

Directs, administers, and coordinates the activities of the municipality in support of policies, goals, and objectives established by the Mayor and Council. This department is responsible for the day-to-day operations associated with all municipal activities. It is headed by the Mayor who is the Chief Executive Officer. The Mayor in Mt. Olive is a part-time position. The full time employee who reports directly to the Mayor is the Business Administrator. All departments, with the exception of the Township Clerk, report to the Administrator.

The Administration ensures that all Township activities and operations are carried out in compliance with local, state, and federal regulations and laws governing municipal operations. It also helps to develop, prescribe, and enforce rules and regulations to provide for the efficient management of the Township government.

## Staff Contacts

[Andrew Tatarenko](#)

Business Administrator

(973) 691-0900 ext. 7201 [Email](#)

[Lisa Brett](#)

Assistant to the Mayor

(973) 691-0900 ext. 7338 [Email](#)

[Claudia Tomasello-Quinn](#)

Assistant Business Administrator

(973) 691-0900 ext. 7293 [Email](#)

[Robyn Esposito](#)

Qualified Purchasing Agent

(973) 691-0900 ext. 7271 [Email](#)

[Jenna Murphy](#)

Administrative Assistant

(973) 691-0900 ext. 7227 [Email](#)

[Dane Westdyk](#)

IT

(973) 691-0900 ext. 7251 [Email](#)

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## Directions

Administration

204 Flanders-Drakestown Road

Budd Lake, NJ 07828  
United States

[View in Google Maps](#)

**40.846920638687, -74.745118346395**