCPC Contract #15-D (Service/Truck Bodies, Most Current)
11. R 224-25 Authorizing the Award of a Professional Services Agreement to Settembrino Architects for the Development of a Proposed Arts Center for the Period of October 23, 2025 Through October 22, 2026 - Not to Exceed \$59,500 Plus Reimbursable Expenses

CERTIFICATION OF AVAILABILITY OF FUNDS

Dated: October 23, 2025

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 not to exceed \$59,500 plus reimbursable expenses to Settembrino Architects for the architectural design of an Arts Center as detailed in the professional's proposal provided to the township.

Deborah Bonanno
Chief Financial Officer
Budget Accounts: 04-215-55-999-309

12. R 225-25 Authorizing Change Order (Final Quantities Change Order) to Bob Viersma & Sons, Inc. for 42 Lawrence Road Retaining Wall Replacement Project

Item #11, R 224-25, Authorizing the Award of a Professional Services Agreement to Settembrino Architects for the Development of a Proposed Arts Center – Councilwoman Veech commented that the Performing Arts Center Steering Committee conducted interviews and selected this architect based on a number of factors. The committee recommended approval of this proposal.

Councilwoman Thornton referred to the language in the award stating “plus reimbursable expenses.” She asked what those expenses would be outside of the contract. There was a consensus that it referred to standard administrative costs, such as copies, mileage, and similar items.

Councilman Nisivoccia made a motion to approve the combined action agenda. Councilwoman Veech seconded the motion, and the following roll call vote was taken:

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

F. DISCUSSION ITEMS

1. 2025 Municipal Best Practices Inventory

Manager Poff explained that Department of Community Affairs requires the township respond annually to the Best Practices Inventory which is used by the state to evaluate the performance of local government agencies and determine a municipality's eligibility for state aid. He was pleased to report that the township's final score was 41 out of a possible 43.5, or 94.3%. He noted that the township significantly exceeded the minimum threshold of 32 points required to receive full state aid payment. He explained that the township's strengths included meeting statutory deadlines for budget adoption, the annual financial statement, and the annual debt statement; strong cash management practices; and prospective implementation of quarterly reporting. He shared that the municipality is in full compliance with the general ledger, electronic records requirements, proper surety bonds, and American Rescue Plan reporting requirements. Other areas of strength for the township include public access and transparency, verification of professional certifications, and lead remediation.

He concluded his summary by stating that the township has again demonstrated strong financial management and regulatory compliance with 41 points, substantially exceeding the 32-point threshold, and therefore will receive 100% of its final aid formula payment. The township's current answers to the Best Practices Inventory continue to reflect sound administrative practices and attention to state requirements.

He thanked CFO Debbie Bonanno, who was instrumental in leading the completion of the inventory.

2. Surrogate Heather Darling – 2024 Surrogate Report

Morris County Surrogate Heather Darling shared information about the resources available to Morris County residents through her office. She explained that the Surrogate Office's website features various print materials in digital formats, annual reports, and numerous videos addressing commonly asked questions. She highlighted the office's 24-hour appointment system, which makes it very convenient for residents to schedule appointments.

She reported that her office has implemented an AI search bot on the Surrogate website. The feature works on the internal backend and assists users with navigating and searching the site. Surrogate Darling and her staff provided a demonstration of their website's virtual assistant.

Councilwoman Carey asked whether the Surrogate's Office analyzes data from interactions with the virtual assistant. Surrogate Darling confirmed that they generate data to assist with making informed decisions.

G. OPEN TO THE PUBLIC

Lane Broyles of 115 Carrell Road thanked Police Chief Will Harzula and the Randolph Police Department for their response to the bomb threat scare. She stated that there was a concern regarding maintenance of the trail on Brandywine Court, particularly related to parking. She was concerned that students waited on the school field for two hours during the incident; she was concerned about the safety of the field as responders were assessing the building. She noted that the field backed up to the woods, which were unprotected as well. She asked who maintained the field and noted that, aside from parking needs, it also requires protection during such incidents.

She referred to the school referendum for construction improvements and noted that the Township Manager's previous response about the inspections being at the state level was inaccurate. She commented that the site is a town property and therefore inspections are conducted through the town at some level; when a resident makes inquiries about a property in town, the matter should not be pushed off onto the state. She asked the municipality to hold the school accountable for its communication.

Deputy Mayor Forstenhausler stated that the concern would be brought up at the next Board of Education Liaison meeting.

Seeing and hearing none, the public session was closed.

H. COUNCIL COMMENTS

Councilwoman Carey reported that the Recreation Advisory Committee meeting was canceled. She attended the Lance Tkacs Bench Dedication Ceremony at Veterans Community Park. She stated that the ceremony was very well attended and the new benches looked very nice. On Saturday, October 18, she attended the Elite Toma Break-a-Thon event supporting the township Fire Departments.

Councilwoman Elbaum reported that she attended the Randolph Area Chamber of Commerce Two Girls Media Wine and Beer Festival at Veterans Community Park on Saturday, October 11.

Councilwoman Thornton reported that the majority of the Township Council attended the Ironia Fire Company Pancake Breakfast. The biannual fundraiser is typically held to support the fire company, but on this occasion, the proceeds went to a member who was fighting cancer. She noted that the outpouring of community support was amazing, and that all four firehouses worked the event, in addition to assistance from a Roxbury Fire Company.

Councilman Nisivoccia commented that the Ironia Pancake Breakfast was a great event. He commended his colleagues for breaking their boards at the Elite Toma Break-a-Thon event. He reported that the Trails Advisory Committee met with a resident who suggested installing a trail from Sussex Turnpike along Hanover Avenue to Central Park. The distance of the suggested trail would be about nine miles. The committee reviewed the request and determined that it was more

October 23, 2025

suited as a sidewalk and they shared the suggestion with the Manager for consideration in the township's circulation plan. He shared that a Turkey Trot is planned for Thanksgiving morning at 10:00 a.m.; the starting point will be Brundage Park. He reported that the basketball court has been installed at Rosenfarb Park, and the playground is in the process of being installed; the goal is to have an official opening this spring. He shared that New Jersey Blood Services reported that 32 pints of blood were collected at the blood drive hosted by the West Morris YMCA.

He commented that the Bench Dedication for Lance Tkacs was well done; Mr. Tkacs was a friend to all of the council, and his son and brother shared wonderful stories in his memory. He also reported attending the County College of Morris building dedication for its Health Professionals facility. He concluded his report by sharing that he attended a coffee meeting with VFW Post 7333 with Deputy Mayor Forstenhausler and the Randolph Reminisces Program on local distilleries at the library.

Councilwoman Veech noted that she asked Phil Sheehy to share her observation with the Trails Advisory Committee that many people will be cooking on Thanksgiving Day; therefore, the Turkey Trot at 10:00 a.m. will not work for some people. She asked them to consider holding the Trot on the Friday following Thanksgiving. She reported that she and Councilwoman Carey attended the Brundage Park Playhouse production of 'Ride the Cyclone. 'She attended many of the previously mentioned events, including the Bench Dedication for Lance Tkacs. She reported that the Parks Advisory Committee met and discussed cameras being installed at Rosenfarb Park. She noted that there were some complaints about deer coming out of the parks into residential yards. She reported that over 150 pounds of food and large gourds were donated to food shelters from the Community Garden.

She encouraged the community to visit the township website to learn about the Halloween activities planned for the coming weekend and noted that she and Councilwoman Carey were featured in a video highlighting those events, which will be shared on social media shortly. She attended the mahjong program at the library; there will be beginner classes on starting in January on Fridays at 12:30 p.m. for six weeks; the library plans to advertise the program. She concluded her comments by encouraging the council to continue delivering new resident packages.

Deputy Mayor Forstenhausler did not have anything further to report.

I. 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. Attorney/Client Privilege: State Licensed Housing
- B. Attorney/Client Privilege: Affordable 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.

Councilwoman Veech made a motion to enter into Executive Session at 6:50 p.m.

Councilwoman Thornton seconded the motion, and the following roll call vote was taken:

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

Councilwoman Carey made a motion to close the Executive Session and reopen the meeting at 7:00 p.m. Councilwoman Veech seconded the motion, and the following roll call vote was taken:

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

J. ADJOURNMENT

Councilwoman Veech made a motion to adjourn the meeting at 7:00 p.m. Deputy Mayor Forstenhausler seconded the motion, and the following roll call vote was taken:

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