

Susan Gouveia

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From: Lashway, Lisa
Sent: Friday, November 22, 2013 11:31 AM
To: Canning, Sean
Cc: Susan Gouveia
Subject: FW: GovConnect Update: November 19, 2013

Correspondence -

Michelle Masser
Deputy Clerk

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PO Box 450
Budd Lake, NJ 07828

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

From: egg@dca.state.nj.us [mailto:egg@dca.state.nj.us]
Sent: Tuesday, November 19, 2013 9:24 AM
To: Lashway, Lisa
Subject: GovConnect Update: November 19, 2013

Dear Municipal Clerk:

Stay "connected" to recent developments in New Jersey state government and login into GovConnect at <http://Portal.NJ.Gov> where you can also check our Continuing Education Course Calendar online at: www.nj.gov/dca/divisions/dlgs/programs/certification.html. The following news items are a summary of recent EGG notices issued by the Division of Local Government Services and a schedule of upcoming professional conferences.

1. Integrity Oversight Monitor Act

On May 30, 2013 all local governments and state authorities were informed of their responsibilities under PL 2013, CH 37 (Integrity Oversight Monitor Act - "the Act"). The purpose of this correspondence is to update and remind you about your responsibilities under the act. Specifically, governmental entities are required to notify the State Treasurer of any Superstorm Sandy recovery and rebuilding contract involving consideration of \$5M or more. Further, the Act gives the Treasurer discretion on contracts below the \$5M threshold and the department has reduced the notification requirement to contracts in excess of \$2M. To comply with the Act, if your local government unit intends to enter into or already has entered into any recovery or rebuilding contract in excess of \$2M, you are required to complete a Sandy Recovery and

Rebuilding Contract Notification Form <http://www.state.nj.us/treasury/pdf/HurricaneSandy/ContractNotification.pdf> as soon as possible and are encouraged to review the materials on the website: <http://www.state.nj.us/treasury/news-sandy.shtml>. Additionally, Department of the Treasury and EY representatives may have already visited or been in contact with your government entity to gather information related to your contracts. Please understand that if there are any changes to the current or anticipated contract amounts due to scope change, an unexpected event, etc. that result in contracts exceeding \$2m please ensure you complete the Sandy Recovery and Rebuilding Contract Notification Form and submit it to the Department of the Treasury or notify the Department for clarification on your responsibilities under the Act as soon as possible.

2. Financial Disclosure Statement Rosters

A list of municipalities and counties that have NOT submitted financial disclosure statement rosters has been posted in the Municipal Clerk and County Freeholder Board Clerk document libraries. If your municipality or county is identified on this list it is imperative that you finalize your roster and submit same immediately to the Local Finance Board. The Board must receive your roster by the close of business on Friday, November 22, 2013. For important information concerning the procedure for filing rosters please review Local Finance Notice 2013-16 at: www.state.nj.us/dca/divisions/dlgs/lfns/13/2013-16.pdf.

3. NJAC 5:35 Proposed Readoption

The Local Finance Board has proposed the readoption of N.J.A.C. 5:35, the chapter dealing with rules implementing the Local Government Ethics Law. The full chapter readoption proposal can be viewed online at [www.nj.gov/dca/divisions/dlgs/resources/rules_docs/PRN%202013-149%20\(45%20NJR%202295\(a\)\).pdf](http://www.nj.gov/dca/divisions/dlgs/resources/rules_docs/PRN%202013-149%20(45%20NJR%202295(a)).pdf) under the "Proposed Rules" section of the Division's webpage. Comments on the readoption of N.J.A.C. 5:35 must be submitted by December 20, 2013 to: Patricia Parkin McNamara, Executive Secretary - Local Finance Board - New Jersey Department of Community Affairs - P.O. Box 803 - Trenton, New Jersey 08625-0803. Comments may also be emailed to dlgs@dca.state.nj.us with the subject line "N.J.A.C. 5:35 Proposed Readoption".

4. CY2014 Fire District Budgets - New Local Finance Notice

Fire District budget documents are now available for downloading on the Division of Local Government Services' web site at www.nj.gov/dca/divisions/dlgs/programs/au_budgets.html#3. Users can view and download the following items: Budget Excel Workbook (including Supplemental Schedules and Levy Cap Workbook), Budget Package (including certifications, resolutions and transmittal checklist) and Budget Calendar. Please also review Local Finance Notice 2013-21 at www.nj.gov/dca/divisions/dlgs/lfns/13/2013-21.pdf for further information.

5. 2014 Authority Budget Submission - New Local Finance Notice

Authority budget documents (Housing and Other) are now available for downloading on the Division of Local Government Services' web site at www.nj.gov/dca/divisions/dlgs/programs/au_budgets.html. Users can view and download the following items: Budget Excel Workbook (including Supplemental Schedules and Levy Cap Workbook) and Budget Package (including certifications, resolutions and transmittal checklist). Please also review Local Finance Notice 2013-22 at www.nj.gov/dca/divisions/dlgs/lfns/13/2013-22.pdf, for further information concerning submission of authority budgets.

6. Vacancy Provision Questionnaire

Several of the Professional Certification programs administered by the Division of Local Government Services (DLGS) have statutory vacancy provisions which allow a municipality, county, or other applicable local contracting unit, to appoint a non-certified person to a temporary position. Although none of these statutes require that local officials seek permission of the Director of the DLGS for the first year temporary appointment, all of them require Director approval prior to a second and sometimes third year appointment. Local officials are to submit a letter to the Director requesting such approval and are now required that the person being appointed for the second or third year term complete a questionnaire that can be downloaded at the following link:

www.nj.gov/dca/divisions/dlgs/programs/certification_docs/vacancy_appointment_questionnaire.doc. Please be advised that the questionnaire must be completed and submitted with the letter from the municipality, county, etc., for the Director's review. No approvals for temporary positions will be granted without provision of these (2) documents. For questions, please contact the Division's Certification Unit by email to Daniel.Kaminski@dca.state.nj.us or call (609) 292-9757.

CONFERENCES

1. New Jersey State League of Municipalities Conference

The 98th Annual New Jersey State League of Municipalities Conference will be held in Atlantic City from November 19-21. As part of the conference, there are many seminars and educational opportunities that your elected and professional staff will find extremely helpful in the efforts to control costs and remain in compliance with various laws and regulations. Delegates have the opportunity to learn and ask questions at more than 100 panels, clinics, workshops, and other sessions conducted by the League and the 20 associations of technical and professional employees allied with it. Educational sessions include, but are not limited to: Sandy Recovery, the Affordable Health Care Act, Ethical Standards, Effective Risk Management, Water Infrastructure Asset Management, OPRA. To find out more information on the League Conference including registration rates, CEU's, and a complete list of educational sessions, visit www.njslom.org/98conf

2. Understanding the Affordable Healthcare Act

The New Jersey State League of Municipalities is offering a seminar on the topic "Understanding the Affordable Healthcare Act" on Monday, December 9, 2013 from 9:00 a.m. to 12:30 p.m. at the Conference Center at Mercer in West Windsor, NJ. Healthcare Reform, also known as the Patient Protection and Affordable Care Act ("the PPACA") is among the broadest sweeping laws ever passed in our nation's history, impacting every aspect of the United States health care delivery system. This seminar will be an interactive session designed to provide administrators, financial professionals, policy makers and elected officials with a clear blue print of what is coming, what needs to be done and how to make it happen. The seminar agenda and registration form are available at www.njslom.org/seminar-documents/2013-Dec9-Healthcare.html. CEU's have been approved. For questions please contact Suzanne Delany by email SDelany@njslom.org or call (609) 695-3481 ext. 111.

3. NJAC Summit on the Affordable Care Act

The New Jersey Association of Counties (NJAC) is pleased to announce its year-end conference and "Summit on the Affordable Care Act" to be held on December 13, 2013 at the Trenton Country Club in Mercer County. Don't miss this unique opportunity

to hear State, federal, and healthcare industry experts discuss county governments' unique role under the ACA as both an employer and conveyor of essential human services programs. Please take a moment to review the program agenda at <http://www.njac.org/images/FileLib/Summit%20on%20ACA%202013%20Business%20Registration.pdf>, which contains important details about registration, limited table top exhibit displays, and event host opportunities. As a valued business associate, make sure to take advantage of this outstanding networking event to effectively showcase how your business will help county governments operate more efficiently and save valuable taxpayer dollars. For questions, please contact the NJAC at (609) 394-3467.

THIS NOTICE 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