

**GREENWICH TOWNSHIP
MINUTES OF REGULAR MEETING
FEBRUARY 13, 2018
7:30 p.m.**

Mayor Reinhart called the meeting to order stating, "Adequate notice of this meeting was provided in compliance with the Open Public Meeting Act by notifying the South Jersey Times."

Roll Call: Mayor Reinhart, Deputy Mayor Orr and Committeeman Werley were present. Also present were John Carr, Solicitor; Kim Fleetwood, CFO/Treasurer; and Lisa Garrison, Township Clerk.

Flag salute – Mayor Reinhart

Payment of Bills - After review and discussion on motion of Mayor Reinhart, seconded by Committeeman Werley to approve the December bill list in the amount of \$35,640.57, unanimously carried. On motion of Mayor Reinhart, seconded by Deputy Mayor Orr to approve the January bills for payment in the amount of \$125,964.10, unanimously carried. On motion of Deputy Mayor Orr, seconded by Mayor Reinhart to approve the February bills for payment in the amount of \$400,856.08.

Approval of Minutes - On motion of Mayor Reinhart, seconded by Deputy Mayor Orr to approve the minutes as received, unanimously carried.

Mayor Reinhart called for a public hearing for Ordinance No. 36-2018.

ORDINANCE NO. 36-2018

**AN ORDINANCE REQUIRING THE INSTALLATION OF A KEY LOCK BOX
EMERGENCY ACCESS SYSTEM FOR USE BY THE GREENWICH TOWNSHIP FIRE
DEPARTMENT DURING AN EMERGENCY OR AS DEEMED NECESSARY BY THE
GREENWICH TOWNSHIP FIRE DEPARTMENT**

WHEREAS, the health, safety and welfare of the citizens of the Township of Greenwich ("Township") are promoted by requiring certain structures to have a Key Lock Box installed on the exterior of the structure to aid the Township Fire Department in gaining access to the structure when responding to calls for emergency service; and

WHEREAS, some buildings are equipped with automatic systems that may cause the Township Fire Department to be summoned at a time of emergency when the building or business is not occupied or when the occupant is not available to provide the Township Fire Department entry into the building; and

WHEREAS, the Key Lock Box Emergency Access System will eliminate costly damage from forcible entry into buildings equipped with automatic systems by the Township Fire Department checking for fire or other dangerous conditions; and

WHEREAS, the Township Fire Department can reduce the potential for rapid expansion of fire and other hazardous conditions by quick access and decrease dangers for firefighters; and

WHEREAS, the Key Lock Box Emergency Access System will operate on a controlled master key basis by the Township Fire Department; and

WHEREAS, the Townships is authorized to pass this Ordinance pursuant to N.J.S.A. 40:48-2 and pursuant to the Township's police powers.

NOW, THEREFORE, BE IT ORDAINED, by the Township Committee of the Township of Greenwich, County of **Cumberland** and State of New Jersey that there should be adopted this Ordinance of the Township for a Key Lock Box Emergency Access System which shall provide the following:

A. Key Lock Box Emergency Access System

1. Definitions

Fire Official shall refer to the Greenwich Fire Chief or his/her designee.

Key Lock Box shall refer to a secure rapid entry system that is designed to be used by Department Personnel in the event of an emergency to gain entry into a structure by using the enclosed owner-provided key (s). This box is usually mounted on the exterior of the building in a location that is specified by the Fire Official and Construction Official. All boxes shall be UL (Underwriters Laboratories) certified, Knox Box brand and approved by the Fire Official and Construction Official.

B. Structures to be Equipped with a Key Lock Box

Unless otherwise determined, in writing, by the Fire Official, the following structures shall be equipped with a Key Lock Box of a type and size and at a location approved by the Fire Official and Construction Official:

- i. All new commercial building shall be equipped with a Key Lock Box prior to the issuance of the Certificate of Occupancy.
- ii. All existing commercial buildings constructing additions, major renovations or changes of use that require Township Zoning or Planning Board approval shall be equipped with a Key Lock Box prior to the issuance of any necessary permits.
- iii. All existing commercial buildings with new occupancies by tenants shall be equipped with a Key Lock Box prior to the issuance of a Certificate of Continued Occupancy.
- iv. Each building protected by an automatic fire alarm system (automatic dialer, central station, external audible/visual alarm) and not manned 24 hours a day, 7 days a week.

- v. Multi-family residential structures that have restricted access through locked doors but have a common corridor for access to the living units, including but not limited to condominium building.
- vi. Schools, whether public or private.
- vii. Governmental structures and nursing care facilities.

C. Key Lock Box Contents

The property owner is required at all times to keep a key(s) in the Key Lock Box that will allow access to the structure. The Key Lock Box shall contain, but not limited to, the following items as designated by the Fire Official:

- i. Labeled keys to locked points of ingress and egress, whether in interior or exterior of such buildings;
- ii. Labeled keys to the locked mechanical rooms;
- iii. Labeled keys to locked elevator rooms and controls;
- iv. Labeled keys to any fence or secured areas;
- v. Labeled keys to areas of the building where fire alarm panels and fire protection systems are located;
- vi. Labeled keys to any other areas that may be required by the Fire Official;
- vii. A card containing the emergency contact names and phone numbers for such buildings;
- viii. Floor plans of the rooms within the building showing locations of shut-offs;
- ix. Hazardous materials information; and
- x. An inventory of the keys.

The property owner shall notify the Township Fire Department when any or all of the locks or keys have been changed and shall keep the immediate area of the Key Lock Box free and clear of any and all obstructions.

D. Registration and Installation of Key Lock Boxes

The Key Lock Box shall be installed at a location approved by the Fire Official. No Key Lock Box shall be installed, voluntarily or otherwise, without first obtaining the approval of the Fire

Official. The property owner shall be responsible for the cost to purchase, install and maintain the Key Lock Box.

E. Compliance

All existing buildings required to have a Key Lock Box shall comply with this Ordinance one (1) year from its effective date. All constructed buildings not yet occupied or buildings currently under construction and all buildings or businesses applying for a Certificate of Occupancy shall comply immediately upon passage of this Ordinance. In any event, the owner of any structure in the Township shall comply with this Ordinance within sixty (60) days from receipt of written notice from the Fire Official. The cost of purchasing and installing, along with any cost associated with implementation of the program at a specific property will be borne by the property owner.

F. Penalties

Any property owner failing to comply with this Ordinance shall be subject to a fine of not more than Two Hundred Fifty (\$250.00) Dollars for each day of violation or non-compliance.

Section One. Repealer. All former Ordinances of the Township of Greenwich which are in conflict with the provisions contained in this Ordinance are hereby repealed upon the adoption of this Ordinance.

Section Two. Severability. If any part or parts of this Ordinance are held to be invalid for any reason such decision shall not affect the validity of the remaining portions of this Ordinance.

Section Three. This Ordinance shall take effect after final approval and publication as required by law.

On motion of Deputy Mayor Orr, seconded by Committeeman Werley to open the public hearing, unanimously carried. Ms. Watson questioned the purpose of the ordinance which was explained by Mayor Reinhart. On motion of Deputy Mayor Orr, seconded by Mayor Reinhart to close the public hearing, unanimously carried. On motion of Mayor Reinhart, seconded by Deputy Mayor Orr to adopt the foregoing ordinance, carried upon roll call vote. Ayes: Orr, Reinhart, Werley Nays: None Abstain: None Absent: None

Mayor Reinhart next called for the introduction of the following proposed ordinance.

PROPOSED ORDINANCE NO. 37-2018

**2018 "CAP" ORDINANCE TO EXCEED THE MUNICIPAL BUDGET
APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A:4-45.14)**

Unfinished Business –

Old Stone School House – Mayor Reinhart indicated he had spoken with Ted Ritter and this will be discussed at their meeting.

Animal Shelter - On motion of Mayor Reinhart, seconded by Committeeman Werley to accept the form of contract from the Cumberland County SPCA in the amount of \$2,587.00, unanimously carried.

Website Agreement - On motion of Committeeman Werley, seconded by Mayor Reinhart to accept the proposal from Renee Brecht in the amount of \$918.00 for maintenance of the Township website, unanimously carried.

OEM Building Punchlist Items - The punchlist items were reviewed.

The roof of the OEM building requires necessary repairs. Three (3) quotes were received from the following:

Sprouts & Ladders Bridgeton, NJ	\$3,200.00
Accu-Built Structures Ltd. Greenwich, NJ	\$4,850.00
Regal Roofing & Siding Woodstown, NJ	\$2,168.00

After review of said quotes it was determined that Regal Roofing & Siding's quote was not complete. On motion of Deputy Mayor Orr, seconded by Mayor Reinhart to approve the quote of Sprouts & Ladders in the amount of \$3,200.00, unanimously carried.

Planning/Zoning Board Recommendation – Bed & Breakfast Vacation in Rental in Private Home Ordinance - Mr. Carr reviewed his prepared listing of the Committee's questions and concerns. The Committee instructed Mr. Carr to forward them to the Board.

Shade Tree Commission - Community Forestry Consultant Proposal - Ms. Watson indicated the Commission had received quotes from various consultants and they were preparing to appoint a consultant. Ms. Watson was advised to wait until the budget has been adopted.

Solicitor's Report - Mr. Carr provided information to the Committee on the Legalization of Recreation Marijuana.

Committee Comments - Committeeman Werley announced the upcoming PTO Spaghetti dinner one week from Saturday from 5:00 p.m. – 7:00 p.m. at the Greenwich School. Mayor Reinhart indicated Blood Born Pathogen, CPR and Right to Know training had been held.

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 0% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Township Committee of the Township of Greenwich, in the County of Cumberland finds it advisable and necessary to increase its CY 2018 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Township Committee hereby determines that a 3.5% increase in the budget for said year, amounting to \$3,581.99 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Greenwich, in the County of Cumberland, a majority of the full authorized membership of this governing body affirmatively concurring that, in the CY 2018 budget year, the final appropriations of the Township of Greenwich shall, in accordance with this ordinance and N.J.S.A. 40A:4-45.14, be increased by 3.5%, amounting to \$12,536.97, and that the CY 2018 municipal budget for the Township of Greenwich be approved and adopted in accordance with this ordinance; and

BE IT FURTHER ORDAINED that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and

BE IT FURTHER ORDAINED that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

On motion of Mayor Reinhart, seconded by to approve the introduction of the foregoing proposed ordinance, unanimously carried upon roll call vote. Ayes: Orr, Reinhart, Werley
Nays: None Abstain: None Absent: None

Mayor Reinhart announced Big Clean Up Day to be held on February 24, 2018 between 9:00 a.m. and 12:00p.m.

Public Comment - On motion of Committeeman Werley, seconded by Deputy Mayor Orr to open the public comment. Ms. Gordon, owner of a local Air BnB in Greenwich, offered any assistance with understanding the operation of BnBs. She expressed her concerns with regards to the Board limiting the total rental period for sixty (60) days as it would prove very costly for Bnb owner/operators. She indicated that there have never been any issues with the neighbors or guests. On motion of Mayor Reinhart, seconded by Deputy Mayor Orr to close the public comment, unanimously carried.

On motion of Deputy Mayor Orr, seconded by Mayor Reinhart to adjourn, unanimously carried.

Respectfully submitted,

Lisa Garrison, RMC
Township Clerk

