

**AMENDED MINUTES  
(APPROVED AT COUNCIL MEETING ON 4/23/26)**

Township of Randolph  
Municipal Building  
Randolph, NJ  
July 2, 2024

**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 Carey. 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 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: Councilman Forstenhausler  
Councilmember Nisivoccia  
Councilwoman Thornton  
Councilwoman Veech – via Phone  
Deputy Mayor Hathaway  
Mayor Carey  
ABSENT: Councilmember Elbaum

**Also Present:** Township Manager Poff, Chief Financial Officer Debbie Bonanno and Township Auditor Kathryn Mantell of Nisivoccia LLP.

**3. Pledge of Allegiance**

Mayor Carey led the Pledge of Allegiance.

**B. PRESENTATION**

**1. Presentation of the 2023 Audit by Kathi Mantell**

Auditor Kathi Mantell outlined the 2023 Audit Report. She stated that the auditors examined the allocation of American Rescue Plan Act funds, fund balance items, and the effects of inflation on municipal finances. She noted that the municipal organization was financially strong. The

2023 Audit Report resulted in no recommendations for the township. She commended the township staff for their efforts.

### **C. OPEN TO THE PUBLIC**

Seeing and hearing none, the public session was closed.

### **D. MANAGER'S REPORT**

Manager Poff reported on the following items:

**Toll Brothers Request** – The township is in receipt of a request to meet with Toll Brothers regarding a concept plan for the development of residential units (60 market rates and 15 affordable) at 855 Route 10. The matter is being referred to the council Land-Use Workgroup for review. A response will be provided to the entire council after the workgroup has had an opportunity to discuss.

**Payment Options and Mail Delivery** – Township staff have identified ongoing issues with mail delivery to the municipal building. As a result, the Township Communications Director has put together various messages to inform residents about different payment options to avoid incurring late fees.

**Ethernet Wiring (2024 Key Initiative)** – A significant upgrade to the network infrastructure within the municipal building has been completed. This project involves the installation of new ethernet wiring to all desks and office locations, ensuring improved connectivity and network performance. The goal is to provide a more robust and reliable wired network that will complement the township's existing wireless system. The new ethernet wiring will offer faster speeds, enhanced security, and a more stable connection for all of the township's critical operations.

**Bedminster Road Repair** – Township staff received a very nice compliment from a resident on the referenced road as the result of work performed by the Department of Public Works. The resident shared, "I believe it's more common for people to complain and rarely, if ever give thanks when a task is well done. So, I wanted to make sure I recognized the work of your team, and send this email out quickly ... Please pass these words of gratitude along to all involved in the project. RANDOLPH. WHERE LIFE IS WORTH LIVING!" Manager Poff commended the township staff for their exceptional work in service to residents.

**Market Update** – Phoenix Advisors, LLC, the township's financial advisors, provides a market update several times a year. Of particular note, Municipal bond issuance for the first half of 2024 is up 30.4% year-over-year from the first half of 2023. This is the sixth consecutive month that municipal bond volume has increased year-over-year. The next Federal Reserve Meeting is July 31. Federal Reserve officials are expected to cut rates only once this year. Investors anticipate the cut to occur at the September meeting, at the earliest.

Resident Request Software (2024 Key Initiative) – One of the most significant challenges for government leaders is successfully facilitating the number and variety of service requests that exist today. Where residents used to commonly call or walk into a public office to report graffiti or potholes, today they need a contactless solution that is easy for their leaders to receive and track and that remains visible to the requesting resident. Assistant Township Manager Stuart Greer is overseeing the implementation of a customer relationship management solution that allows residents to report issues, identify repair needs, share feedback, and ask questions of their local government. The system will allow for more information

## **E. APPROVAL OF MEETING MINUTES**

Deputy Mayor Hathaway made a motion to approve the Regular Township Council meeting minutes of June 4, 2024. Councilmember Nisivoccia seconded the motion, and the following roll call vote was taken:

|         |                                                                                                                                              |
|---------|----------------------------------------------------------------------------------------------------------------------------------------------|
| AYES:   | Councilman Forstenhausler<br>Councilmember Nisivoccia<br>Councilwoman Thornton<br>Councilwoman Veech<br>Deputy Mayor Hathaway<br>Mayor Carey |
| NAYS:   | None                                                                                                                                         |
| ABSENT: | Councilmember Elbaum                                                                                                                         |

## **F. COMBINED ACTION RESOLUTIONS**

1. R 153-24 Authorizing Governing Body Certification of the Annual Audit
2. R 154-24 Authorizing Approval of Items of Revenue and Appropriations Per N.J.S.A. 40A:4-87 - Move Over Law Enforcement Grant - \$7,000.00
3. R 155-24 Authorizing Refund of Escrow Funds for Block 50, Lot 10.01, 3 Farmstead Court East, Argun Agarwal - \$587.50
4. R 156-24 Authorizing Approval of Items of Revenue and Appropriations Per N.J.S.A. 40A:4-87 - Clean Communities Grant - \$77,023.48
5. R 157-24 Authorizing Rescission and Re-Award of Category B, Item 29.a of MCCPC Contract #25 (Janitorial Supplies)
6. R 158-24 Authorizing Release of Cash Road Opening Bond for Block 51, Lot 31, 132 South Road, Randolph - \$500.00
7. R 159-24 Authorizing Change Order #3 for the Preventive Maintenance/Repair Contract of HVAC Equipment of Township Buildings/Complexes for the Period of January 1, 2023 Through December 31, 2025 with the Option to Extend For One (1) Two-Year Period or Two (2) One-Year Periods - \$7,500.00

CERTIFICATION OF AVAILABILITY OF FUNDS

Dated: July 2, 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 provide for additional time and materials in the contract awarded to 1<sup>st</sup> Goal Heating and Cooling for providing HVAC maintenance services to all municipal buildings in an amount not to exceed \$7,500.

Deborah Bonanno  
Chief Financial Officer  
Budget Account: 01-201-26-310-305 2024

8. R 160-24 Authorizing Sale of Surplus Personal Property No Longer Needed for Public Use on an Online Auction Website
9. R 161-24 Authorizing Township's Qualified Purchasing Agent to Award "Window Contracts" Below the Bid Threshold of \$44,000.00
10. R 162-24 Authorizing Township of Randolph to Enter into a Cooperative Pricing Agreement
11. R 163-24 Authorizing Refund of Recreation Program Fee - \$375.00
12. Raffle License - On-Premise Tricky Tray, Friends of Randolph Animal Pound, Inc., Saturday, September 14, 2024 (Rain Date Saturday, September 28, 2024), 11:00 a.m. - 4:00 p.m., Veterans Community Park, 100 Calais Road, Randolph
13. Raffle License - On-Premise 50/50, RHS Band Parents Association, Saturday, September 28, 2024, 4:00 p.m. - 10:00 p.m. at Randolph High School, 511 Millbrook Avenue, Randolph

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

|         |                                                                                                                                                                                |
|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| AYES:   | Councilman Forstenhausler<br>Councilmember Nisivoccia – Abstained to Item #1 (R-153-24)<br>Councilwoman Thornton<br>Councilwoman Veech<br>Deputy Mayor Hathaway<br>Mayor Carey |
| NAYS:   | None                                                                                                                                                                           |
| ABSENT: | Councilmember Elbaum                                                                                                                                                           |

## **G. ORDINANCES: SECOND READING/PUBLIC HEARING**

### **1. Ordinance 15-24 - An Ordinance Amending Ordinance No. 13-23 to Provide and Determine the Range of Compensation for Specified Officers and Employees in the Township of Randolph**

BE IT RESOLVED, that an Ordinance entitled, An Ordinance Amending Ordinance No. 13-23 to Provide and Determine the Range of Compensation for Specified Officers and Employees in the Township of Randolph, be read by title on second reading and a hearing held thereon.

Manager Poff explained that the purpose of this ordinance is to establish and set forth the salaries for the Township employees listed herein that will be in effect starting January 1, 2024.

#### **OPEN TO THE PUBLIC**

Seeing and hearing none, the public hearing was closed.

BE IT RESOLVED, that an Ordinance entitled, An Ordinance Amending Ordinance No. 13-23 to Provide and Determine the Range of Compensation for Specified Officers and Employees in the Township of Randolph, 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.

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

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

## **H. OPEN TO THE PUBLIC**

Seeing and hearing none, the public session was closed.

## **I. COUNCIL COMMENTS**

Councilwoman Veech had nothing to report for this meeting.

Councilwoman Thornton reported that she attended the Summer Beach Kick-Off at Randolph Lake on Saturday, June 22; she also attended the Morris County Pride Event at the County College of Morris on the same day. She participated in the ribbon-cutting for Paradise Farm on Saturday, June 29. She concluded her report by sharing that she attended the Randolph Library's most recent summer concert show.

Councilman Forstenhausler attended the ribbon-cutting ceremony for Paradise Farm on Saturday, June 29. He stated that the farm was very well-kept and set up beautifully; he was happy to see the business in the community.

Councilmember Nisivoccia reported that the Municipal Alliance Committee met on Tuesday, June 25. The committee continued to review ideas for alcohol and drug abuse prevention. The committee was continuing to work on the preparation of its booth for the upcoming Country Fair and the establishment of a wellness walk program on the trail system. He informed the council that the YMCA was now offering veteran discounts.

He reported that the Environmental and Landmark Advisory Committee met on Tuesday, June 25. The committee continued to review the state's complex composting regulations. The committee heard presentations from the public on the Bee-City Initiative and Bio Cars. He shared that the student members shared ideas for reducing pollution by minimizing vehicle idling during school pickup, and collecting reusable drink bottles for the local homeless population.

Deputy Mayor Hathaway reported that he attended the Morris Habitat for Humanity ribbon-cutting event for the remaining Bennett Avenue homes. He noted that the event was well-attended and that there were many representatives from local, state, and federal agencies in addition to private sector engagement. He commented that it was great to welcome the 12 new families to the community. He informed the residents about the New Residents Packet and commented that it was important that people were aware of these available resources.

He shared positive feedback from residents on the Summer Beach Kick-Off event. He thanked Parks and Recreation Director Russ Newman and Assistant Director Steve Eisenstein for coordinating the event and making it come to fruition. There was a discussion about the completed installation of changing tables at the Randolph Park Beach facilities.

He concluded his report by congratulating CFO Debbie Bonanno and the township staff on the successful audit report. He stated that while there were no current-year recommendations, this should not result in a lack of recognition of the amount of effort that was put into the process. He was pleased to see the positive results.

Mayor Carey reported that she received a lot of positive feedback on the Summer Beach Kick-Off event held at Randolph Lake. She attended the Morris County Pride Event held at the County College of Morris, and the Paradise Farm ribbon-cutting ceremony. She stated that the Paradise Farm representatives thanked Administrative Assistant Jenny Lambert, and Zoning Officer Richard Biase for their assistance in preparing for their grand opening. She thanked Deputy Mayor Hathaway for representing her at the Morris Habitat for Humanity ribbon-cutting ceremony. She shared that she will be holding Mondays with the Mayor sessions at the library on July 8, July 15, and July 22. She concluded her report by sharing that the Randolph Kiwanis Freedom Festival is scheduled to be held from July 11 – July 13.

## **J. EXECUTIVE SESSION**

No Executive Session was held for this meeting.

## **K. ADJOURNMENT**

Councilman Forstenhausler made a motion to adjourn the meeting at 6:34 p.m. Councilwoman Veech seconded the motion, and the following roll call vote was taken:

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

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Donna Luciani, Township Clerk