

6

Masser, Michelle

From: Lashway, Lisa
Sent: Wednesday, January 11, 2012 3:38 PM
To: Masser, Michelle; Canning, Sean; Perkins, Ray
Subject: FW: GovConnect Update: January 11, 2012

Lisa Lashway
Township Clerk
Township of Mount Olive
P.O. Box 450
Budd Lake, NJ 07828
973-691-0900 Ext. 7290

-----Original Message-----

From: egg@dca.state.nj.us [mailto:egg@dca.state.nj.us]
Sent: Wednesday, January 11, 2012 3:37 PM
To: Lashway, Lisa
Subject: GovConnect Update: January 11, 2012

Dear GovConnect Colleague:

Stay "connected" to recent developments in New Jersey state government and login into GovConnect at <http://Portal.NJ.Gov> where you can now check our Continuing Education Course Calendar online at: www.nj.gov/dca/lgs/certunit/certmenu.shtml.

New Items:

1. 2012 Mayor Contact Information: Municipal Clerks are reminded that the Mayor information provided through your MCL is critical for use by many State agencies, including DCA and the SAGE grant system (System for Administering Grants Electronically). EVEN IF YOUR MAYOR INFORMATION DID NOT CHANGE from 2011, you must still CONFIRM THE INFORMATION LISTED IN YOUR MCL for 2012. A tutorial is available in the Clerk document library. If you need assistance with your GovConnect login or updating the MCL form, please e-mail the GovConnect Helpdesk at EGG@dca.state.nj.us. Thank you for your immediate attention.
2. CY 2012 Budget Matters: Local Finance Notice 2011-37 (www.nj.gov/dca/lgs/lfns/11lfns/2011-37.doc) reviews a wide range of issues pertaining to the CY 2012 budget cycle, including limited extended budget introduction and adoption deadlines, an addition to the budget message concerning structural budget imbalances, and other details concerning the budget process.

Please review this carefully and share it with other local officials. All CY 2012 municipalities and counties are urged to start their budget planning now to ensure adoption at the earliest possible time.

3. LFN 2011-38 "Limits on Bid Acceptance Dates": Local Finance Notice 2011-38 (www.nj.gov/dca/lgs/lfns/11lfns/2011-38.doc) provides local procurement officials a list of all 2012 Federal and State holidays for ensuring local compliance when bids cannot be accepted. The law places limits on when contracting units can accept bids for local unit and public school contracts.

4. CY 2012 Transitional Aid Program Application Notice: Local Finance Notice 2011-39 (www.nj.gov/dca/lgs/lfns/11lfns/2011-39.doc) establishes the Transitional Aid application process for Calendar Year municipalities in anticipation of funding in the 2013 budget. While applications are due at the end of February, this Notice is being released now to give local officials sufficient time to carefully review the Notice and prepare applications. A link to the application form is available online at www.nj.gov/dca/lgs/muniaid/aidmenu.shtml.

5. Local Finance Notice 2011-35 (www.nj.gov/dca/lgs/lfns/11lfns/2011-35.doc) addresses concerns and issues raised by the recent enactment of P.L. 2011, c.139 regarding the use of national purchasing cooperatives by contracting units and boards of education under the Local Public Contracts Law and the Public School Contracts Law, as well as other New Jersey government agencies. The Notice provides immediate guidance pending further review of the law and subsequent guidance.

6. Local Finance Notices 2011-20R (www.nj.gov/dca/lgs/lfns/11lfns/2011-20r.doc) and 2011-34 (www.nj.gov/dca/lgs/lfns/11lfns/2011-34.doc) both contain important information concerning implementation of c.78 Health Benefit Reform matters. 2011-20R replaces the original guidance issued as 2011-20. Notice 2011-34 summarizes the substantive changes to the Notice and officials responsible for health benefit administration should re-read 2011-20R to ensure full understanding of the changes. Questions can be emailed to dlgs@dca.state.nj.us.

7. Effective November 28, 2011 all CY 2011 and FY 2012 municipal and county resolutions for the insertion of State and Federal Grants, that include matching funds as required, are considered approved upon submission to the Division. This affects c.159 resolutions that were previously filed and not acknowledged as approved and those to be filed through the end of the respective fiscal years. This does not eliminate the requirement to file the required Certification Form for State and Federal Grants with the Division. Submission and division approval of c.159 resolutions from other sources of revenue and Change of Title or Text resolutions continues to be required. The Annual Financial Statement will include a certification by the Chief Financial Officer that the appropriate grant award letters have been received and are on file with the local unit. CY 2011/SFY 2012 c. 159 reports posted on the Division's website will include only those items of approval from other sources of revenue and Change of Title or Text resolutions. Questions concerning this notice can be emailed to dlgs@dca.state.nj.us.

8. The Division of Local Government Services is assisting the City of Union City (pop. 66,000, \$100 million annual budget) to recruit a Chief Financial Officer. The position is responsible for the financial activities of the municipality. Candidates must have graduated from a four-year course of study from an accredited higher education institution with a degree in accounting, business administration, or equivalent. Financial management and supervisory experience preferred. Must be currently licensed as an NJ Certified Municipal Finance Officer. Send letter of interest (include minimum salary) and resume to Transitional Aid Program, NJ Division of Local Government Services, PO Box 803, Trenton, NJ, 08625 or by email to dlgs@dca.state.nj.us. Mark any correspondence "Union City CFO Recruitment."

9. Local Finance Notice 2011-33 (www.nj.gov/dca/lgs/lfns/11lfns/2011-33.doc) "Calendar Year 2012 Municipal and County Budget Cap Information." This Notice provides information on 1977 Appropriation Cap COLA rate (3.5%) and information on the SHBP increase for calculating the group health appropriation exclusion for the 1977 and 2010 caps. Information on treatment for emergency appropriations from the "Pre-Halloween Snowstorm" is also included.

10. The Department of Community Affairs recently announced that the Low Income Home Energy Assistance Program (LIHEAP) is now accepting applications for the upcoming heating season which runs from November 1, 2011 to April 30, 2012. The DCA administers this federal program which provides low-income households with money to help pay their heating bills. Information about the program is available online at www.state.nj.us/dca/divisions/dhcr/offices/hea.html or call 1-800-510-3102.

11. On October 5, 2011, Governor Christie announced that the Division of Pensions and benefits has release revised Police and Fire Retirement System bills for FY 2012 (due April 2012). In the aggregate, PFRS billing dropped by over \$200,000,000 for local units due to pension reforms. Links to documents showing revised billings for employers is available at: www.state.nj.us/treasury/pensions/2012-employer-billing.shtml and a summary document showing changes is available at: www.state.nj.us/treasury/pensions/epbam/exhibits/pdf/2012-pfrs-comparison-revised-78.pdf

12. The DEP Bulletin contains a list of construction permit applications recently filed or acted upon by the New Jersey Department of Environmental Protection. The latest issue was released January 11, 2012. This issue can be viewed online at: www.nj.gov/dep/bulletin/bu2012_0111.pdf.

13. The New Jersey Housing Mortgage Finance Agency has announced the "New Jersey HomeKeeper Program" funded thru a grant from United States Treasury's Hardest Hit Fund. The program offers financial help to homeowners who are in danger of losing their home as a direct result of unemployment or underemployment. It provides assistance in the form of a second mortgage loan whereby the proceeds may be used to cover arrearages and/or an approved amount of the homeowner's monthly mortgage payment, including property taxes, property insurance, and mortgage insurance. Program details are available online at www.njhomekeeper.gov or the toll-free HomeKeeper call center at (855)-NJ-KEEP-1.

Conferences / Training:

1. 14th Annual NJEPA Conference: The NJ Emergency Preparedness Association is pleased to announce that their 14th Annual Conference will be held on April 30 - May 4, 2012 at the Tropicana Casino Resort in Atlantic City. Details are available online at www.njepa.org. For questions, please call the NJEPA at 609-548-8357 or info@njepa.org.

2. Occupational health and safety achievements will be recognized and celebrated by the 84th Annual Governor's Occupational Safety and Health Awards Program. The program is sponsored by the NJ State Industrial Safety Committee in partnership with the NJ State Safety Council and the NJ Department of Labor and Workforce Development. Again this year, the Committee has agreed to sponsor the \$50 registration fee for any public employer who wishes to participate. Event dates and information are available at http://lwd.dol.state.nj.us/labor/forms_pdfs/lse/OSH-201.pdf or contact Theresa Kramarz at (609) 984- 4738 (email: tkramarz@dol.state.nj.us).

Reminders:

1. The New Jersey State Library has created a web site that assists New Jersey residents and businesses to help them through tough economic times. The site has a wide range of useful links that may be of assistance to local officials that are trying to assist their residents address their concerns. Local officials <http://gethelp.njlibraries.org/> has links and references in the following areas:

- New Jersey Work Tools
- New Jersey Financial Tools
- New Jersey Housing Tools
- New Jersey Health Tools
- New Jersey Parental Tools
- Tools for Seniors

2. The following information concerns actions local officials can take to help homeowners that are facing foreclosure or other housing related problems facing residents:

- Foreclosure Fast Facts: A 2-page listing of assistance, numbers to call, and general assistance, including counseling agencies experienced in foreclosure: http://www.nj.gov/dca/hmfa/foreclosureprevention_resources.pdf

- The Mayor's Combat Kit: Materials and sources of information on buying a home, mortgage assistance and foreclosure, designed especially for Mayors: <http://www.state.nj.us/dobi/njhope/mayorkit.html>

- The NJ HOPE (Home Ownership Preservation Effort) website provides information about resources that are available for homeowners who are delinquent in their mortgage payments, need counseling or have questions:
<http://www.state.nj.us/dobi/njhope/>

THIS E-MAIL HAS BEEN SENT TO THE FOLLOWING OFFICIALS: MUNICIPAL CLERK, Chief Financial Officer, Tax Collector / County Freeholder Board Clerk, Chief Financial Officer / Authority Officials / Fire District Officials / Procurement Officials

IF YOUR EMAIL ADDRESS CHANGES: Login to the GovConnect homepage, click the Profile link and update your address to ensure receipt of future email broadcasts. Assistance is available by email to EGG@dca.state.nj.us or call 609-943-4724.