

March 17, 2022

Township of Randolph
Municipal Building
Randolph, NJ
March 17, 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 and Township Attorney Ed Buzak from Buzak Law group (via phone)

3. Pledge of Allegiance

Mayor Potter led the Pledge of Allegiance.

Mayor Potter wished everyone a happy St. Patrick's Day.

B. OPEN TO THE PUBLIC

Seeing and hearing no one, the public portion was closed.

C. MANAGER'S REPORT

Manager Mountain reported the following:

BOE/Twp Liaison Meeting - Last week, he, along with Mayor Potter, Deputy Mayor Nisivoccia, and Police Chief Harzula, attended a liaison meeting with the Board of Education.

Representatives of the Board of Education, Superintendent Fano, and Business Administrator Frost were in attendance. During the meeting, he briefed the group on the municipal budget, the communication tower bid for additional carriers, and the settlement of the township's affordable housing obligation. He reported that Mayor Potter shared information about the Draco Drive parking restriction ordinance and the council's ongoing process to select a new Township Manager.

The BOE discussed their continued efforts to address the threat of dead ash trees to their infrastructure and asked if there were any areas that the township could work with them to address remaining trees in the right of ways near school infrastructure. The BOE will provide a list of the trees that concern them so the township can determine if they are already listed in the tree removal program. The school's business administrator also asked if the township could work with them to streamline their billing process for services they charge respectively. Manager Mountain advised that he would set up a meeting in the coming weeks with the school's business office and CFO Bonanno for further discussion.

Council Member Veech asked why the BOE would not be presenting its budget to the council. Manager Mountain stated that the board did not say they wouldn't, just that they preferred not to do it at this point because they are making an effort for the public to hear the presentations directly from them. He commented that it was likely that the BOE wanted to prevent issues with distractions coming up for the council and BOE outside of the budget.

Council Member Forstenhausler and Council Member Veech expressed their disappointment.

Resignation of Assistant CFO Sabatini – Assistant CFO Angelica Sabatini will be leaving the township at the end of March to take a CFO position with Stanhope Township. He thanked Ms. Sabatini for her contributions to the municipal organization during her short tenure and wished her all the best in her new position. CFO Bonanno has already initiated a recruitment process to identify Ms. Sabatini's successor.

Canoe Brook Development – Per Council Member Veech's request, Manager Mountain provided a summary of the Planning Board's initial hearing on the Canoe Brook Development, which took place the previous week. He was advised by Planning and Zoning Administrator Darren Carney that the board hearing was attended by a small group of interested residents. During the meeting, the applicant presented their architect and engineer for the 199-unit project, which is a part of the township's affordable housing settlement. The architect reviewed the design plan for the multiple buildings proposed as part of the project. During the discussion, it was agreed that the architect would revise the plans to convert the studio unit to one-bedroom units and the units with dens and closets to be reconfigured so that they would not be used as bedrooms.

The engineer reviewed the site layout and stormwater and landscaping plans. He will be providing a revised fire truck turning diagram using the township ladder truck details and a

revised landscaping plan to provide additional buffering to the residents on Diane Court. Manager Mountain reported that a traffic study will be provided at the next Planning Board meeting. The hearing is scheduled to continue at the Planning Board's Monday, April 18 meeting.

Council Member Loveys asked what the public turnout was like for the Toll Brother's Development. Council Member Tkacs stated that there were about a dozen people present at the meeting, most of whom were residents from Sweetwood Drive and Diane Court. He stated that the public members were respectful, but of course, they had concerns about the development's proximity to their backyards. Council Member Tkacs stated that he was eager to see the traffic studies on the Canfield Development.

D. APPROVAL OF MEETING MINUTES

1. Approving the Budget Council Meeting Minutes for January 29, 2022 and February 3, 2022, and the Regular Council Meeting Minutes for February 17, 2022

Council Member Veech made a motion to approve Budget Council Meeting Minutes for January 29, 2022 and February 3, 2022, and the Regular Council Meeting Minutes for February 17, 2022. Council Member Carey 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

E. 2022 MUNICIPAL BUDGET INTRODUCTION & CAPITAL IMPROVEMENT PROGRAM

Manager Mountain stated that he was pleased to present the 2022 Municipal Budget for introduction. He noted that the preparation of the municipal budget is annually one of the Township Council's most important policy actions. He stated that it was a challenge in any given year to prepare a structurally sound budget. He commented that the challenge is magnified when outside forces beyond local control impact the municipal operation. Over the past two years, Randolph has faced multiple challenges with the COVID-19 pandemic and its associated impacts. He explained that during this timeframe, the community and municipal organizations have learned to cope with these challenges.

He stated that the proposed budget reflected the resilience, ingenuity, and innovation that has allowed the organization to meet the community's needs despite the pandemic. The budget also reflects the positive and negative influences that are still present and impacting the township's financial operation in 2022. He and CFO Bonanno have done their best with the preparation of

the proposed budget to account for those influences and impacts while continuing the township's commitment to prudent fiscal management.

He was pleased that the budget achieved the primary goals that were set at the beginning of the process. The goals included maintaining the township's current service levels, continuing efforts to invest in the community's core facilities and infrastructure, and maintaining a stable municipal tax levy. He was pleased to confirm that the 2022 budget would not require an increase in the municipal tax rate. He shared that the township accomplished this for the sixth year in a row.

He will be providing a more detailed presentation before the budget hearing scheduled for Thursday, April 21. He reviewed a few highlights from the budget before the council considered the resolution for introduction:

- The 2022 budget keeps us within the state mandated 2 percent levy cap.
- The total operating budget totals \$33,243,945.
- The Water and Sewer budget, which the council will be introducing with the operating budget totals \$8,143,252.
- The budget contains no service reductions or changes to staffing levels. He was pleased to note that despite the impact of the pandemic, the budget does include funding for infrastructure projects such as the road resurfacing program and retaining wall replacement, as well as scheduled recreation projects and mission critical vehicle/equipment replacement.
- The township continues to maintain the town's strong financial position because of the conservative fiscal policies under which the township has operated for many years, and the hard work put in by staff to maintain municipal services uninterrupted despite the continued impacts from the pandemic.
- Appropriations in the 2022 budget (excluding State and Federal Grants) are up modestly, 1.91% from the prior year's adopted budget. This increase was kept minimal by the township's continued efforts to manage personnel costs and keep operating and capital expenses at reasonable levels.
- Salary & Wages – Salary and wages are the largest component of the annual budget, comprising approximately 30 percent of total expenditures. Managing this cost center is therefore critical to maintaining budget stability. This year total salary and wages are down slightly from the prior year - \$44,134 or 0.43%. The township has been able to maintain this cost center at effectively no increase by maintaining the full-time head count at current staffing levels, strong collective bargaining efforts and conservative budget forecasting for anticipated personnel changes.

- Sanitation - The sanitation budget is up 16.35% primarily to cover the service cost increase in year one of the five year consolidated residential curb-side solid waste-recycling contract that goes into effect in 2022.
- Recycling – Recycling is again budgeted to be a cost driver in the 2022 budget. Recent trends suggest Randolph may be returning to a day when recyclables will again be revenue and not an expenditure line. However, to be conservative in this budget the township is still forecasting a cost for this activity.
- Buildings & Grounds Contractual Services – The increase forecast for this area or just under ten percent is driven by two factors. These are increases in the town’s contracts for HVAC maintenance and janitorial services. The primary drivers behind these two contract costs increasing are rising labor and parts and material costs.
- Accumulated Leave – With a number of retirements anticipated for long time employees in the upcoming few years the township has taken two actions in this year’s budget to position the town strategically to absorb the accumulated leave costs these retirements will generate. These actions include the transfer of \$300,000 from appropriation reserves to bolster the accumulated leave fund and the re-institution of the accumulated leave cost center. Additionally, the town has budgeted \$30,000 in the 2022 accumulated leave line item that will be allocated to the accumulated leave fund.
- Utilities – The cost center for utility expenses in support of municipal facilities, vehicles and equipment has increased substantially in the past year and that increase is reflected in the utility line item in this year’s budget. The line item is increasing by just under \$22,000 in 2022, a 3.11% increase. This budget increase is being driven primarily by increases in gasoline and heating fuel costs. Given recent events triggering even more dramatic increases in this cost center an end of the year transfer to cover rising costs may still be required even with the budget forecast.
- Planning – The cost center for Planning Board/Board of Adjustment is up by a little over \$30,000 in this year’s budget. This increase is being driven primarily by a funding set-aside for a planning consultant to develop a township Environmental Master Plan.
- IT/MIS – In response to our multi-year plan to upgrade the infrastructure beginning in 2022 the MIS operating cost center includes an increase of \$57,000 or (56.89%). There are significant expenses proposed in the capital portion of the budget as well. The township will be offsetting some of the operating costs and a 100% of the capital expenses with American Rescue Plan Act funds.
- Celebration of Public Events – This cost center has been increased by a little over \$30,000 in the 2022 budget. The line item has been increased in anticipation of enhancements to the town’s large annual public events and an expansion of the overall number of events the township will be hosting in 2022. The forecasted increases are expected to be driven by increased entertainment and security costs. The expenses

proposed in this cost center are equally offset by increased revenue forecast in support of these events.

- Capital Improvement Fund –The funding for the capital program expenses is proposed to increase by 3.48% in 2022. A significant effort was made to again bring this cost center in at a reasonable level to enable the budget to be balanced without a tax increase. This being said, the capital requests included in the 2022 capital program reflect the continued goal of aggressively funding infrastructure improvements such as roads, retaining walls and facilities. The majority of these improvements are being funded in cash.
- On the revenue side of the budget the Township is dependent on five key sources of funding (State Aid; Local Fees, Permits & Interest; Surplus; Delinquent Taxes; and property tax collection). Revenue overall in 2021 rebounded close to pre-pandemic levels in many areas. While the township anticipates this revenue trend to continue in 2022, a conservative approach is being maintained to the application of revenue in this year's budget. Fortunately, the township is also benefitting this year from outside aid through State Grants and Federal assistance. This funding will be enough to allow this budget to be constructed in a manner that avoids an increase in the municipal tax levy.

The center piece of the aid anticipated is the funding from the Federal American Recovery Act. Randolph Township is earmarked to receive a total of \$2,656,278.58 from the Federal Government's American Rescue Plan Act of 2021 to reduce the impacts of the Pandemic. The initial tranche of this revenue (\$1,328,139.29) was received in 2021 and has been placed in a local reserve. The second tranche of the same amount will be received in mid- 2022.

- The 2022 budget also contains the spending plan for the township water and sewer utility. The Water and Sewer Utility budgets continue to be in very sound financial condition. The Water fund continues to benefit from the rate increase approved by the council in 2019, which stabilized the fund and ended a several year decline in revenues. The Water fund ended 2021 with a fund balance of \$538,476. The 2022 budget allocates \$3,666,265 for the operation of Randolph's public water system. The 2022 sewer budget is proposed at \$4,476,987. The sewer fund closed 2021 with a healthy fund balance of \$10,430,591.

He expressed his appreciation for the diligent manner in which the Township Council approached this year's budget process. He thanked the township staff for their cooperation in the budget process and recognized CFO Deborah Bonanno and Assistant CFO Angelica Sabatini for their work in assembling the budget. He commented that CFO Bonanno did extraordinary work in preparing the budget and transitioning into her new position to immediately take charge of the township's financial operations.

He noted that sometimes state review of the budget occurs right up to the date of hearing. He explained that if changes were required by the state they are usually handled easily. If the state review does not respond before the hearing date, the council will have to open the hearing and carry on with the process.

Manager Mountain read the resolution required to introduce the 2022 budget into the record.

Deputy Mayor Nisivoccia made a motion to introduce the 2022 Municipal Budget and Capital Improvement Program. 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

F. COMBINED ACTION RESOLUTIONS

Mayor Potter read R-70-22 Resolution Honoring Women’s History Month into the record:

WHEREAS, women of every race, class, and ethnic background have made historic contributions to the growth and strength of our Nation in countless recorded and unrecorded ways; and

WHEREAS, women have played and continue to play critical economic, cultural, and social role in every sphere of the life of the Nation by constituting a significant portion of the labor force working inside and outside of the home; and

WHEREAS, women have played a unique role throughout the history of the Nation by providing the majority of the volunteer labor force of the Nation; and

WHEREAS, women were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in our Nation; and

WHEREAS, American women of every race, class, and ethnic background served as early leaders in the forefront of every major progressive social change movement; and

WHEREAS, women have served our country courageously in the military and continue daily as first responders; and

WHEREAS, women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which create a more fair and just society for all.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Township of Randolph do hereby proclaim March 2022 as “Women’s History Month” and call

upon the residents of Randolph to observe March by participating in appropriate programs, ceremonies, and activities that honor and recognize women in our community.

Item #8, R-69-22 Authorizing the Person-To-Person transfer of Plenary Retail Consumption Liquor License No. 1432-33-007 from AVI Restaurant Group LLC, to Sterling House, Randolph LLC - Council Member Veech inquired about the Sterling House. Clerk Luciani informed her that the Sterling House is the name of the entity obtaining the license. The business owns other restaurants, some of which are in Morristown. The liquor license will be at SubUrban.

Item #3, R-64-22 Authorizing Appropriation Reserve Transfers Per N.J.S.A. 40A:4-59 – Deputy Mayor Nisivoccia asked if Manager Mountain could provide some information on this item. Manager Mountain stated that this resolution would be moving monies from the township's prior year operating budget to the township's reserves.

Item #6, R-67-22 Authorizing the Purchase of a Chassis Ambulance Remount - \$132,733.00 – Council Member Loveys asked about the ambulance remount. Manager Mountain explained that the Rescue Squad assessed their fleet replacements. He shared that the trend over the years has been to only remount the chassis of the ambulance if the body of the vehicle was in good condition; doing so allowed the squad to save money and take advantage of the existing elements in the ambulance. He stated that the remount was within budget.

Deputy Mayor Nisivoccia asked how old the ambulance was. Manager Mountain stated that the ambulance was around 12 years old. He stated that the useful life for the chassis was 10 years.

1. R-62-22 Governing Body Certification of Compliance with the United States Equal Employment Opportunity Commission's Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964
2. R-63-22 Authorizing Tax Collector to process all necessary documents to redeem said lien to bring account current and cancel Refund Tax Sale Certificate #19-19 for Block 192, Lot 1, 45 Bennett Ave.
3. R-64-22 Authorizing Appropriation Reserve Transfers Per N.J.S.A. 40A:4-59
4. R-65-22 Release of Police Detail Escrow to Seidner Dentistry - \$56.65
5. R-66-22 Release of Police Detail Escrow to MCSSADA - \$921.92
6. R-67-22 Authorizing the Purchase of a Chassis Ambulance Remount - \$132,733.00

CERTIFICATION OF AVAILABILITY OF FUNDS

Dated: March 17, 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 are available for a chassis ambulance remount using the H-GAC Contract #AM10-20 in the amount of \$132,733.

Deborah Bonanno
Chief Financial Officer
Budget Accounts: 04-215-56-002-301

7. R-68-22 Rejecting and awarding contracts for Supplying Plumbing and Waterworks Specialties for the period of April 1, 2022 through March 31, 2023 with various companies
8. R-69-22 Authorizing the Person-To-Person transfer of Plenary Retail Consumption Liquor License No. 1432-33-007 from AVI Restaurant Group LLC, to Sterling House, Randolph LLC
9. R-70-22 Resolution Honoring Women's History Month

Council Member Veech made a motion to approve the Combined Action Resolutions. 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

G. UPCOMING EVENTS

1. Library Event: Rockness Music, Saturday, March 19, 2022, 2:00 p.m. - 2:45 p.m.
Registration required
2. StoryWalk sponsored by the Library and Parks and Recreation - at Veterans Community Park, 100 Calais Road, Randolph, April 2, 2022 at 2:00 p.m.
3. Little League Opening Day at Freedom Park, Saturday, April 23, 2022, parade starts at 9:15 a.m., ceremony at 9:45 a.m., activities for players and families at 10:30 a.m. and first games begin at 12:00 p.m. and 12:30 p.m.
4. Confidential Paper Shredding, Saturday, April 23, 2022 from 9:00 a.m. - 12 noon in the Municipal Building parking lot at 502 Millbrook Avenue
5. Community Garage Sale - Clean Up and Clean Out - Saturday, April 23, and April 24, 2022, from 9am to 4pm - Register online at randolphnj.org
6. Ironia Firemen's Installation Dinner at the Meadow Wood on April 29, 2022, at 6:00 p.m.

7. Arts in the Park, at Veterans Community Park, 100 Calais Road, Randolph, Saturday, May 21, 2022, from 11:00 a.m. to 6:00 p.m.

Council Member Veech inquired about the Spring Clean Communities Day. Manager Mountain stated that he had not heard if the department would be organizing the event as they did in the past. Deputy Mayor Nisivoccia shared that he was informed by Health Officer Mark Caputo that this year the event would be conducted as a scaled-back version due to COVID-19. Mr. Caputo hoped that by fall the event could be held normally. Manager Mountain stated that many factors need to be considered for the event such as the age of participants and their comfortability with gatherings. He explained that the same number of people will participate, but the groups will be dispersed.

H. ORDINANCES: SECOND READING/PUBLIC HEARING

1. **Ordinance No. 04-22 Re-Adopting Article XVII, Wildlife Management Advisory Committee, of Chapter 10, Boards, Commissions, Committees and Agencies of the Revised Ordinances of the Township of Randolph, Morris County, New Jersey**

BE IT RESOLVED, that an Ordinance entitled, An Ordinance Re-Adopting Article XVII, Wildlife Management Advisory Committee, of Chapter 10, Boards, Commissions, Committees and Agencies, of the Revised Ordinances of the Township of Randolph, Morris County, New Jersey, be read by title on second reading and a hearing held thereon.

Manager Mountain explained that the purpose of this ordinance is to re-adopt Article XVII, Wildlife Management Advisory Committee, of Chapter 10, Boards, Commissions, Committees and Agencies, of the Revised Ordinances of the Township of Randolph. The ordinance addresses the sunset provisions as well as other minor changes.

OPEN TO THE PUBLIC

Seeing and hearing none, the public session was closed.

BE IT RESOLVED, that an Ordinance entitled, An Ordinance Re-Adopting Article XVII, Wildlife Management Advisory Committee, of Chapter 10, Boards, Commissions, Committees and Agencies, of the Revised Ordinances of the Township of Randolph, Morris County, New Jersey, 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.

Council Member Forstenhausler made a motion to adopt the ordinance. 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

**2. Ordinance No. 05-22 Re-Adoption Article XVIII,
Trails Advisory Committee, of Chapter 10, Boards, Commissions, Committees and
Agencies, of the Revised Ordinances of the Township of Randolph, Morris County,
New Jersey**

BE IT RESOLVED, that an Ordinance entitled, An Ordinance Re-Adopting Article XVIII, Trails Advisory Committee, of Chapter 10, Boards, Commissions, Committees and Agencies, of the Revised Ordinances of the Township of Randolph, Morris County, New Jersey, be read by title on second reading and a hearing held thereon.

Manager Mountain explained that the purpose of this ordinance is to re-adopt Article XVIII, Trails Advisory Committee, of Chapter 10, Boards, Commissions, Committees and Agencies, of the Revised Ordinances of the Township of Randolph. The ordinance addresses the sunset provisions as well as other minor changes.

OPEN TO THE PUBLIC

Seeing and hearing none, the public session was closed.

BE IT RESOLVED, that an Ordinance entitled, An Ordinance Re-Adopting Article XVIII, Trails Advisory Committee, of Chapter 10, Boards, Commissions, Committees and Agencies, of the Revised Ordinances of the Township of Randolph, Morris County, New Jersey, 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.

Council Member Forstenhausler made a motion to adopt the ordinance. 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

**3. Ordinance No. 06-22 Amending Sections 15-2.2 and
15-11 of the Land Development Ordinance of the Township of Randolph, Morris
County, New Jersey to Permit Cottage Food Operations**

BE IT RESOLVED, that an Ordinance entitled, An Ordinance Amending Sections 15-2.2 and 15-11 of the Land Development Ordinance of the Township of Randolph, Morris County, New Jersey to permit Cottage Food Operations, be read by title on second reading and a hearing held thereon.

Manager Mountain explained that the purpose of this ordinance is to amend Sections 15-2.2 and 15-11 of the Land Development Ordinance of the Township of Randolph to permit cottage food operations in all residential uses with conditional requirements.

OPEN TO THE PUBLIC

Seeing and hearing none, the public session was closed.

BE IT RESOLVED, that an Ordinance entitled, An Ordinance Amending Sections 15-2.2 and 15-11 of the Land Development Ordinance of the Township of Randolph, Morris County, New Jersey to permit Cottage Food Operations, 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.

Deputy Mayor Nisivoccia made a motion to adopt 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

4. Ordinance No. 07-22 Range of Compensation for Specified Officers and Employees

BE IT RESOLVED, that an Ordinance entitled An Ordinance Amending Ordinance No. 08-21 to Provide and Determine the Range of Compensation for Specified Employees in the Township of Randolph, be read by title on second reading and a hearing held thereon.

Manager Mountain 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, 2022.

OPEN TO THE PUBLIC

Seeing and hearing none, the public session was closed.

BE IT RESOLVED, that an Ordinance entitled, An Ordinance Amending Ordinance No. 08-21 to Provide and Determine the Range of Compensation for Specified 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.

Council Member Forstenhausler made a motion to adopt the ordinance. Council Member Carey 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. Proposed Ordinance to amend Appendix A of the Fee Schedule

Manager Mountain explained that the purpose of the proposed ordinance is to amend the sections of Appendix A, Fee Schedule of Revised Ordinances of the Township of Randolph. The fees govern various categories of the municipal organization such as administrative fees, building and construction fees, engineering fees, water and sewer fees, fire prevention fees, and health fees. He informed the council that if they have questions about the areas that are not changing, he may need to look into it further as the fees could be tied back to original ordinances.

He reviewed elements of the proposed recreation fees and the range of membership packages at the park beach. He stated that these changes and packages were being implemented as a result of the added amenities at the park. He explained how the changed and eliminated fees could be identified in the proposed document. He stated that most of the increases in the fees are a reflection of whatever costs associated with the products or services going up.

He explained that the fee for mulch delivery had been reduced to incentivize residents to take advantage of the program as getting rid of the excess materials results in a cost for the township. He advised the council that the purpose of this discussion was to collect comments to prepare the ordinance for introduction.

Deputy Mayor Nisivoccia asked Manager Mountain to provide an update on the Mobile Food Trucks. Manager Mountain briefly explained that the fire-code element for the food trucks would not have any changes. He shared that the Board of Health has been discussing the implementation of an annual license for the food truck operations.

Council Member Loveys asked for clarification on item 14b of the Recreation Fees. He referred to items one thru seven and asked what those items were referring to, as only five items were designated. He pointed out numbering issues on page 14 of the proposed ordinance. Manager

Mountain and Clerk Luciani stated that they would check the numbering with Parks and Recreation Director Russ Newman.

Council Member Loveys asked why some of the tennis court fees were eliminated. Manager Mountain informed him that it was difficult to manage the fees of facilities that are not manned. He stated that an automated reservation system was being looked into; this system would tie into the fee schedule and make it easier to capture unmanned stations by capturing facility/court use via an app. He stated that many of the eliminated fees were removed for practical reasons and did not have a major effect on the fee schedule.

Council Member Veech referred to page 13, item number nine. She shared that with the exception of the tennis court reservation fee and the community theater fee, fees for residents aged 60 and older were waived. She commented that this waiver was great for the community's senior residents. There was a brief discussion on pickleball courts. Manager Mountain explained that the pickleball courts are considered a part of the tennis courts, but the language could be clarified.

Council Member Loveys inquired about the Water and Sewer Fees. He referred to the water meters for construction job sites and asked if the township had multiple construction meters. Clerk Luciani informed him that the township used to have the meters, but the sites have not returned them; the price for the meters was raised to discourage that. Council Member Loveys stated that other towns should be examined with respect to construction water so the township can review the construction water meter rates. Manager Mountain stated that the item could always be reviewed in the future.

J. OPEN TO THE PUBLIC

Seeing and hearing none, the public portion was closed.

K. COUNCIL COMMENTS

Council Member Tkacs shared that he was away for a few weeks. He stated that he planned to report on the Planning Board's activities, however, Manager Mountain already provided a brief update on the board's recent activities.

Council Member Veech stated that she attended a Randolph Area Chamber of Commerce Luncheon. She stated that it was a very inspirational event and that it was nice to see new members. She shared that on Wednesday, June 15, a multi-chamber meeting with other chambers in nearby communities would be held at the Randolph Diner.

She attended a Parks Advisory Committee meeting on Tuesday, March 8. She reported that the Parks and Recreation staff were working with the DPW to clear snow in the parks. The staff has been cleaning the Community Center and the equipment stored at the facility, building an ADA compliant entrance at the Brundage Park Playhouse, working on the staircases at Randolph Park Beach, and power washing the park/beach pavilions. She reported that the committee was putting together an online reservation system for the township's recreational court facilities. They have

also been working on assembling guidelines for the parks. She shared that the lighting deficiencies with the flagpole at Veterans Community Park were temporarily resolved and that 8x12 flags had been ordered.

She reported that the holiday decorations near the Community Center and the gazebo were taken down and that the furnace and heating elements at the VFW, Artworks Studio, and the Brundage Playhouse were being reviewed. She commented that the staff has been doing a lot of inventory and maintenance work.

On Saturday, March 13, she participated in the 11th Annual Statewide Community Garden Conference. She shared that the township's community garden was searching for groups to donate or build and install benches at the community garden. The garden is also looking into finding suitable pest control services.

Mayor Potter asked if any information about the flagpole was shared with the residents. Manager Mountain stated that they responded to the concerned resident. He explained that internal wiring for the light at the top of the flagpole would tangle with the flag's pulley mechanism causing issues with using the mechanism. He shared that they were working with the project's contractor to figure out how to approach relocating the light to the base of the pole to prevent the tangling.

Council Member Carey reported that she attended a Randolph Area Chamber of Commerce event. The event speaker spoke about getting out of comfort zones and increasing capabilities.

She reported that the library had many events planned, some of which included a Leprechaun March event for children, and special displays for Black History Month and Women's History Month.

Council Member Forstenhausler shared that the Trails Advisory Committee meeting was canceled due to a lack of quorum. He shared that the Fire Chief made arrangements for the Fire Department to participate in a Tesla training course that discusses Tesla vehicle fires.

Council Member Loveys attended a Recreation Advisory Committee. He shared that Assistant Parks and Recreation Director Steve Eisenstein reported that spring recreation figures increased and that the day camp and teen camp registration numbers were up. Mr. Eisenstein reported that there were challenges with recruiting for the day camp, but he was confident they would recruit the necessary positions. He reported that there would be a walkthrough of the Randolph High School's Athletic Field House on Thursday, April 14, with the school's Business Administrator.

He reported that the committee was looking into instituting a volleyball clinic for boys in 5th-8th grade. The clinic will be held indoors at the high school. He stated that the girls' and boys' volleyball clinics were very popular.

Deputy Mayor Nisivoccia attended the BOE-Liaison meeting. He shared his approval of the work being done to remove the fountain at the municipal building. He stated that it looked much better. Clerk Luciani stated that the work should be completed by next week.

Mayor Potter reported that she attended the BOE-Liaison meeting. The BOE will be presenting its budget on Tuesday, March 22. She reported that the schools are conducting a demographic study to see if they have the facilities to handle the community growth coming in as a result of the affordable housing units.

Council Member Veech asked if the 2020 Census numbers had been distributed. There was a brief discussion on when the data would become available.

Mayor Potter attended a VFW press conference on Wednesday, March 9. During the conference, she presented VFW Post #7333 with a proclamation declaring that July 7, 2022 – July 11, 2022, correspond with the Vietnam Veterans Moving Wall Memorial event at the County College of Morris. On Friday, March 11, she presented two proclamations to girl scout gold-award students.

She attended a Randolph Area Chamber of Commerce event.

She informed the council that she introduced representatives of the Randolph PEACE group to the Interfaith Council. She stated that both groups were motivated to work together; she suggested that a workgroup be formed to hold quarterly liaison meetings with the groups to exchange information and support efforts as needed. She suggested that the Ordinance Work Group's discussion on the creation of a new committee be paused to consider if forming a smaller group to meet with the Interfaith Council and Randolph PEACE was a better approach. She suggested that a group consisting of herself, Deputy Mayor Nisivoccia, and Council Member Carey be formed to meet with Manager Mountain to create oversight on the implementation of the 17 diversity and inclusion recommendations.

Council Member Carey stated that she would be happy to participate in the workgroup. She commented that her experience with Randolph PEACE has demonstrated that the group was doing a fantastic job. She was in favor of working with the two groups as they already existed.

The remaining council members were in favor of creating a workgroup of three people and advising the Ordinance Work Group to hold off on the creation of a new committee.

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) Update Guerin Drive – Property Acquisition

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 7:20 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 7:40 p.m. 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

M. ADJOURNMENT

Deputy Mayor Nisivoccia made a motion to adjourn the meeting at 7:40 p.m. Council Member Tkacs 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

March 17, 2022