

**AN ORDINANCE AMENDING CHAPTER 2, SECTIONS 6.6 and 6.7 and CHAPTER 15,
SECTION 2.9 OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF WEST
ORANGE
(Database of Residents in Need of Special Assistance)**

BE IT ORDAINED BY THE MUNICIPAL COUNCIL OF THE TOWNSHIP OF WEST ORANGE, NEW JERSEY that Chapter 2 and Chapter 15 of the Revised General Ordinances of the Township of West Orange be and are hereby amended as follows:

I. PURPOSE

The purpose of this ordinance is to authorize the Township of West Orange Clerk to maintain a confidential database of residents who identify themselves as being in need of special assistance in the event of an emergency consistent with a bill adopted by the New Jersey State Legislature on or about January 8, 2018. This confidential database of residents shall be confidential and exempt from disclosure under the Open Public Records Act and only provided to the West Orange Police Department and the West Orange Fire Department for use and reference in the case of emergencies.

II. CHAPTER 2, SECTION 6.6 SHALL BE AND HEREBY IS AMENDED AND SUPPLEMENTED TO INCORPORATE THE FOLLOWING:

2-6.6 Database of Residents in Need of Special Assistance.

The Township Clerk shall maintain a list containing the names and addresses of residents who identify themselves as being in need of special assistance in the event of an emergency, and who request that this information be maintained on their behalf, for public safety purposes. The list shall be cross-indexed by name and address of each resident requesting to be on the list, and shall identify the special circumstances of each individual. The clerk shall provide the list solely and strictly for the purposes of emergency response to the West Orange Police Department, to the West Orange Fire Department, and to each first aid or rescue squad serving the Township, and shall ensure that they are provided with updates at least monthly.

A notice to Township residents advising them that such a list is being maintained by the Township Clerk for public safety purposes shall be included annually with the tax bills mailed to local property taxpayers. The notice shall include information as to how a municipal resident may add his or her name and address to the municipal list.

The Township Clerk shall notify each landlord who has filed a certificate of registration with the Township of the existence of the list, and shall provide the landlord with a copy of a notice to be provided to the landlord's tenants, including information as to how a tenant may be added to the list.

III. CHAPTER 2, SECTION 6.7 SHALL BE AND HEREBY IS AMENDED AND SUPPLEMENTED TO INCORPORATE THE FOLLOWING:

2-6.7 Deputy Township Clerk.

The Township Council shall appoint for a term of two (2) years, a Deputy Township Clerk. The duties of this office shall be to assist the Township Clerk in all duties and functions delegated to the Clerk by law, ordinance, or the Township Council. The Deputy Clerk shall serve in the absence of the Township Clerk with all the duties, obligations, powers and privileges of the Clerk. The Deputy Clerk shall also perform such other duties as may be directed by the Council

IV. CHAPTER 15, SECTION 2.9 SHALL BE AND HEREBY IS AMENDED AND SUPPLEMENTED TO ADD THE FOLLOWING:

15-2.9 Notice of Database for Residents in Need of Special Assistance.

Within 30 days following notification by the municipal clerk of the establishment of a confidential database of residents who identify themselves as being in need of special assistance in the event of an emergency, and thereafter, at the time of creation of a tenancy, a landlord shall advise each tenant that the clerk of the municipality maintains a list containing the names and addresses of municipal residents who identify themselves as being in need of special assistance in the event of an emergency, and who request that this information be maintained on their behalf, for public safety purposes. The landlord shall provide each tenant with a copy of the notice from the municipal clerk including information as to how a tenant may be added to the list.

V. REPEAL OF CONFLICTING ORDINANCES

Any Ordinances of the Township which are in conflict with this Ordinance are hereby repealed to the extent of such conflict.

VI. SEVERABILITY

If any part of this Ordinance shall be deemed invalid, such parts shall be severed and the invalidity thereof shall not affect the remaining parts of this Ordinance.

VII. EFFECTIVE DATE

This Ordinance shall take effect upon final passage and publication in accordance with the law.

ROBERT D. PARISI, MAYOR

**JERRY GUARINO
COUNCIL PRESIDENT**

KAREN J. CARNEVALE, R.M.C., MUNICIPAL CLERK

INTRODUCED: November 26, 2019

ADOPTED: December 17, 2019

Legislative History

The purpose of this ordinance is to authorize the Township of West Orange Clerk to maintain a confidential database of residents who identify themselves as being in need of special assistance in the event of an emergency consistent with a bill adopted by the New Jersey State Legislature on or about January 8, 2018. This confidential database of residents shall be confidential and exempt from disclosure under the Open Public Records Act and only provided to the West Orange Police Department and the West Orange Fire Department for use and reference in the case of emergencies.