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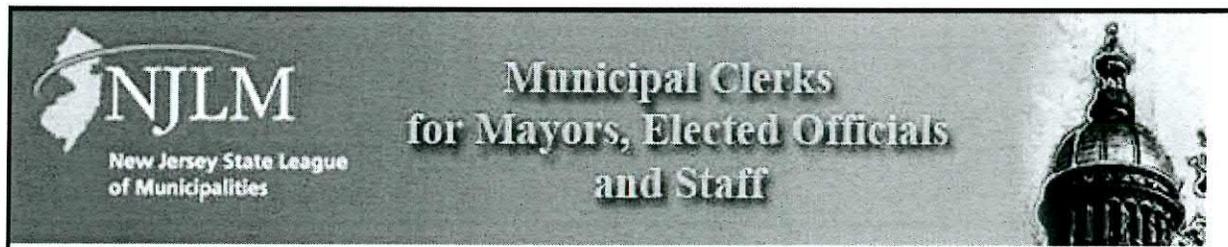
Masser, Michelle

From: Lashway, Lisa
Sent: Monday, January 23, 2012 2:18 PM
To: Canning, Sean; Maniscalco, Sherry; Masser, Michelle; Murphy, Kathy; Perkins, Ray
Subject: FW: I. New Content on DLGS Website II. Grant Listserve for League Members III. Upcoming League Seminar

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

From: NJLM to Municipal Officials [mailto:njlm-clerks@cityconnections.com]
Sent: Monday, January 23, 2012 2:08 PM
To: Lashway, Lisa
Subject: I. New Content on DLGS Website II. Grant Listserve for League Members III. Upcoming League Seminar

To view an online version of this email, click [here](#).



NJLM
New Jersey State League
of Municipalities

**Municipal Clerks
for Mayors, Elected Officials
and Staff**

January 23, 2012

RE: I.New Content on DLGS Web Site

Dear Mayor:

The Division of Local Government Service's has posted the following new content on their website:

1. Long-time Division of Local Government Services Deputy Director Marc Pfeiffer has decided it is time to retire and will be leaving State service at the end of March. After 25 years of Marc's service (13 years as Deputy Director) to the Division and New Jersey local and state government, the Division must now recruit a qualified individual to support the Division's management and policy activities. To that end DLGS Director Tom Neff is seeking applicants for the position of Deputy Director. A job description with requirements and qualifications is available on the Division website at (http://nj.gov/dca/lgs/job_postings/hr-0036-deputy-division-director-lgs.pdf). If you are qualified and interested, or know of another qualified individual to fill this critical position, please be sure a cover letter and resume are filed with us not later than February 3, 2012.
2. Applications for the Per Capita State Aid (PCSA) grant program for library aid are due **by March 15, 2012**. The program cover letter, instructions and application are available at http://ldb.njstatelib.org/State_Aid. If you have any questions regarding the application, please contact Bob Keith at rkeith@njstatelib.org.
3. The DCA Office of Regulatory Affairs has sent a courtesy reminder to Calendar Year CFO's that NJ Uniform Construction Code Regulations - NJAC 5:23-4.17 (b) requires municipalities to file a report that accurately portrays the receipts and expenses of the local enforcing agency for code enforcement purposes. The UCC Annual Report fulfills this requirement, and serves as a basis of changes (if any) in the UCC fee ordinance and staffing needs for the next year. The form is available online at http://fs2.formsite.com/njdca/uccrpt/form_login.html and must be submitted no later than February 10, 2012. For questions or assistance, please e-mail the Office of Regulatory Affairs at ora@dca.state.nj.us.
4. Local Finance Notice 2012-1 (www.nj.gov/dca/lgs/lfns/12lfns/2012-1.pdf) provides an update regarding the annual cost of living increase for

municipalities and fire districts that have Length of Service Award Plans (LOSAP) and provide a COLA increase each year. The Notice describes the separate increase calculations for both municipal and fire district LOSAP plans that provide for COLA increases.

5. 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. Please see our two December 15 Dear Mayor letters for more information.

6. 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. Please see our January 4 Dear Mayor letter for more information.

7. 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. Please see our November 4 Dear Mayor letter for more information.

8. 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.

9. 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.

10. 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.

Very truly yours,

William G. Dressel, Jr.
Executive Director

Please forward to Mayors and the person responsible for Grants in your Municipality

Re: II. Grant Listserve for League Members

Dear Municipal Clerks:

In our continuing effort to keep our membership updated and informed on the news and current events of New Jersey, in partnership with GrantStation, we offer an e-mail service that delivers updates on grant industry news, information on upcoming conferences, funding opportunities and federal deadlines. Please share this information with the person responsible for grants in your

municipality so that they may take advantage of this e-mail service.

The email addresses provided to this service are strictly confidential, and will not be used for any reason other than to receive the above mentioned grant emails. The newsletters provided by this service do not include any paid advertising, banners or pop-ups.

This service is completely free-of-charge to our members. You may choose to unsubscribe at any time, and doing so will not affect your subscription status for other NJLM e-mail alerts.

Visit www.njslom.org/grant_station_subscription_form.html to subscribe. Or visit www.njslom.org/grants.html to view our *Grant Resource Center* online and the other grants services that we offer.

Very Truly Yours,

William G. Dressel, Jr.
Executive Director

Re: III. LEAGUE PROFESSIONAL DEVELOPMENT PROGRAM

“Collection of Municipal Court Fees”

February 17, 2012

9:00a.m. – 12:30pm

National Conference Center

399 Monmouth Street

East Windsor, NJ 08520

This seminar will cover the collection procedures for Municipal Court Fees. Topics to be discussed are:

- The RFP process for hiring a debt collector, including the questions to ask and the requirements for services provided
- Review the realistic goals and expectations for best collection performance
- Best Practices

- Case studies in successful debt collection programs

Schedule:

8:30a.m. – 9:00a.m. Sign-in, coffee & networking

9:00a.m. – 10:15a.m. –RFP Process, Goals and Expectations, Best Practices

10:15a.m-10:30a.m- Morning Break

10:30a.m.-12:30p.m. - Case Studies in Municipal Fee Collection

Presenters:

- Chief R.J. Richardella (Ret), Public Safety Management Improvement Specialist

- Richard Templin, President, Penn Credit Corporation

- Debra Jenkins, Assistant Director, Municipal Government Services Division,
Administrative Office of the Courts

REGISTRATION FEE: Member Rate: \$55.00* **Non-Member:** \$75.00

*Member rate applies to: Municipalities, State, County, and Municipal Utilities & Authorities.

To register:

-Visit www.njslom.org and click on *Services*

-Select *Calendar of Events*, Go to the date you are attending

-Download registration form, complete and fax it with your voucher to (609) 695-0151

Questions about registering – contact Suzanne Delany SDelany@njslom.com or 609-695-3481 ext. 111

CEU's –CLE 4.0 BAN (Bankruptcy/Debtor/Creditor)

THIS PROGRAM HAS BEEN APPROVED BY THE BOARD ON CONTINUING LEGAL

EDUCATION OF THE SUPREME COURT OF NEW JERSEY FOR 4.0 HOURS OF TOTAL
CLE CREDIT. OF THESE 4 QUALIFY AS HOURS OF CREDIT FOR PROFESSIONALISM.

*If you would like to be removed from receiving faxed advisories please contact
Shirley Cade at scade@njslom.com or 609-695-3481 ext. 114 with the name of
your municipality and fax number. Thank you.

New Jersey League of Municipalities
222 West State Street, Trenton, NJ 08608
609-695-3481

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