

PROCLAMATION OF STATE OF EMERGENCY
TO ALL CITIZENS AND PERSONS WITHIN THE TOWNSHIP OF LIBERTY
AND TO ALL DEPARTMENTS, DIVISIONS AND BUREAUS OF THE
MUNICIPAL GOVERNMENT OF THE TOWNSHIP OF LIBERTY:

WHEREAS, pursuant to the powers vested in me by (Chapter 251 of the laws of 1942, as amended and supplemented, N.J.S.A. App. A:9-30 et. seq.; N.J.S.A. 40:48-1 (6), and ordinances enacted pursuant thereto; N.J.S.A. 2C:33-1 et. seq.;-- whichever law or laws apply), Executive Order 103 and by ordinances adopted by the Township of Liberty I have declared that a STATE OF EMERGENCY exists within the Township of Liberty; and

WHEREAS, the aforesaid laws authorize the promulgation of such orders, rules, and regulations as are necessary to meet the various problems which have or may be presented by such an emergency; and

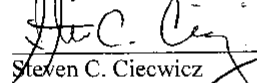
WHEREAS, by reason of the rapidly evolving outbreak of the novel coronavirus, COVID-19, the need for government operations to address staffing capabilities to ensure essential operational needs are met in order to mitigate factors which may further adversely affect the health, safety, and welfare of the people of the Township of Liberty and exacerbate and worsen existing conditions; and

WHEREAS, it has been determined that these areas of the Township of Liberty should be declared disaster areas, and further that certain measures must be taken to ensure that the authorities will be unhampered in their efforts to maintain law and order as well as an orderly flow of traffic and further in order to protect the persons and property of the residents affected by the conditions and finally that governmental operations including but not limited to the conduct of public meetings shall be substantially altered; and

WHEREAS, all lands within the boundaries of the Township of Liberty are hereby designated as disaster areas;


Now, THEREFORE, IN ACCORDANCE WITH the aforesaid laws, we do hereby promulgate and declare the following regulations attached hereto and made a part hereof shall be in addition to all other laws of the State of New Jersey and the Township of

Liberty.



Steven C. Cieciewicz
Emergency Management Coordinator
Liberty Township

5/7/2020
Date



John Inscho
Mayor
Liberty Township

5/20/2020
Date



STEVEN C. CIECWICZ, COORDINATOR

RONALD PETERSEN, DEPUTY COORDINATOR

MEMORANDUM

TO: ALL STAFF; MAYOR AND
COUNCIL

cc:

FROM: Steven C. Ciecwicz

DATE: 7 May 2020

SUBJECT: COVID- 19 PROTOCOL

As provided in Executive Order 103, the protection of the health and well-being of New Jersey residents and the State's public workforce is a primary concern. It is equally important to ensure the continuous delivery of essential public services during the rapidly evolving outbreak of the novel coronavirus, COVID-19. Therefore, government operations need flexibility to address staffing capabilities to ensure essential operational needs are met. Similarly, employees require greater latitude in applicable working arrangements to prevent further spread of the virus and to prioritize their health and the health of their immediate family members.

Thus, in accordance with Executive Order 103, N.J.S.A. App. A:9-45., and N.J.S.A. App. A:9-40.5., which authorize and empower local Offices of Emergency Management to promulgate rules and to waive, suspend, or modify any existing rule where its enforcement would be detrimental to the public welfare, and specifically authorizes the local OEM to take appropriate steps to address the public health hazard of COVID-19, the Township of Liberty Office of Emergency Management, has issued the following guidelines for day-to-day governmental operations of the Township of Liberty for the next forty-five (45) days, which point the protocol will be reevaluated and extended if necessary.

General Operations

1. Mandate that the public to utilize online payment options, U.S. Mail, or drop box service at Town Hall for taxes, utility payments, licenses, permits, and other local government business.

2. Mandate that the public utilize phone and email to make routine inquiries and/or report information to the municipality.
3. Otherwise close Town offices to the public and only allow Town employees, employees of other local, county, state, and federal offices and representatives of private entities having direct business with the Borough (ie: vendors or contractors).
4. Cancel LandUse, Recreation and Environmental Board meetings in May.
5. Township Committee meetings to be broadcast via virtual media.
6. Enhanced disinfecting of Town Hall and DPW office space.
8. Enable work from home capability for key employees.
9. Prohibit official out of state travel and in-state conferences through end of May.
10. Cancel Town sponsored recreation events through end of May.

Department of Public Works

1. Breaks and lunches shall be taken at the Department of Public Works, at the employee's home, or an isolated location (ie: in a parked vehicle). DPW Employees shall avoid local food service establishments and shall not make ancillary stops unless absolutely necessary when traveling outside of the Town during working hours or refueling.
2. General public will be prohibited from entering the DPW garage.
3. DPW personnel shall make every effort to avoid engagement with the public when working in and among the community (extended close conversation, shaking hands, etc...)
4. Enhanced disinfecting of DPW office space.