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Transitional Aid Application for Calendar Year 2012
Division of Local Government Services
Department of Community Affairs

General Instructions: This application must be submitted in its entirety by **February 29, 2012** for funding consideration under this program. Information contained in the application is subject to independent verification by DLGS. Refer to Local Finance Notice 2011-39 when preparing this application for specific instructions and definitions, and review the Submission Checklist on Page 7.

Name of Municipality: Plumsted Township		County: Ocean
Contact Person: Ronald S. Dancer		Title: Administrator
Phone: [REDACTED]	Fax: 609-758-0123	E-mail: r.s.dancer@att.net

I. Aid History

List amount of Transitional or former Discretionary Aid (Extraordinary, Special Municipal, or Capital Cities) received for the last three years, if any:

CY 2011	CY 2010	CY 2009
\$0	\$0	\$0

II. Aid Request for Application Year: (All municipalities currently operating under a Transitional Aid MOU are advised that a decrease from prior year funding is likely.)

Amount of aid requested for the Application Year:	\$359,529.75
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If not seeking a decrease, a letter from the Mayor is required. See Local Finance Notice 2011-39

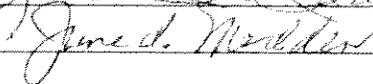
III. Submission Requirements

The following items must be submitted with, or prior to, submission of this application. Indicate date of submission of each.

Item	Date Submitted to DLGS
Prior Year Annual Financial Statement	2/10/2012 (Yr2011)
Previous Year Annual Audit	8/5/2011 (Yr2010)
Previous Year Audit Corrective Action Plan	8/5/2011 (Yr 2010)
Application Year Introduced Budget	With Application
Budget documentation submitted to governing body	With Application

IV. Application Certification

The undersigned herewith certify that they have reviewed this application and, to the best of their ability, find its contents to be true and that it accurately portrays the circumstances regarding the municipality's fiscal practices and need for financial assistance. By submitting the application, the municipality acknowledges that the law provides that the decision of the Director regarding aid awards is final and not subject to appeal.

Official	Signature	Date
Mayor/Chief Executive Officer		2/25/12
Business Administrator		2/25/12
Chief Financial Officer		2/25/12

V-A. Explanation of Need for Transitional Aid

Explain the circumstances that require the need for Transitional Aid in narrative form. Include factors that result in a constrained ability to raise sufficient revenues to meet budgetary requirements, and if such revenues were raised, how it would substantially jeopardize the fiscal integrity of the municipality.

Since 2008, the declining property values and successful tax appeals have resulted in a Township total ratable base loss in excess of \$35 million and more than \$535,000 in tax revenues.

The loss of \$535,000 in tax revenues from tax appeal judgments, negatively impacted the Township's surplus funds with payments made to the School, County and Fire District and no recovery of those funds.

To avoid a year-end cash deficit in 2011, the Local Finance Board approved Plumsted Township's request for a Tax Appeal Refunding Bond Note in the amount of \$218,000.

Surplus remaining and fund balance with the introduction of the 2012 municipal budget on February 25th, as shown on budget sheet 39, is: \$7,400.81.

To minimize tax appeals and maximize tax revenues, Plumsted Township has authorized a Re-assessment of all properties to be completed in 2012 and will be effective next year in 2013.

There is a constrained ability to raise sufficient revenues due to the relatively low ratable base with one (1) cent on the tax rate in Plumsted Township being the equivalent of \$105,525 and, coupled with the 2% tax cap levy, the maximum amount of taxes to be raised is approximately \$28,000 a year (excluding debt service and capital).

V-B. Alternate Eligibility

N/A		

Demonstration of Revenue Loss/Substantial Cost Increase

Complete Part 2 if eligibility was not met in Part 1. Show: (1) extraordinary revenue losses (exclusive of State CMPTRA/ETR aid reductions, but inclusive of other aid, including payments under various open space State payments in lieu of tax programs), but not as the aggregate of many revenue line items; and (2) or specific, extraordinary increases in appropriations. Describe the item on the cell below each entry. If applicable, indicate in the description of the extraordinary increase in expenditure if the increase was the result of a policy decision made by the municipality (i.e. a back-loaded debt service schedule, deferred payment, costs associated with additional hires, etc.)

Revenue or Appropriation	2011 Value	2012 Value	Amount of Loss/Increase
Description:			

V-C. Actions to Reduce Future Need for Aid

Detail the steps the municipality is taking to reduce the need for aid in the future. Include details about long-term cost cutting and enhanced revenue plans, impact of new development, potential for grants to offset costs, and estimated short and long-term annual savings. Use additional pages if necessary.

With more than 40 Shared Service Agreements and cost efficiency reductions, Plumsted Township has reduced the number of full-time (non-Police) employees from sixteen (16) to a present staff consisting of five (5) full-time employees.

Enhanced revenues from new development are very limited and unlikely with the success of the Township's farmland and open space preservation programs saving more than 3,000 acres from future development. Additionally, nearly 50% of the Township's land area is within the Fort Dix Military Reservation and 25% under Pinelands jurisdiction.

The Township's request for Transitional Aid is for one year only – 2012. The measures enacted to limit Aid to the year 2012 are:

- 1) Re-assessment in 2012 and effective in 2013
- 2) Debt service payment amortization schedule (attached) reduces the annual debt payments by three (3) cents on the tax rate in 2014, approximately \$300,000.
- 3) The tax rate in the 2012 budget increases two (2) cents to 15 cents and is projected to be at 17 cents for 2013.
- 4) One cent on the tax rate is \$105,525 and tax revenues are projected at:
 - 2012 - \$1.6 million at 15 cent tax rate
 - 2013 - \$1.8 million at 17 cent tax rate

V-D. Discussion of Health Benefits

If your municipality does not use the State Health Benefits Plan for health insurance, fill this section out in its entirety.

1. Identify the company that is the broker of record for health insurance and how long have they served as broker of record? The Township of Plumsted has been a member of the Central Jersey Health Insurance Fund since July 1, 1992. All the members of the fund are serviced by appointed fund professionals. Conner Strong & Buckelew serves as the Program Manager for the fund and provides brokerage/consulting services for the individual members who participate in these shared services.
2. How much in commissions or fees does the broker of record receive from: (a) the municipality; and (b) the insurance company providing health benefits. All fund professional services and fees are approved via an RFQ process by the Finance Committee and Executive Committee of the fund. These fees are contained in the overall fixed expenses of the fund. The 2012 budget will be provided upon request. The Program Manager does not receive additional fees or commissions from the Township.
3. As an attachment, have the broker list the provided coverage, and the categories and number of employees in each program. Create a side by side comparison with the State Health Benefits Plan and outline costs. Please see the attached spreadsheet.
4. Provide a clear and concise explanation as to why the State Health Benefits Plan is not being used and discuss the relative costs of insurance used and the State Health Benefits Plan. (It is advisable for you to share this question with your broker of record and have them fill it out.)

The current Township plans meet the requirements of bargaining unit contracts.

The Township of Plumsted entered into shared services securing their employee benefits in the Central Jersey health Insurance Fund in 1992. The group has experienced lower than trend increases over the last ten years and lower than SHBP increases with the exception of 2008 when the SHBP introduced new plans. The fund has demonstrated a solid financial track record and currently holds over \$9M in surplus. The Township shares in dividends that have been paid over the last 8 years, which represents approximately 10% of premium.

The current Township plans meet the requirements of bargaining unit contracts. Comparing the current plans and applying the relative values of benefits differentials between the current plans and the SHBP, the differential is approximately 5%.

VI. Historical Fiscal Statistics

Item	2010	2011	Introduced Application Year
1. Property Tax/Budget Information			
Municipal tax rate (excl. OpenSpTax)	\$.11	\$.131	\$.151
Municipal Purposes tax levy	\$1,190,530.53	\$1,402,434.70	\$1,597,066.12
Municipal Open Space tax levy	\$216,497.01	\$214,870.00	\$211,051.00
Total general appropriations	\$3,115,332.60	\$3,039,683.76	\$3,147,486.94

2. Cash Status Information			
% Of current taxes collected	99%	99.84%	%
% Used in computation of reserve	98.23%	99.28%	99.33%
Reserve for uncollected taxes	\$99,402.14	\$120,516.64	\$117,749.76
Total year end cash surplus	\$735,567.12	\$299,664.81	
Total non-cash surplus	\$750,567.12	\$307,064.81	
Year end deferred charges	\$14,800.00	\$7,400.00	

3. Assessment Data			
Assessed value (as of 7/1)	\$1,082,985,058.00	\$1,074,038,334.00	\$1,055,257,351.00
Average Residential Assessment**	\$384,000.00	\$378,400.00	\$371,800.00
Number of tax appeals granted	83	156	
Amount budgeted for tax appeals	\$0	\$0	\$0
Refunding bonds for tax appeals	\$0	\$208,000.00	\$0
**As per Tax Assessor			

4. Full time Staffing Levels			
Uniformed Police - Staff Number	13	13	12
Total S&W Expenditures	\$696,311.00	\$759,175.00	\$759,895.00
Uniformed Fire - Staff Number	NA	NA	NA
Total S&W Expenditures	\$0	\$0	\$0
All Other Employees - Staff Number	7	5	5
Total S&W Expenditures	\$732,985.00	\$599,380.00	\$514,602.00

5. Impact of Proposed Tax Levy

			Amount
Current Year Taxable Value			\$1,055,257,351
Introduced Tax Levy			\$1,597,066.12
Proposed Municipal Tax Rate	.151	Average Res. Value (#3 above)	\$371,800
Current Year Taxes on Average Residential Value (#3 above) Total Taxes			\$5,495.00
Prior Year Taxes on Average Residential Value Total Taxes			\$5,420.00
Proposed Increase in average residential taxes			\$75.00

VII. Application Year Budget Information

A. Year of latest revaluation/reassessment

2006/effective 2007

B. Proposed Budget – Appropriation Cap Information

- | Item | Yes | No |
|---|-----|----|
| 1. Was an appropriation cap index rate ordinance adopted last year?
If YES: % that was used | X | |
| 2. Amount of appropriation cap bank available going into this year | | |
| 3. Is the Application Year budget at (appropriation) cap?
If NO, amount of remaining balance | X | |
| 4. Does the Application Year anticipate use of a waiver to exceed the appropriation cap?
If YES, amount: | | x |

	Yes	No
	X	
%		
\$0		
	X	
\$		
		x
\$		

C. List the five largest item appropriation increases:

Appropriation	Prior Year Actual	Application Year Proposed	\$ Amount of Increase
Police Salaries & Wages (Salary Increase per Contract)	\$638,464.93	\$681,721.00	\$43,256.07
PFRS	\$105,351.00	\$133,384.00	\$28,033.00
Health Benefit Waiver (Additional Waiver)	\$4,000.00	\$10,000.00	\$6,000.00
DCRP	\$0	\$1,400.00	\$1,400.00
Debt Service	\$164,999.50	\$297,759.27	\$132,759.77

D. List all new property tax funded full-time positions planned in the Application Year:

Department/Agency	Position	Number	Dollar Amount
	NONE		

E. Display projected tax levies, local revenues (not grants), anticipated (gradually reduced) Transitional Aid, total salary and wages, and total other expenses projected for the three post-application years:

	Tax Levy	Local Revenues	Transitional Aid	Total S&W	Total OE
First year	\$1,785,000.00	\$1,507,156.00	0	\$1,292,000.00	\$2,000,156.00
Second year	\$1,820,700.00	\$1,189,456.00	0	\$1,310,000.00	\$1,700,156.00
Third year	\$1,857,114.00	\$1,182,542.00	0	\$1,339,500.00	\$1,700,156.00

VIII. Financial Practices

A. Expenditure controls and practices:

Question	Yes	No
1. Is an encumbrance system used for the current fund?	X	
2. Is an encumbrance system used for other funds?	X	
3. Is a general ledger maintained for the current fund?	X	
4. Is a general ledger maintained for other funds?	X	
5. Are financial activities largely automated?	X	
6. Does the municipality operate the general public assistance program?		X
7. Are expenditures controlled centrally (Yes) or de-centrally by dept. (No)?	X	
8. At any point during the year are expenditures routinely frozen?		X
9. Has the municipality adopted a cash management plan?	X	
10. Have all negative findings in the prior year's audit report been corrected?	X	
If No, list those uncorrected as an appendix.		

B. Risk Management: Indicate ("x") how each type of risk is insured.

Coverage	JIF/HIF	Self	Commercial
General liability	X		
Vehicle/Fleet liability	X		
Workers Compensation	X		
Property Coverage	X		
Public Official Liability	X		
Employment Practices Liability	X		
Environmental	X		
Health	SHBP	X	

C. 1) Salary and Employee Contract Information (when more than one bargaining unit for each category, use average):

Question	Police	Fire	Other Contract	Non-Contract
Year of last salary increase	2009	NA	NA	2010
Average percentage increase	3.5%	NA%	NA%	2%
Last contract settlement date	12/31/2009	NA	NA	
Contract expiration date	12/31/2009	NA	NA	

2) Explain if any of the following actions have been taken or are under consideration for the Application Year:

Action	Police	Fire	Other Contract	Non-Contract
Furloughs (describe below)	No	NA	NA	2010 & 2011
Non-contractual employees were furloughed one (1) day per month for eight (8) months during 2010 and 2011. Police (contractual employees) would not agree to furloughs. No furloughs are anticipated in the 2012 budget.				
Wage Freezes (describe below)	2010 & 2011	NA	NA	2011 & 2012
Police salaries have been frozen except for those in the 2009 step guide which has been in effect for 2010 and 2011. Police contract is in arbitration at this time.				
Layoffs (describe below)	None	NA	NA	2010 & 2011 (3)
Three (3) non-contractual positions reduced to PT: Court Administrator, Business Administrator, Construction TACO				

D. Tax Enforcement Practices:

Question	Yes	No
1. Does the municipality use the accelerated tax sale program?	X	
2. When was the last foreclosure action taken or tax assignment sale held: Date:	1/10/11	
3. On what dates were tax delinquency notices sent out in 2011: Date:	2/17,5/18,8/12,11/12	
4. Date of last tax sale: Date:	12/20/11	

E. Specialized Service Delivery:

If the answer to either question is "Yes," provide (as an appendix) a cost justification of maintaining the service without changes.

Service	Yes	No
Sworn police or firefighters are used to handle emergency service call-taking and dispatch (in lieu of civilians)		X
The municipality provides rear-yard solid waste collection through the budget		X

F. Other Financial Practices

1. Amount of interest on investment earned in:

Prior Year:	\$38,243.37	Last Year:	\$18,883.68	Anticipated Application Year:	\$15,000.00
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2. List the instruments in which idle funds are invested:

Interest-bearing checking accounts only.	

3. What was the average return on investments during CY 2011?

.45%
2009

4. When was the last time fee schedules were reviewed and updated?

G. Status of Collective Negotiation (Labor) Agreements: List each labor agreement by employee group, contract expiration date, and the status of negotiations of expired contracts.

Employee Group	Expiration Date	Status of Negotiations of Expired Agreement
Police Officers	12/31/2009	In Arbitration Presently

ACTIONS THAT LIMITED S/W COSTS (PAGE 10)

- 1) Shared Service Agreements (attached) and efficiencies have gradually reduced the number of full-time non-police employees from 16 in 1998 to 5 in 2012, including:
 - a. Business Administrator layoff in 2011
 - b. Part-time Municipal Court / Administrator
 - c. No salaries or benefits for Mayor and Twp. Committee
 - d. Main Street Program Coordinator part-time
 - e. No benefits to part-time employees
 - f. Eliminated (\$22,500) for Crossing Guards with School Shared Service Agreement to provide Courtesy Busing
 - g. Transferred Township funded Basic Life Support First Aid Services in the amount of \$106,500 in 2008 Budget by a Shared Services Agreement to the Fire District
 - h. Privatized Public Grounds and Recreation Park maintenance reducing three (3) full-time employees with benefits to two (2) part-time employees that work 3 days a week saving nearly \$100,000
 - i. All non-police employees had furloughs in 2010 and 2011
 - j. Last year, the tax cap levy referendum ballot question seeking \$97,000 was defeated and, as a result, the Police Department implemented cost reductions totaling \$65,300, including, Police O/E; overtime; and holiday pay.
 - k. In 2012, the Township and Police have participated in an Interest Binding Arbitration session with a State Arbitrator and are awaiting a final determination to renew a contract that expired December 31, 2009.

 - 2) The total S/W costs have been consistently reduced in the previous three budgets as follows:
 - a. 2009 Budget: \$1,360,972
 - b. 2010 Budget: \$1,252,330
 - c. 2011 Budget: \$1,158,117
 - d. 2012 Budget: \$1,165,890
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ACTIONS THAT LIMITED OR REDUCED “O / E” COSTS (PAGE 11)

- 1) Plumsted Township has no Public Works Department and utilizes a shared service agreement with Ocean County Road Department.
 - 2) Trash collection is by private vendors and the Township totally eliminated the 2010 Budget appropriation of \$67,000 and \$20,000 in 2011 for non-recyclable bulk waste items at its' recycling center by having private vendors contract with residents and the MUA for curbside service.
 - 3) Similarly, recycling costs have also been reduced from \$15,000 in the 2010 Budget to \$4,000 in 2012 with private vendors providing curbside service.
 - 4) The total O/E has been consistently reduced in the previous three years as follows:
 - a. 2010 Budget: \$1,563,588
 - b. 2011 Budget: \$1,268,471
 - c. 2012 Budget: \$1,178,746
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IX-C. Evaluate existing local revenues, as to whether or not the rates or collections can be increased or imposed, and if so, how changes will be implemented; i.e., recreation fees, utility fees, land use fees, construction, housing, and fire code.

Local Revenues and services provided through the General/Current Fund	Check if services is provided	Are fees charged to cover the costs of the program?	If fees do not cover costs, what is the amount of subsidy?	If there is a subsidy, explain why fees cannot be increased to reduce or eliminate subsidy.
Recreation programs	<input checked="" type="checkbox"/>	PENDING		BALL FIELD LIGHTS ORDINANCE
Sewer Fees	<input type="checkbox"/>			
Water Fees	<input type="checkbox"/>			
Swimming Pool	<input type="checkbox"/>			
Uniform Construction Code	<input checked="" type="checkbox"/>	YES	NONE	RENTAL INSPECTION FEE
Uniform Fire Code	<input type="checkbox"/>			
Land Use Fees	<input checked="" type="checkbox"/>	YES	NONE	
Parking Fees	<input type="checkbox"/>			
Beach Fees	<input type="checkbox"/>			
Insert other local fees below:	<input checked="" type="checkbox"/>			
MOBILE HOME PARK	<input checked="" type="checkbox"/>	YES		SENIOR CITIZENS/LOW INCOME HSING
ALCOHOLIC BEVERAGES	<input checked="" type="checkbox"/>	YES		AT MAXIMUM
MARRIAGE	<input checked="" type="checkbox"/>	YES		AT MAXIMUM
DEATH	<input checked="" type="checkbox"/>	YES		AT MAXIMUM
SOIL	<input checked="" type="checkbox"/>	YES		
RAFFLE	<input checked="" type="checkbox"/>	YES		
TOWING	<input checked="" type="checkbox"/>	YES		

PLUMSTED TOWNSHIP SHARED SERVICES						
SERVICE	NAME OF CONTRACTED ENTITY	EST. AMT	YEAR	RES #	NOTES	
Schedule "C" - Road maintenance	Ocean County Road Dept	\$10,000.00	2012	2012-95		
Salt & Salt Storage	Ocean County Road Dept	\$				
Road Striping	Ocean County Engineering	\$1,000.00	2009			
County 911 Emergency Services Program	Ocean County	N/A	2010	2010-132	Various projects	
Purchasing Co-Op	Ocean County					
Electricity Power Purchase Co-Op	Ocean County	\$0.11196/kWh	2009	2009-150		
DWI Highway Checkpoints	Ocean County Prosecutor's Office	\$50.00 by County per hour	2012	2012-91		
Prosecutors Program FY2012 (F.A.S.T.)	Ocean County Prosecutor's Office	\$60.00 by County per hour	2012	2012-92		
Computer Central Commitment	Ocean County Prosecutor's Office					
Inspection of water, septic, etc.	Ocean County Health Department					
Animal Facility Services	Ocean County Health Department		2010-2014	2010-110	Contract now with vendor	
Deer Carcass Removal	Ocean County	\$40.00 carcass	2006-2007			
Recycling Processing & Revenue Sharing	Ocean County Solid Waste	50% share with County	2010-2014	2009-286		
CDBG Administration	Ocean County Planning Board		2011-2013	2010-328		
Leaf and Branch Grinding Service	Ocean County Solid Waste	9/15/2010	9/14/2015	2010-290		
Traffic Lights & Maintenance	Ocean County					
Noise enforcement activities (??)	Ocean County Health Department			2010-273	Now doing locally	
Liability, building, vehicle, environmental, Workers Comp, Insurance	Ocean County Joint Insurance Fund			2010-252	On going since ??	
Health Insurance	Central Jersey Health Insurance Fund		2010-2012	2009-287	On going since 1992	
P.A.R.I.S./recreation management	Ocean County Clerk's Office		2010-2011	2010-136		
School Resource Officer	Plumsted Twp. Board of Education	\$22,620.00	2011/2012	2011-227	On going since ??	
Courtesy Busing within 2.5 miles of school	Plumsted Twp. Board of Education	\$35,720.00	2011/2012	2012-119		
Curbs & Sidewalks Courtesy Busing	Plumsted Twp. Board of Education	\$36,000.00	2011/2012	2011-220		
Information & Technology computer service	Plumsted Twp. Board of Education	Cost based on hourly rate of IT staff		2005-181		
Salt & Salt Spreading Equipment	Plumsted Twp. Board of Education		2012	2012-107		
Sports Fields Community Use	Plumsted Twp. Board of Education		1998	Ord. 98-09	On going (also Res. 99-234)	
Lease of Block 1, Lot 71	New Egypt First Aid Squad	\$1.00 for 50 years	1980	Ord.		
Soccer Field Irrigation	Plumsted Twp. Board of Education					
April 2011 Election Costs	Plumsted Twp. Board of Education					
Cost share for April 2011 Election	Brick Twp. & Jackson Twp					

Fire Safety & Prevention	Ocean County Bureau of Fire Safety	2007	2007-289	
Transfer & Operations of Emergency Medical Services (B.L.S.)	Plumsted Township Fire District #1	2009	2009-104	
FY2011 State 966 Reimbursement Program	Ocean County	2011	2010-309	
Entity for Solid Waste and Recycling	Plumsted Township MUA	2010	2010-142	
Entity to explore Energy aggregation	Plumsted Township MUA		2011-255	
Lease of Block 41, Lot 19-01 for Museum	New Egypt Historical Society	1998	Ord. 98-13	
Animal Control Services	Upper Freehold Township	2009		
Installation of Traffic Signal Rt. 528 & Hawkin & Electric Cost	Jackson Township/Ocean County	1996	96-106	On going
CFO Services	Allentown Borough	2012		
Tax Collector Services	Englishtown Borough	2005	2005-113	
Shredding Services	Toms River Township	2012	2012-105	
Installation of Traffic Signal Rt. 537 & Evergreen Road & Electric Cost	Upper Freehold Township/Ocean County	2002	2002-311	On going
Battery Back-Up Cost Share	Upper Freehold Township/Ocean County	2007	2007-117	On going
C.O.P.S. in School	Plumsted Township Board of Education			
Traffic Lights & Maintenance - Rt. 537 & Hawkin	Ocean Co./Jackson Twp./Upper Freehold Twp	2009		
Sharing Salt and Storage	Upper Freehold Twp.	2011	2011-258	
Various Equipment	Plumsted Twp. Board of Education	2012	2012-115	
Transfer 31 Main St. to Redevelopment Agency	Plumsted Township Redevelopment Agency	2005	2005-190	Has reverted back to Twp.
Rifle range for Police to Qualify	Manchester Twp.			
Sharing the construction of the Library	Ocean County	1998		
Share the use of stormwater facilities	Plumsted Township Board of Education	1999		

Section XI – Impact of Limited or No Aid Award

Describe in complete detail the impact if aid is not granted for the current fiscal year; **this priority setting requires that the municipality will maintain a minimum level of essential services.** List the appropriate category of impact if the aid is not received. Rank each item from both lists as to the order in which elimination will take place. If across the board cuts will be made, indicate under service. **For rank order purposes, consider the two sections as one list. The cuts outlined here are one that the municipality is committing to make if they do not receive aid.**

Rank Order	Department	# of Layoffs	Effective Date	2011 Full Time Staffing	2012 Full Time Staffing	\$ Amount to be Saved
	SEE ATTACHED SHEET					

If services will be reduced, describe the service, impact and cost savings associated with it.

Rank Order	Service	Cost Savings	Impact on Services
	SEE ATTACHED SHEET		

IMPACT OF LIMITED OR NO AID AWARD (PAGE 14)

Plumsted Township only has five (5) full-time non-police employees and cannot make any further reductions. (Reference Organizational Chart attached to the hard copy of the aid application)

The Police Department has 12 full-time Officers and a reduction in force would adversely impact public safety. The monthly incident and response statistics from the Police Department are attached to the hard copy of the aid application.

Fund Balance is \$7,400.81 and amount to be raised by taxes in the 2012 introduced budget is at the 2% Tax Cap Levy Law maximum.

XII. Agreement to Improve Financial Position of Municipality

If aid is granted, the municipality will be required to submit to certain reporting conditions and oversight as authorized by law and a Memorandum of Understanding will need to be signed. Please mark each box below indicating that the applicant understands, and agrees to comply with these broad reporting and oversight provisions.

	Yes	No
1. Allow the Director of Local Government Services to assign management, financial, and operational specialists to assess your municipal operations.	X	
2. Implement actions directed by the Director to address the findings of Division staff.	X	
3. Enter into a Memorandum of Understanding and comply with all its provisions, without exception.	X	

XIII. Certification of Past Compliance for Municipalities Currently Operating Under a Transitional Aid MOU:

The undersigned certify that the municipality has complied with all the conditions and requirements of the 2011MOU conditions, including, but not limited to, the following: submission of a Transition Plan, adoption of a pay to play ordinance, receipt of signed approval forms as required prior to hiring personnel and contracting with professional service vendors.

Mayor: _____ Date: _____

Chief Financial Officer: _____ Date: _____

Chief Administrative Officer: _____ Date: _____

XIV. CAMPS Certification (County and Municipal Personnel System - Civil Service municipalities only)

For Civil Service municipalities, the undersigned, being knowledgeable thereof, hereby certify that the municipality has placed the names of all current civil service employees in NJ "CAMPS".

Human Resources or Personnel Director: _____ Date: _____

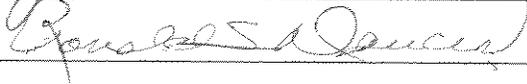
Chief Financial Officer: _____ Date: _____

XV. CERTIFICATION OF APPLICATION FOR TRANSITIONAL AID

The undersigned acknowledges the foregoing requirements with which the municipality must comply in order to receive aid as outlined above. In addition, included with this application is a copy (printed or electronic) of the budget documentation that supports the budget calculation that was provided to the governing body.

Mayor:  Date: 2/25/12

Chief Financial Officer:  Date: 2/25/12

Chief Administrative Officer:  Date: 2/25/12