

January 27, 2022

Township of Randolph
Municipal Building
Randolph, NJ
January 27, 2022

A. OPENING OF REGULAR MEETING

1. Call to Order

A regular meeting of the Randolph Township Council was called to order at 6:00 p.m. by Mayor Potter. 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 19, 2021, by emailing them the annual resolution adopted by the Council on November 18, 2021. The annual resolution, which included this meeting date, was advertised in the Randolph Reporter, the official newspaper of the Township of Randolph and the Daily Record on November 24, 2021.

2. Roll Call

PRESENT: Council Member Carey
Council Member Forstenhausler
Council Member Loveys
Council Member Tkacs
Council Member Veech
Deputy Mayor Nisivoccia
Mayor Potter

Also Present: Township Manager Steve Mountain, Township Planning and Zoning Administrator Darren Carney, Township Health Officer Mark Caputo, and Township Attorney Ed Buzak from Buzak Law group (via phone)

3. Pledge of Allegiance

Mayor Potter led the Pledge of Allegiance.

Mayor Potter acknowledged that January 27th has been recognized as International Holocaust Remembrance Day by the United Nations General Assembly. She asked everyone to participate in a moment of silence to honor the six million victims of the Holocaust and millions of other victims of Nazism.

B. PRESENTATION/PROCLAMATION

Mayor Potter recognized the Randolph Rotary Club's 50th Anniversary. Members of the Randolph Rotary Club introduced themselves and were photographed with the council. Mayor Potter read the following proclamation into the record:

1. Proclamation Honoring the Randolph Rotary Club on its 50th Anniversary

WHEREAS, the Randolph Rotary Club is a volunteer organization whose mission is to offer service and support to the Township of Randolph and promote integrity, advance goodwill, peace, and understanding on both the local level and world stage through their members' business, professional, and community leadership roles; and

WHEREAS, the Randolph Rotary Club was officially chartered in September 1971 and held its inaugural meeting on November 18, 1971; and

WHEREAS, for the past 50 years the Randolph Rotary Club has exemplified the highest ideals of volunteer service to our community in Randolph, New Jersey; and

WHEREAS, the Randolph Rotary Club provides financial supplemental support to the Randolph Community Services office for residents in need; and

WHEREAS, the Randolph Rotary offers a channel for local high school and college students to study abroad as outgoing exchange students and by hosting incoming youth exchange students on both a long and short term basis; and

WHEREAS, the Randolph Rotary Club also sponsors local celebrations and events to promote and encourage friendship and success, including the Randolph Rotary Country Fair which provides a venue for residents and business in the community to share, display, inform and encourage their talents and trades; and

WHEREAS, the Randolph Rotary Club has touched the lives of many of the residents and businesses in Randolph in a very impactful way, and it is fitting that the Club be honored for its 50th Anniversary.

THEREFORE, BE IT RESOLVED, that the members of the Randolph Township Council join with the residents of Randolph in honoring the Randolph Rotary Club on its 50th Anniversary for its exceptional and exemplary record of volunteer service to our community.

C. OPEN TO THE PUBLIC

Seeing and hearing none, the public portion was closed.

D. MANAGER'S REPORT

Manager Mountain reported the following:

COVID-19 Testing – Morris County has reopened the no-cost/in-person COVID-19 testing site at the County College of Morris. The site operates on an appointment basis, which can be

secured through a link available on the Morris County website and the township website. The testing site is managed by Atlantic Health.

Budget Update – Together with the Township CFO, Manager Mountain has been working over the past several months to assemble a draft of the 2022 operating and capital improvement budgets. The budget books have been made available to the council. The first budget work session is scheduled for Saturday, January 29 at 8:30 a.m. weather permitting. Additional work sessions are scheduled for Thursday, February 3 at 5 p.m. and Saturday, February 26 at 8:30 a.m.

CDBG Grant Application – Included under the Combined Action Items is a resolution offering support to the Morris Habitat for Humanity’s latest HOME program CDBG grant. This grant application is similar to the application the Township Council has supported in the past. Morris Habitat was successful with both of its previous applications which allowed the organization to secure over \$500,000 in grant funds. This grant funding previously awarded, along with the funds requested in this funding cycle will be used towards the construction of units planned as part of the Bennett Avenue project. The Community Development Block Grant rules require the agencies applying for the grant funds to present their applications to the municipality in which the proposed project is located and for the governing body to act on the corresponding authorizing resolution.

Vivian Lenyk – Brundage Playhouse Theater Director Vivien Lenyk has made the decision to retire from her position this month. Mrs. Lenyk has done an outstanding job over the years managing both the theater facility and Randolph’s thriving community theater program. From outstanding local productions to a very popular workshop and camp program, Mrs. Lenyk has truly been a one-woman show. Randolph will miss her energy, passion, and commitment to the arts. A search has been launched to identify her successor with the hope that the results will be announced shortly.

E. APPROVAL OF MEETING MINUTES

1. Approving the Regular Council Meeting Minutes for December 9, 2021 and the Reorganization Council Meeting Minutes for January 6, 2022

Council Member Forstenhausler made a motion to approve the Regular Meeting minutes for December 9, 2021 and the Reorganization Meeting Minutes for January 6, 2022. Deputy Mayor Nisivoccia seconded the motion and the following roll call vote was taken:

AYES:	Council Member Carey
	Council Member Forstenhausler
	Council Member Loveys
	Council Member Tkacs - Abstained to January 6, 2022
	Council Member Veech - Abstained to December 9, 2021
	Deputy Mayor Nisivoccia
	Mayor Potter
NAYS:	None

F. COMBINED ACTION RESOLUTIONS

Item #23, R-51-22 Approving the Terms and Conditions of a Memorandum of Understanding (MOU) between the Township of Randolph and Shongum Lake Property Owners' Association Regarding the Retention of an Appraiser and Authorizing the Execution of the Memorandum of Understanding – Deputy Mayor Nisivoccia asked if the agreement letter has been signed by the Shongum Lake Association's representative. Manager Mountain informed him that the association has signed it.

Item #20, R-48-22 Authorizing the Execution of an Agreement with 587 Realty, LLC, Block 81, Lot 7, 587 Route 10 East – Alfa Bagels – Council Member Tkacs asked if Alfa Bagels was responsible for the sewer work relating to running and maintaining the lines. Manager Mountain confirmed that he was correct. He explained that the project is Alfa Bagels' responsibility, but the state requires the township to be the applicant since it involves the township's sewer system.

1. R-29-22 Authorizing the Township Manager to Endorse the Treatment Works Approval (TWA) Application to NJDEP for the Construction of Gravity Sanitary Sewer Mains for the Gateways Project and Connecting to the Township Sanitary Sewer Collection System
2. R-30-22 Endorsing a Waiver of EPA Grant Restrictions Related to Sewer Servicing Lots with Wetlands with Respect to the Gateways Apartments Expansion Project - 44 Center Grove Road, Block 77, Lots 25, 30, and 31
3. R-31-22 Authorizing the Acceptance and Execution of a Developer's Agreement with Center Grove Associates, LLC for Preliminary and Final Site Plan Approval for Block 77, Lot 25, (formerly known as Lots 25, 30, and 31) and more commonly known as 44 Center Grove Road
4. R-32-22 Release Stabilization Bond posted for the purpose of completing the driveway landscaping and grass stabilization at 34 Quaker Ave, Block 131, Lot 58 - \$2,500
5. R-33-22 Authorizing the Default, Rescission, and Re-Award of a portion of MCCPC Contract #23 - Police Uniforms and Equipment
6. R-34-22 Refund partial registration for Summer Day Camp program due to registering for the wrong program to Kyra Davila - \$2,095.00
7. R-35-22 Authorizing the Township Manager to Endorse the Treatment Works Approval (TWA) Application to NJDEP for the Construction of Two Pump Stations in the Township of Mine Hill Along Autumn Drive, Crimson Lane, and Harvest Lane and Connecting to the Jackson Brook Interceptor
8. R-36-22 Redeem and refund Tax Sale Certificate for Block 37, Lot 1, 363 Dover-Chester Road to Prestige Country Homes Co., Inc. - \$774.11
9. R-37-22 Authorizing the cancellation of property tax refunds or delinquent amounts in the amounts of less than ten dollars

10. R-38-22 Refund remaining escrow funds for Block 120, Lot 5 and 5.01 for 24 and 26 West Hanover Ave to Japar Management - \$700.00
11. R-39-22 Refund remaining escrow funds for Block 76, Lots 7 & 8 for 714 Route 10 to Dickerson Dental Group - \$501.80
12. R-40-22 Authorizing Randolph Township's request for funding the MAC Grant being sent to the Governor's Council on Alcoholism and Drug Abuse for the Fiscal Grant Year 2023 - \$20,506.00
13. R-41-22 Authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A. 40A:11-12a
14. R-42-22 Authorizing Contracts Under the Morris County Cooperative Pricing Council (MCCPC) Pursuant to N.J.S.A. 40 A:11-11 (5)
15. R-43-22 Authorizing Contracts Under the Educational Services Commission of New Jersey Cooperative Pricing System (ESCNJ) Pursuant to N.J.S.A. 40A:11-11 (5)
16. R-44-22 Authorizing Contracts Under the Somerset County Cooperative Pricing Council (SOCCP) Pursuant to N.J.S.A. 40A:11-11(5)
17. R-45-22 Authorizing Contracts Under the New Jersey Cooperative Purchasing Alliance (NJCPA) Pursuant to NJSA 40A:11-11(5)
18. R-46-22 Authorizing Contracts Under the Hunterdon County Educational Services Commission Cooperative Pricing System (HCECSC) Pursuant to N.J.S.A. 40A:11-11(5)
19. R-47-22 Authorizing the award of a Professional Services Agreement to Holzhauer & Hostenstein for Appraisal Services for an Analysis of Special Assessment Methodology for the Shongum Lake Dredging Project for the period of January 27, 2022 through January 26, 2023 - not to exceed \$89,000
20. R-48-22 Authorizing the Execution of an Agreement with 587 Realty, LLC, Block 81, Lot 7, 587 Route 10 East - Alfa Bagels
21. R-49-22 Amending and Certifying funds for the Contract for Electrical Subcode Inspection Services for the Period of January 1, 2022 through May 31, 2022

CERTIFICATION OF AVAILABILITY OF FUNDS

Dated: January 27, 2022

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 will be available, subject to annual appropriation and adoption in the 2022 municipal budget, to exercise the option to extend the contract with Building Inspection Underwriters, Inc. of the Feasterville, PA for providing Electrical Subcode Inspection Services as detailed in the contractor's response provided to the Township's public bid solicitation.

Deborah Bonanno

Chief Financial Officer

Budget Accounts: 01-201-0-22-200-300 2022 (not to exceed \$125,000)

22. R-50-22 Authorizing and Supporting the Application to the County of Morris for a Community Development Block Grant (CDBG) for Phase II, of The Crossings at Bennett Avenue
23. R-51-22 Approving the Terms and Conditions of a Memorandum of Understanding (MOU) between the Township of Randolph and Shongum Lake Property Owners' Association Regarding the Retention of an Appraiser and Authorizing the Execution of the Memorandum of Understanding

CERTIFICATION OF AVAILABILITY OF FUNDS

Dated: January 27, 2022

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 will be available, subject to deposit by the Shongum Lake Property Owners' Association as specified in the Memorandum of Understanding between the Township of Randolph and Shongum Lake Property Owners' Association, to award a contract to Holzhauer & Holenstein for providing appraisal services for the Shongum Lake Dredging Project as detailed in the proposal provided to the Township.

Deborah Bonanno

Chief Financial Officer

Budget Accounts: 10-115-02-000-031 (not to exceed \$89,000)

24. Raffle License: On-Premise 50/50, St. Andrew's Greek Orthodox Church Community Center of Randolph, Friday, May 13, 2022 from 6:30 p.m. - 10:00 p.m.
25. Raffle License: Tricky Tray, St. Andrew's Greek Orthodox Church Community Center of Randolph, Friday, May 13, 2022 from 6:30 p.m. - 10:00 p.m.

Council Member Forstenhausler made a motion to approve the Combined Action Resolutions. Council Member Tkacs seconded the motion, and the following roll call vote was taken:

AYES: Council Member Carey
Council Member Forstenhausler
Council Member Loveys
Council Member Tkacs

Council Member Veech
Deputy Mayor Nisivoccia
Mayor Potter
NAYS: None

G. UPCOMING EVENTS

1. Budget Meeting, Saturday, January 29, 2022, 8:30 a.m.

H. ORDINANCES: INTRODUCTION

1. Ordinance No. 01-22 Accepting a Sight Triangle Easement over a Portion of Block 16, Lot 4 on the Official Tax Map of the Township of Randolph from US Green Homes, LLC

Manager Mountain explained that the purpose of this ordinance is to accept the conveyance of a sight triangle easement over a portion of Block 16, Lot 4 on the Official Tax Map of the Township of Randolph from US Green Homes, LLC for the purposes of maintaining safe and adequate sight distance at the corner of Park Avenue and Pleasant Hill Road. The property was brought to the Board of Adjustments attention last year. The easement will allow greater allowance of maintaining and keeping the property clear.

BE IT RESOLVED, that an Ordinance entitled “An Ordinance **Accepting a Sight Triangle Easement over a Portion of Block 16, Lot 4 on the Official Tax Map of the Township of Randolph from US Green Homes, LLC**” be introduced, read by title by the Township Clerk and passed on first reading.

BE IT RESOLVED, that said Ordinance shall be further considered for final passage at the meeting of the Township Council of the Township of Randolph on the 17th, of February, 2022 at 6 o’clock in the evening, prevailing time, at the Town Hall in said Township, at which time and place all persons interested shall be given an opportunity to be heard concerning said ordinance.

BE IT FURTHER RESOLVED, that the Township Clerk be authorized and directed to advertise said Ordinance in full or by summary with the notice of introduction thereof, in the official designated newspaper according to law.

Council Member Tkacs asked if the property was the new home that was refurbished. Manager Mountain informed him that the property was located on the left hand side of Pleasant Hill Road. Council Member Loveys asked if the property was south east directionally. Manager Mountain stated that he believed it was west. There was a brief discussion about the property’s location.

Manager Mountain informed the council that the easement allowed the township absolute license to maintain the property. In the cases of the other nearby properties the township would rely on the courtesy of property owners to allow the township to conduct maintenance work.

Mayor Potter asked if the area had a high number of accidents. Manager Mountain informed her that there have been a number of accidents in that area over the years, most of which were due to failure of slowing and stopping at the stop sign.

Deputy Mayor Nisivoccia asked if the property owner would receive compensation. Manager Mountain informed him that the easement was required as a part of the property owner's project approval. Deputy Mayor Nisivoccia asked if the vegetation in the area had been cut back. Manager Mountain informed him that work was done in the fall.

Council Member Loveys made a motion to introduce the ordinance. Council Member Forstenhausler seconded the motion, and the following roll call vote was taken:

AYES:	Council Member Carey
	Council Member Forstenhausler
	Council Member Loveys
	Council Member Tkacs
	Council Member Veech
	Deputy Mayor Nisivoccia
	Mayor Potter
NAYS:	None

2. Ordinance No. 02-22 An Ordinance Amending and Supplementing Section 31-75, No Parking Certain Hours, of Chapter 31, Traffic and Vehicles of the Revised Ordinances of the Township of Randolph

Manager Mountain explained that the purpose of this Ordinance is to amend and supplement Section 31-75, of Chapter 31, Traffic and Vehicles, of the Revised Ordinances, to prohibit parking on the north side of Draco Drive between Dover Chester Road and Alcor Road during school hours. The action will increase safety for both pedestrian and vehicular traffic going to and coming from Ironia School. Neighbors in the area and the Police Department have requested the amendment.

BE IT RESOLVED, that an Ordinance entitled “**An Ordinance Amending and Supplementing Section 31-75, No Parking Certain Hours, of Chapter 31, Traffic and Vehicles of the Revised Ordinances of the Township of Randolph, Morris County, New jersey**” be introduced, read by title by the Township Clerk and passed on first reading.

BE IT RESOLVED, that said Ordinance shall be further considered for final passage at the meeting of the Township Council of the Township of Randolph on the 17th, of February, 2022 at 6 o'clock in the evening, prevailing time, at the Town Hall in said Township, at which time and place all persons interested shall be given an opportunity to be heard concerning said ordinance.

BE IT FURTHER RESOLVED, that the Township Clerk be authorized and directed to advertise said Ordinance in full or by summary with the notice of introduction thereof, in the official designated newspaper according to law.

Council Member Loveys asked why only the north side was addressed in the amendment. Manager Mountain stated that the north side is where most of the issues have been reported. The

Police Department had conducted an extensive survey on the area before making their recommendation. He stated that he would find out more information about the reasoning for the decision.

Council Member Tkacs shared that he knows a resident residing on Draco Drive who has expressed that they were happy with this ordinance. There was a brief discussion about the school pick-up traffic.

Council Member Tkacs made a motion to introduce the ordinance. Council Member Veech seconded the motion, and the following roll call vote was taken:

AYES:	Council Member Carey
	Council Member Forstenhausler
	Council Member Loveys
	Council Member Tkacs
	Council Member Veech
	Deputy Mayor Nisivoccia
	Mayor Potter
NAYS:	None

I. DISCUSSION ITEMS

1. Cottage Food Law

Manager Mountain briefly reviewed the state's new rule that creates an opportunity for NJ home-based bakers and confectioners to obtain a state cottage food operator license. He explained that the new rule does not supersede local zoning rules and applies only to bakers and confectioners who sell under \$50k worth of products. He informed the public that the council discussed this item in December 2021, and had come to a consensus in favor of the concept as long as conditions were established. He informed the council that Township Health Officer Mark Caputo and Planning and Zoning Administrator Darren Carney were present to answer questions.

Mr. Caputo explained various guidelines that cottage food operators must adhere to. He reviewed restrictions for delivery and on-site relinquishment of goods and informed the council that operators cannot sell products via a third party or use a courier service to deliver goods.

Council Member Veech asked if operators with websites receiving delivery orders could use courier services to deliver their products to customers. Mr. Caputo informed her that operators cannot use courier services. Manager Mountain explained that the operator can deliver the goods themselves. Council Member Veech asked how anyone would know if operators are being compliant. Mayor Potter asked if the rule applied to employees of the operator. There was a brief discussion about how the term "third-party" related to employees and family members.

Manager Mountain explained that the third-party delivery restriction was most likely implemented to protect brick-and-mortar stores. He stated that cottage food operators are to be completely home-based.

Council Member Veech asked how the rule would apply to cannabis edibles. Manager Mountain informed her that any good involving cannabis would be considered a drug and would not qualify under cottage food operations.

Mr. Caputo explained that the cottage food law is designed to allow home confectioners and bakers to see if their business will work and determine if they can make enough revenue to establish a storefront. Mr. Caputo added that online sales are allowed, but delivery by the operator or pick up by the customer is required.

Manager Mountain stated that the purpose of this discussion was to lay out the conditions that would be required for an ordinance to allow cottage food operations in the township.

Mr. Carney explained that current conditions for home-based businesses require adequate parking spaces, limits on the number of employees and normal hours of operation, and a limit of 0-5 vehicle trips to the property. He explained that home-based businesses are for lower-intensity uses unless conditional use approval is obtained from township boards. He explained to the council that if they are uncomfortable with the potential for traffic, a condition could be made to prohibit the pickup of goods at operators' homes and have operators deliver their products offsite.

Council Member Veech commented that policing the number of vehicle trips to these properties would be difficult. She asked Mr. Caputo if he would have a list of all the licensed cottage food businesses in the township. Manager Mountain explained that under the state's licensing program, the township would be notified by the state whenever a resident becomes a valid operator. He commented that violations are typically reported by neighbors who believe an operator might be abusing regulations. In the event of these reports, an observation would be set up to monitor the situation. If it is determined that regulations are not being complied with a violation notice would then be issued. He added that while this does not happen frequently, it would likely be the way issues are brought to the township's attention.

He explained that if the council was uncomfortable with that process, the other way to go about allowance would be to permit operators to bake and package at their property and only be allowed to deliver goods to off-site locations or purchase a seasonal/temporary food stand. He commented that he did not think there was a downside to taking a conservative approach as the conditions could always be reconsidered.

Council Member Forstenhausler commented that the operations fall under the honor system and depend on operators complying with \$50k sale limitations and traffic regulations. He stated that he was inclined towards creating the conditions as long as home-pick up for goods is excluded to prevent potential traffic issues for neighbors. Council Member Veech also suggested that they examine restrictions on commercial vehicles. Council Member Forstenhausler reminded her that there is a \$50k profit limit for the operators.

Council Member Loveys asked if a cap could be placed on the number of licenses issued in the township. Manager Mountain asked Attorney Buzak if the township would be able to place a local restriction on the license even though it is coming from the state. Attorney Buzak informed him that he would have to look at the legislation more carefully; he believed that it could be possible if there was no prohibition in the legislation and if the township had a substantive rational basis for the limitation.

Manager Mountain stated that he would be more interested in that thought if the council was looking to permit home sale pickup. He stated that if operators were only permitted to deliver goods off-site he did not think the limitation would be necessary.

Council Member Loveys asked if any feedback was received from brick-and-mortar businesses in the township. He asked if those businesses were aware of the rule. Mr. Caputo and Mr. Carney reported that they did not hear anything from brick-and-mortar stores. Council Member Loveys surmised that the impact was not significant on them. Manager Mountain reported that he had not heard anything as well.

Deputy Mayor Nisivoccia asked if the 0-5 trip daily limit was based on relinquishing goods at the property. Mr. Carney confirmed. Deputy Mayor Nisivoccia asked Mr. Carney if he heard from other municipalities to ascertain if they are at the same trip limit range or if they have other limits. Mr. Carney informed him that the limit was based on home-office regulations the township has had for the past 30-40 years.

Mr. Carney explained that interested residents have indicated that they do not want people coming to their homes, and prefer to deliver or have a farm stand. He commented that they are hesitant about internet sale customers coming to their homes to pick up goods.

Mr. Caputo stated that the prohibition on courier delivery was based on deterring couriers from traveling through residential neighborhoods. In reference to Council Member Forstenhausler's comment about the honor system, he stated that there is an issue with the township not being able to know if operators are using couriers to send products out of state.

Deputy Mayor Nisivoccia asked where complaints would be reported if someone gets sick from a cottage food product. Mr. Caputo explained that cottage operations are not food establishments therefore the township does not have the regulatory authority to inspect the properties as they would with a restaurant. He sensed that the usual instinct for residents is to report such issues to their local health department. In those cases, the health department would contact the state to share the complaint and receive direction.

Deputy Mayor Nisivoccia asked if health inspectors would be given access to operators' homes. Mr. Caputo informed him that the peace would not be breached, but inspectors would visit the property to explain the complaint and present state directions to proceed with inspections. He added that the Food Code is used primarily for retail food establishments.

Manager Mountain determined that the consensus was to develop and draft an ordinance to permit cottage food use with the condition that sales are to only be delivered off-site by operators or conducted directly via allowable offsite venues. He would work with Attorney Buzak to develop the ordinance and keep the council updated.

2. Manager's Goals for 2022

Manager Mountain explained that the 2022 Manager's Goals Memorandum had been distributed to the council and the public; he briefly summarized his goals for the new year. He began by explaining that his annual goal of preparing a budget was well underway. He has been working with the council and CFO Bonanno to prepare a budget for adoption that addresses the

township's needs in 2022 while balancing the impact on the tax rate and maintaining the town's AAA bond rating.

He shared that he will continue to work closely with the township staff and Attorney Buzak on the final settlement of the township affordable housing plan.

He stated that various Parks and Recreation projects and programs will continue to be developed and finalized. The work will include the planning/development of a new Artworks facility, planning/development of Old Tye Park, and the expansion of the town's special event programming.

He will be working with the Water and Sewer Division on the planning/completion of several high-profile infrastructure improvement projects in the coming year. He will additionally be continuing efforts with the Engineering Department to complete a collection of different projects aimed to remediate issues with drainage or physical deterioration of existing stormwater management facilities. These projects include the remediation of several drainage swales in easement areas running to Shongum Lake, deteriorating outfall structures in the Shongum area, and maintenance of detention/retention basins in areas across the township.

As a part of a long-term infrastructure goal, he plans to re-convene the Land-Use Policy Work Group to initiate a review of the township's circulation element of the Master Plan. He explained that the review of the master plan design standards has been deferred to 2023, as it is dependent upon the completion of the affordable housing plan. He plans to coordinate with the Engineering Department and Morris County offices to complete the township's Wastewater Management Plan.

He reported that he will continue to work with the Township Council, staff, and Economic Development Committee on the promotion of local business and efforts to attract new businesses to the community.

In 2022, he will be working with Morris County to facilitate the completion of the replacement of the Combs Hollow Bridge. He also plans to work in conjunction with Township Purchasing Agent Liz Crescibene and Planning and Zoning Administrator Darren Carney on a new bid to solicit additional communication carriers for the municipal building cell tower. The objective of which is to have at least two new carrier antennas added in 2022.

He shared that he would be working closely with the Buildings and Grounds Coordinator to advance several improvement projects planned for the municipal building. The projects will include the removal of the fountain at the entrance of the building and the installation of a new entrance feature, replacement of the Atrium glass ceiling, and improvements to the Police Locker Room facilities.

Together with the Township's IT Coordinator, he plans to work on the implementation of several overdue improvements to the township's IT and phone systems. These include upgrades to the server room and network hardware, migration of desktop users to the Microsoft office 365 platform/cloud email service, and phase I of the phone system upgrade – installation of a Voiceover Internet Protocol (VOIP) phone system at the Community Center.

He will continue working with the Engineering Department and the Council Infrastructure Work Group on the ongoing goal of replacing all deteriorating retaining walls in the township right of ways.

He plans to continue to work with the council and the Shongum Lake Homeowner's Association to advance the Association's NJ Department of Environmental Protection loan-funded project to dredge a portion of Shongum Lake. Actions include the award of an Association-funded study to determine a mechanism for determining a special assessment approach for the project, the re-surveying of the membership to determine whether the community supports the project, and if support warrants the facilitation of an agreement to authorize the project to move forward. He commented that this likely would not be completed during his tenure in Randolph, and estimated that project would be underway in the late fourth quarter of next year.

He will continue to work with the Cannabis Committee on the review of local zoning impacts and other considerations surrounding the options for allowing recreational cannabis businesses to operate in the township in the coming year.

He reported that a request for proposal has been reissued for the environmental plan project. He is confident that the township will yield a financially responsible proposal for the facilitation of the project. He will be working closely with the project consultant, Planning and Zoning Administrator Darren Carney and the Steering Committee assembled to oversee the project to ensure its timely completion. He would also be working with the Planning and Zoning Department and the Engineering Department on the continuation of the tree removal program.

He concluded by sharing his remaining goals of continuing to improve township communication with the public and working in close coordination with the Township Council to ensure a smooth transition to the new Town Manager in July 2022.

J. OPEN TO THE PUBLIC

Seeing and hearing none, the public portion was closed.

K. COUNCIL COMMENTS

Council Member Tkacs reported that he attended a Municipal Alliance Committee (MAC) meeting. He informed the council that the MAC is looking to hold another Healthy Body Healthy Mind program. The committee has tentatively scheduled the program for Thursday, April 7; however, a location has not yet been determined.

He reported that the Randolph Police Department would be updating its trading card program as many new officers have been added to the staff. The Police Department will also be hosting a Bike Rodeo event on Saturday, April 2 as a part of a bike safety program. He informed the council that the school representative on the committee reported that COVID-19 cases were declining; however, there was a small uptick in substance abuse reports.

He shared that the Planning Board voted Art Lee as Chair and Myra Sesko as Vice-Chair during the board's reorganization meeting. He informed the council that he learned that the corner property on Route 10 and Millbrook Avenue belonged to Dunkin Donuts.

Council Member Veech reported that the Parks Advisory Committee met on Tuesday, January 11. She informed the council that Paul'O Malley was voted as the boards' Chair and Sandy Weber was voted as Vice-Chair.

During the committee meeting, a girl scout presented a project that involved mounting recycled art at township parks to educate the public about opportunities to create projects with recycled materials. The committee discussed the project and suggested that it would be more appropriate for the township's Arts in the Park program.

Council Member Veech reported that Veterans Community Park continued to experience a lot of activity regardless of the cold weather. She inquired if the lit track at the park would be plowed. Manager Mountain confirmed that it would be plowed; he explained that the area typically refreezes and has icy patches. Council Member Veech asked if the track could be salted. Manager Mountain explained that, unlike roads, trucks do not routinely go over the track. He stated that the Parks and Recreation staff were aware that they should be checking for icy patches after plowing.

She reported that Parks and Recreation Director Russ Newman discussed the 2016 Parks Master Plan, and shared that various field lightings would occur. She commented that higher than expected estimates for the lighting projects were received in December.

On Tuesday, January 18, she attended a Township Facilities meeting with Manager Mountain, Buildings and Grounds Coordinator Donna Luciani, Council Member Loveys, and Council Member Carey. She commended Clerk Luciani for doing a great job managing the township facilities. During the meeting various projects were reviewed by the committee, some of which included the Police Department locker room and kitchen renovation, the municipal building entrance and atrium glass replacement, and window and carpet replacements in various township offices. She shared that the Artworks Studio and the second floor of the VFW building would also be projects discussed in 2022.

She reported that she attended the Legal Leaf business ribbon-cutting ceremony. She concluded her report by commenting that it would be helpful to potentially ask the township's EMS staff to provide CPR classes to township employees and eventually offer a CPR program to the public.

Council Member Carey attended the Library Board of Trustees reorganization meeting on Thursday, January 13. She reported that Roy Squillario was re-elected as the board's President. The board discussed Roxbury Township Library's decision to go fine-free. The board will continue monitoring Randolph Library's fine program. There was concern that even though the fines are minor amounts of money, they do encourage the timely return of library materials. She informed the council that with the aid of Hope One, the library staff was being trained on Narcan administration. She informed the council that February is Library Lovers Month; to celebrate the

library will have gift-wrapped books available with one sentence descriptions on them to create a “blind date with a book” effect.

She commended Mayor Potter for doing a great job speaking and representing the council at the Randolph Area Chamber of Commerce’s Monthly Networking meeting. She shared that she attended the Legal Leaf business ribbon-cutting ceremony.

She concluded her report by commenting that the Randolph PEACE Group Martin Luther King Jr. Day Event was a great program. She commended resident Hazel Ball, for her efforts and being well organized.

Council Member Forstenhausler shared that the Safety Committee met on Thursday, January 13. On Tuesday, January 25, he attended the Advisory Environmental and Landmarks Committee meeting. He reported that Kelly Meola was elected as the committee’s Chair and Larry Appel was elected as Vice-Chair.

He explained that there were a few vacancies on the committee and recommended the following appointments:

He made a motion to move Christina Dzerovych from Alternate #1 to fill the unexpired term of Mike Tatch expiring on 12/31/23 and moving Jay Thompson from Alternate #2 to fill the unexpired term of Camille Battaglia expiring on 12/31/22.

To fill the two alternate vacancies he recommended appointing Carol Lindsay to Alternate #1 to fill the unexpired term of Christina Dzerovych expiring on 12/31/22 and appointing Michael Whiting to Alternate #2 to fill the unexpired term of Jay Thompson expiring on 12/31/23. Council Member Veech seconded the motion, and the following roll call vote was taken:

AYES:	Council Member Carey
	Council Member Forstenhausler
	Council Member Loveys
	Council Member Tkacs
	Council Member Veech
	Deputy Mayor Nisivoccia
	Mayor Potter
NAYS:	None

Council Member Forstenhausler reported that the Environmental/Landmarks Committee discussed the Liberty Tree Project. He shared that two student members on the committee were not actively involved; he planned to check with Clerk Luciani to follow up on their status.

He passed along a message of thanks from Walter Nickens, the committee’s previous Chairperson, for allowing him to serve under the role for so many years.

He shared that the board discussed a new requirement for multi-family construction to have a certain percentage of designated electronic vehicle charging stations. The committee also discussed an idea to put signs up to indicate historic districts in the town. He directed the committee to develop the idea further before he brings the project to the council's attention.

He concluded his comments by sharing that the committee discussed issues with recycling materials getting wet and the possibility of reintroducing the pink recycling containers with lids. The committee also discussed the possibility of working with the school to encourage recycling efforts.

Council Member Veech asked where the Liberty Tree was being stored and if there was an associated cost. Council Member Forstenhausler informed her that the tree's remnants are being stored at the DPW Garage. There is no cost for storing the tree. He explained that the initial Liberty Tree Committee was told a few years ago that the tree required time for drying before any preservation project could occur.

Council Member Veech asked if the county would be involved with the Environmental/Landmarks Committee historical sign project. Council Member Forstenhausler informed her that the committee had not discussed working with the county, he guessed that if the county were involved it might slow the process down. He explained that he was not sure of the proposed sites, but that they were likely to be on local property. He added that if county roads and areas were involved they would then have to work with the county for approval.

Council Member Loveys reported that the Recreation Advisory Committee's reorganization meeting was held on Thursday, January 13. The committee selected Joseph Nazzaro as Chair and Vic Viscomi as Vice-Chair.

The Recreation Committee discussed various ongoing improvement projects around township parks. He commented that the retaining wall at Heistein Park had been redone and looked nice. The committee discussed some improvements that were funded by booster clubs in the community, these projects primarily involved basketball, football, and lacrosse clubs.

He shared that the high school's new volleyball coach was trying to organize a summer sports clinic program for 5th-8th grade students to act as a feeder into the high school volleyball program.

He shared that Assistant Recreation Director Steve Eisentstien reviewed recreation program participation figures. Recreation participation numbers have been significantly higher than the previous two years, with only a small dip experienced during the transition to indoor programs. He informed the public that registration for summer camps and school camps was currently open. He shared that the recent job fair held by the Parks and Recreation Department was successful with a total of 30-35 candidates attending the event. He added that the lake staff required a few more lifeguards.

He reported that the Wildlife Management Advisory Committee met on Wednesday, January 26. Greg Mohr will continue to serve as the Chair, and Marc Perez will continue to serve as Vice-Chair. He informed the council that the current hunt season ends on Saturday, February 12. He

explained that the deer hunt data would be reported to the council sometime in March. The committee will also begin to organize next year's hunting season.

The committee discussed police reports of coyote sightings near the Hidden Valley area and Veterans Community Park; no incidents have occurred. An article regarding wildlife COVID-19 transmission was shared amongst the committee. He commented that he did not think there was a correlation between game being consumed and the virus being transmitted.

Deputy Mayor Nisivoccia attended a Board of Health meeting, during which Dr. Ronald Millman was voted Board President and Norma Jacobs as Vice President. The board discussed the County College of Morris – Morris County Testing Site and the mobile food truck legislation. He explained that the board recommended an annual inspection for food trucks and an annual fee of \$275. The board also discussed the pros and cons of the cottage food law.

He reported that he and other council members attended the funeral of John McAndrew Jr. He commended the Fire Department and the DPW for holding a fitting tribute for a dedicated life-long volunteer.

He shared that the "smoke-free" signs would be delivered sometime in the week. The signs would be placed in the township parks in the spring.

He stated that the Trails Advisory Committee would be discussing updates to the Trails Master Plan during their next meeting.

He concluded his report by sharing that he attended the Field House opening ceremony and an event at the Shongum Fire House in place of Mayor Potter. He attended the Randolph Area Chamber of Commerce Monthly Networking Event, and the Martin Luther King Jr. Event held by Randolph PEACE. He provided a brief background on the issues the past Liberty Tree Committee experienced with getting the project underway.

Mayor Potter attended the Economic Development Committee reorganization meeting on Tuesday, January 11. During the meeting, John Ragan was selected as Chair and Helene Elbaum was selected as Vice-Chair. She was impressed with the committee's calendar, social media efforts, and their process of revisiting programs. She appreciated that the committee involves their student members by having them issue updates at the meeting.

On Friday, January 7, she participated on an Atlantic Health call that provided information on the latest COVID-19 updates. During the call, she distributed a Mayor's Message, which was later shared with the community via social media and the township website.

She reported that she and Manager Mountain participated on a conference call with Congresswoman Mikie Sherrill for NJ-11 mayors. She explained that the final rule for the State Local Fiscal Recovery Funds is 437 pages long and is available on the state's treasury website. She attended the Legal Leaf ribbon-cutting ceremony on Friday, January 14. On Monday, January 17, she attended the Randolph PEACE Group's Martin Luther King Jr. Day celebration. She commented that it was nice to hear that the state's teacher of the year, Theresa Maughan,

was a Randolph resident. She commended Michaela Watkins for her amazing rendition of Amazing Grace.

On Tuesday, January 18, she attended Noches de Colombia's 5th Anniversary celebration. On Thursday, January 20, she spoke at a Randolph Area Chamber of Commerce meeting. On Saturday, January 22, she officiated a marriage ceremony and attended the Board of Education's ribbon-cutting ceremony for the new athletic field building.

She informed the council that the first public day of the VFW's moving wall event was scheduled for Friday, July 8. The wall will be assembled at the County College of Morris for a week. The VFW is asking the council for support via a proclamation recognizing that week as Vietnam Veterans Memorial Week. The VFW is also looking for financial contributions to aid with the program.

L. 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 State of New Jersey, as follows:

1. The public shall be excluded from the Executive portion of the meeting.
2. The general nature of the subject matter to be discussed is as follows:
 - a) Affordable Housing Update
 - b) REF Rock Stars – Community Volunteer of the Year 2022
3. As nearly as now can 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.

Council Member Forstenhausler made a motion to move into Executive Session at 7:40 p.m. Council Member Loveys seconded the motion, and the following roll call vote was taken:

AYES: Council Member Carey
 Council Member Forstenhausler
 Council Member Loveys
 Council Member Tkacs
 Council Member Veech

Deputy Mayor Nisivoccia
Mayor Potter
NAYS: None

Council Member Forstenhausler made a motion to close the Executive Session at 8:07 p.m.
Council Member Tkacs seconded the motion, and the following roll call vote was taken:

AYES: Council Member Carey
Council Member Forstenhausler
Council Member Loveys
Council Member Tkacs
Council Member Veech
Deputy Mayor Nisivoccia
Mayor Potter
NAYS: None

M. ADJOURNMENT

Council Member Forstenhausler made a motion to adjourn the meeting at 8:07 p.m. Deputy Mayor Nisivoccia seconded the motion and following roll vote was taken:

AYES: Council Member Carey
Council Member Forstenhausler
Council Member Loveys
Council Member Tkacs
Council Member Veech
Deputy Mayor Nisivoccia
Mayor Potter
NAYS: None