

# **BOROUGH OF BUTLER**

## **PRESS RELEASE MARCH 16, 2020**

Out of the abundance of caution and to help curtail the possibility of community spread of Novel Coronavirus (COVID-19), the Borough of Butler will be implementing the following procedures effective Tuesday, March 17, 2020.

### **MUNICIPAL OFFICES & FACILITIES MUNICIPAL OFFICES**

- Physical public access to all municipal offices (including Town Hall, and the Public Works Office) will be suspended through at least Sunday, March 30.
- The Police Lobby will be open to the public. No loitering shall occur in or around this lobby.
- All offices are open and Municipal Staff will be available during this time to answer questions and concerns from the public via telephone and email, however no in office visitation will be permitted for the duration.
- All residents and property owners are encouraged to utilize our online payment options for taxes and utility payments and online registration platform for Recreation.
- Emergent matters of the Police Records window (such as handicapped parking permits) will be handled at the Police Department Dispatch window. Routine report requests can be requested via phone at (973) 838-4100 and they will be emailed or faxed to you.

### **BUILDING DEPARTMENT & FIRE PREVENTION BUREAU**

- Permit application drop off and pick up will be available by appointment only.
- Please call (973) 838-7995 for more information.
- Telephone screening for symptoms of COVID-19 prior to all appointments and inspections will be occurring.
- The Borough will be erring on the side of caution and the inspectors will be using discretion when entering dwellings and interacting with individuals. Only essential contractors, homeowners, or authorized representatives necessary for the completion of any inspection shall be on site during such inspection in an effort to limit unnecessary contact.
- All non-essential inspections by the Fire Prevention Bureau are suspended through March 30.
- Residential Smoke, Carbon Monoxide, and Fire Extinguisher inspections for resale and rental of residential dwellings for Closings scheduled on or after April 2 will not be scheduled until at least March 30. Any Residential Smoke, Carbon Monoxide, and Fire Extinguisher inspections for resale and rental of residential dwellings for Closings scheduled before April 2 will occur, however; only one realtor, homeowner, or authorized representative shall be on site during such inspection in an effort to limit unnecessary contact.

## **DEPARTMENT OF PUBLIC WORKS – WATER DEPARTMENT**

- Non-emergent water meter replacements are suspended through March 30.
- Final readings of water meters will be scheduled by appointment only, however; only essential property owners or authorized representatives necessary for the completion of any inspection shall be on site during such inspection in an effort to limit unnecessary contact.

## **BUTLER PUBLIC LIBRARY**

- The Library is closed to the public and all programs have been cancelled until further notice. Please visit <https://www.butlerlibrary.org/> for more details on services still being offered or call the library at 973-838-3262.

## **PUBLIC MEETINGS**

- Council meetings will be held as scheduled.
- All Boards and Commission meetings are cancelled until further notice.

## **GARBAGE & RECYCLING, LEAF AND BULK**

- Curbside garbage, recycling, vegetative waste (leaf), and bulk pickups will operate on a normal schedule.

All information provided is subject to change as this pandemic evolves. Residents are advised to monitor the Borough's website for updates. While we realize that changing normal routines, cancelling events and not seeing friends can be disruptive and upsetting, we are taking CDC recommendations very seriously and urge you to do the same.

The Borough understands the public's concerns about COVID-19 and the Health Department is working closely with the NJDOH and the CDC to monitor and respond to the situation.

### **The Health Department reminds the public to practice proper hygiene:**

1. Wash your hands with soap and water for 20 seconds, especially after you cough or sneeze
2. Avoid touching your eyes, nose, and mouth
3. Cover your nose and mouth when you cough or sneeze, and remember to throw the tissue into the trash
4. Avoid close contact with sick people
5. Stay home if you are sick

The CDC has identified older adults and people who have severe chronic medical conditions like heart, lung, or kidney disease are at higher risk for more serious COVID-19 illness. According to the CDC, early data suggest older people are twice as likely to have serious COVID-19 illness.

That is why the CDC recommends that people at higher risk follow the measures cited below:

- Stay at home as much as possible
- Take advantage of many delivery options in our community

Take everyday precautions to keep space between yourself and others.

- When you go out in public, keep away from others who are sick, limit close contact, and wash your hands often.
- Avoid crowds as much as possible.
- Avoid cruise travel and non-essential air travel.
- We are committed to staying connected to our older residents during this health emergency and have taken the steps to make regular calls to our most vulnerable seniors at home. We will also stay in contact with regular updates via phone or email.

Symptoms to monitor include fever, cough, and shortness of breath. If you experience any symptoms, please contact your medical care provider.

We strongly urge all residents to take all necessary precautions to prevent the community spread of COVID-19. We cannot over emphasize the importance of limiting social contact while the Borough and the School District restrictions are in place. Taking the necessary precautions and remaining mindful of restricting person-to-person contact should be foremost in our day-to-day lives for the time being.