TOWN OF MONROE,
STATE OF INDIANA

ORDINANCE No.: 2024- 12

SHORT TITLE: AN ORDINANCE TO RESCIND ORDINANCE NO. 2023-2
AND CREATING THE REQUIREMENT FOR AL NEW COMMERCIAL
AND INDUSTRIAL BUILDINGS CONSTRUCTED WITHIN THE
JURISDICTIONAL LIMITS OF THE TOWN OF MONROE TO
PARTICIPATE IN THE MONROE VOLUNTEER FIRE
DEPARTMENT'S KNOX BOX PROGRAM

WHEREAS, Indiana Code § 36-1-3, *et seq.*, confers upon units of government within the State of Indiana such powers as necessary or desirable to conduct the affairs of local government;

WHEREAS, The Town of Monroe is a municipality within the State of Indiana and Indiana Code § 36-5-2-2 provides that the Town Board for the Town of Monroe (hereinafter referred to as the "Town Board") is the legislative body for the Town of Monroe;

WHEREAS, Indiana Code § 36-5-2-9 provides that a legislative body may adopt ordinances and resolutions for the performance of the functions of the town;

WHEREAS, the Monroe Volunteer Fire Department provides residents and property owners with fire protection services and similar emergency services within the Town of Monroe's jurisdictional limits;

WHEREAS, the Monroe Volunteer Fire Department has commended offering the installation of Knox Boxes (a safe that contains a key to the subject structure, to which the Monroe Volunteer Fire Department has access) on commercial and industrial properties to assist with entry in the event of fire or other emergency at or within those properties;

WHEREAS, the purpose of the Knox Boxes are to allow the Monroe Volunteer Fire Department entry into commercial, industrial, or residential buildings in the event of fire or other emergency instead of waiting for the owner or owner's designee to appear and unlock the property for entry.

WHEREAS, the Town Board is in agreement that participation in the Monroe Volunteer Fire Department's Knox Box program promotes the health and safety of the Town of Monroe and its residents;

WHEREAS, the Town Board takes the position that all new construction of commercial and industrial buildings should be required to participate in the Monroe Volunteer Fire Department's Knox Box program and pay an annual fee and provide exterior space for the Monroe Volunteer Fire Department to install a Knox Box upon the premises;

WHEREAS, the Town Board takes the position that any existing commercial, industrial, or residential property located within the Town of Monroe may participate in the Monroe Volunteer Fire Department's Knox Box programs on a voluntary basis;

NOW THEREFORE, BE IT ORDAINED BY THE TOWN BOARD OF THE TOWN OF MONROE, INDIANA, AS FOLLOWS:

Section 1. Definitions. The following definitions are applicable to this Ordinance and are not of universal meaning within the context of other Ordinances, unless specific reference to said term and definition is referenced therein.

A. "Annual Fee" means the yearly fee charged by Knox Box for the cost of administering and managing all Knox Boxes within commercial, industrial, or residential properties located within the jurisdictional limits of the Town of Monroe. Those fees shall be paid directly to Knox Box, and the Monroe Volunteer Fire Department shall not administer any collection of those fees.

B. "Initial Fee" shall mean the fee charged by the Monroe Volunteer Fire Department to cover the cost of the Knox Box and the installation fee of the Knox Box upon the Participant's property.

C. "Knox Box" means a safe or similarly secured cabinet that will be provided by the Monroe Volunteer Fire Department to be place upon the exterior of a commercial, industrial, or residential property, or adjacent thereto, in which a key to the premises is stored, allowing the Monroe Volunteer Fire Department access to the premises in the event of a fire or other emergency.

D. "Participants" shall mean the owners or lessees for all commercial and industrial construction within the jurisdictional limits of the Town of Monroe that commences after the date of this Ordinance is adopted by the Town Board; and, any existing commercial, industrial, or residential property owners that elect to participate in the Knox Box programs voluntarily.

E. "Requirements" shall mean (i) payment of the Initial Fee; (ii) payment of the Annual Fee; (iii) a designated location on the exterior of the property or location adjacent to the structure where the Monroe Volunteer Fire Department can install a Knox Box; and (iv) the provision of a key to the Monroe Volunteer Fire Department to the locks on the Participant's property that will be placed in the Knox Box.

Section 2. Knox Box Annual Fee. Knox Box shall establish the Annual Fee for providing the Knox Box and maintaining the Knox Box upon the properties owned by or leased by the Participants.

Section 3. Installation of Knox Box. The Monroe Volunteer Fire Department will be responsible for installing the Knox Box on or at all properties owned or leased by all Participants.

Section 4. Maintenance. Any Knox Box shall be maintained by the Participant and Knox Box. Maintenance will include verifying the key is in the Knox Box, and that the Knox Box is in operable condition.

Section 5. Participants' Obligations. The Participants shall have the following duties: (i) to provide a key to their property to the Monroe Volunteer Fire Department to be placed in the Knox Box; (ii) to pay the Annual Fee; (iii) to notify the Monroe Volunteer Fire Department when there has been a lock change to their respective properties that would make the key located in the Knox Box ineffective for entry into their property; and (iv) to report to Knox Box any visible damage to the Knox Box on the respective property, either from accident, wear, vandalism, or other such damage.

Section. 6. Knox Box Contact Information and/or Directions. The boxes and supplies will be purchased from "Knoxbox.com". Any buyer should click the "Buy" box and search for Monroe Vol Fire Dept. After choosing the product that they wish to purchase, a message will be sent to the fire department administrators that are listed on the account. The administrators will then approve the purchase and verify that this business or residence is located within the relevant territory. The purchased items will then be sent to the buyer for installation.

Section 7. Effective Date. This Ordinance shall be effective upon the date of its adoption by the Town Board.

[signatures on page 4 of 4]

Duly adopted by the Town Board of the Town of Monroe, Adams County, Indiana at its regular meeting on this __7__ day of __November__, 2024, with the following vote of __3__ Yes and __0__ Nays.

Town Board for the Town of Monroe,
County of Adams, State of Indiana

David Bard
David Bard, Town Board Member

Josh Geerken
Josh Geerken, Town Board Member

Mike Geels
Mike Geels, Town Board President

ATTEST:

Rachel Tague
Rachel Tague, Monroe Clerk-Treasurer