

League of Municipalities
Mandate List

	Description	Statute and/or Regulation	Frequency
Public Safety Police Officer's State Mandated Training			
Domestic Violence Training	4 hours per officer	State-Division of Criminal Justice Police Training Commission Rules & N.J.S.A 52:17B et seq.	annually
CPR/AED First Responder	4 hours per officer	State-Division of Criminal Justice Police Training Commission Rules & N.J.S.A 52:17B et seq.	bi-annual
Gas Mask Fit Testing	1 hour per officer	State-Division of Criminal Justice Police Training Commission Rules & N.J.S.A 52:17B et seq.	bi-annual
Hazmat/Blood borne Pathogens Course	4 hours per officer	State-Division of Criminal Justice Police Training Commission Rules & N.J.S.A 52:17B et seq.	bi-annual
ICS 100, 200, 700 & 800 Certification	On-line Course through NJ Learn	State-Division of Criminal Justice Police Training Commission Rules & N.J.S.A 52:17B et seq.	once
Counter-terrorism Certification	On-line Course through NJ Learn	State-Division of Criminal Justice Police Training Commission Rules & N.J.S.A 52:17B et seq.	
Firearms Qualification	4 hours per officer	State-Division of Criminal Justice Police Training Commission Rules & N.J.S.A 52:17B et seq.	bi-annual
Automatic Weapons and/or Shot Guns, Specialize Weapon Training /Carbines Training	4 hours per officer	State-Division of Criminal Justice Police Training Commission Rules & N.J.S.A 52:17B et seq.	4 x annually
Suicide Prevention Training		Proposed by PTC	
Vehicle Pursuit Training		State-Division of Criminal Justice Police Training Commission Rules & N.J.S.A 52:17B et seq.	
Use of Force Training		State-Division of Criminal Justice Police Training Commission Rules & N.J.S.A 52:17B et seq.	

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Dispatchers State Mandated Training			
CPR/AED Training	4 hours per dispatcher	State-NJ State 911 Commission, N.J.S.A 52:17C et seq. & N.J.A.C 17.24	bi-annual
EMD Training	4 hours per dispatcher	State-INJ State 911 Commission, N.J.S.A 52:17C et seq. & N.J.A.C 17.25	bi-annual
Hazmat/Blood borne Pathogens Course	4 hours per dispatcher	State-NJ State 911 Commission, N.J.S.A 52:17C et seq. & N.J.A.C 17.26	bi-annual
EMD/911 Instructor	24 hours/instructor	State-NJ State 911 Commission, N.J.S.A 52:17C et seq. & N.J.A.C 17.27	once
Gas Mask Fit Testing	1 hours per dispatcher	State-NJ State 911 Commission, N.J.S.A 52:17C et seq. & N.J.A.C 17.28	bi-annual
ICS 100, 200, & 800 Certification	On-line Course through NJ Learn	State-NJ State 911 Commission, N.J.S.A 52:17C et seq. & N.J.A.C 17.29	once
Miscellaneous Public Safety Costs			
Alcotest	DWI -Alcohol Breathalyzer Equipment (\$16,000 initially and \$300 annual maintenance) plus training costs	State-Attorney General N.J.A.C 13.51 & N.J.S.A 39.4-50.3	annually
Recording System for interviews and arrests		State-Attorney General Directive	once
Mandatory Police Related Equipment Purchases & Repairs	Significant Cost accrue from the operation of police equipment including; MDT's, computer networks, & fingerprint machines	State	annually
Police Contracts	Costs incurred as a result of contract negotiations and arbitration proceedings and awards under the New Jersey Public Employee Relations Commission	State-NJ Employer-Employee Relations Act N.J.S.A 34:13A-1 et seq.	varies
Megan's Law Notifications	Requires municipalities to maintain records on any resident that is a registered sex offender and notify the public	State-N.J.S.A 2C:71 et seq.	varies
State Land Use & Environmental Regulations			
Planning Board Members Training	Municipal Land Use Law regulations required boards members receive at least a minimal number of training hours	State-MLUL	annually
Zoning Board Members Training	Municipal Land Use Law regulations required boards members receive at least a minimal number of training hours	State-MLUL	annually
Master Plan and Master Plan Reexamination Reports	Master plans are required to be re-examined every five years which result in amending current land use ordinances and the possibility of rezoning issues. Costs cover professional fees; advertising; modifications to documents and related review of procedures used by other intra departments such as construction, planning, zoning and community development.	State-MLUL	Every 5 years

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Municipal Engineer	The Municipal Land Use Law requires Municipal Engineer to be present at Municipal Planning Board meetings	State-MLUL	annually
Municipal Land Use Attorney	The Municipal Land Use Law requires Municipal Land Use Attorney to be present at Municipal Planning Board meetings	State-MLUL	annually
State Planning Commission -Plan Endorsement	Plan Endorsement is a time and cost intensive process that requires significant use of outside professional services. The development of ordinances and numerous studies provides little apparent benefits to municipalities.	State-NJ State Planning Act	Every 10 years upon endorsement
Highlands Council -Plan Conformance	Plan Conformance is mandatory for municipalities in the preservation area, which require numerous studies by engineering and planning professional. Additional resources are required in order to keep up to date on changes made to the Regional Master Plan and Highlands Mapping which requires review by professionals.	State-Highlands Act	Currently ongoing
COAH Housing Element and Fair Share Plan	COAH requires municipalities to prepare a Housing Element and Fair Share Plan, growth share and developer's fees ordinances, and prepare and monitoring reports that requires a great deal of time and money in order to gain substantive certification and avoid a builders remedy lawsuit. Also, potential to force municipalities to spend additional tax revenue to be in compliance (Although technically voluntary this is required to prevent a Builder's remedy)	State-Fair Housing Act/Courts	Every 10 years upon Substantive Certification
NJDEP Regulations	Reporting and compliance with DEP regulations, and keeping up to date on the impact of proposed regulations require significant use of planning and engineering professionals (i.e. Category One Waters, Flood Area Hazard Rules, Lake and Dam Management)	State -NJDEP Rules N.J.A.C 7:13, N.J.A.C 7:20, & N.J.A.C 7:9B	annually
NJDEP Stormwater Management Program	Stormwater Management Programs require storm drain tagging, a program coordinator, basin cleaning equipment, air monitoring devices, street sweepers that result in equipment and labor costs and educational mailings	State - NJDEP Stormwater Management Rules - N.J.A.C 7:8 & NJDEPS Stormwater Regulations - N.J.A.C. 7:14A	ongoing
NJDEP Water/Sewer Testing	Costs include engineering fees and man power to conduct testing	State-Safe Drinking Water Act N.J.S.A 58:12A-12, Regulations N.J.A.C 7:10	ongoing
Wastewater & Water Quality Management Plans	Costs include fees for engineering and professional consultants to review and draft plans and complete monitoring	State-NJDEP N.J.A.C 7:15	ongoing
Stormwater Management Plans	Regulations required amendments to master plan and adoption of ordinances	State-NJDEP N.J.A.C 7:8	varies
Certified Mailing for Zoning/Development Ordinances	Require to mail certified/return receipt letter on all introduced zoning/development ordinances to real property owners within 200 feet of the proposed changes, municipal clerks of adjoining municipalities and county planning board	N.J.S.A. 40:55D-62.1 & 40:55D-15	ongoing
Publication of Board of Adjustment Decisions	Publish a notice in the official newspaper a brief description of each decision	N.J.S.A. 40:55D-10i	ongoing

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Publication of Planning Board Decisions	Publish a notice in the official newspaper a brief description of each decision	N.J.S.A. 40:55D-10i	ongoing
Department of Public Works			
Certified Public Works Coordinator	Costs include salary & wages, as well as substantial costs for training, certification, and certification maintenance	State-N.J.S.A 40A:9-154.6g	annually
Certified Recycling Coordinator and Program	Costs include salary & wages, as well as substantial costs for training, certification, and certification maintenance	State-Mandatory Recycling & Source Separation Act N.J.S.A 13:1E99.13b, NJDEP N.J.A.C. 7:26A-11.1	ongoing
Truck & Equipment Washing Facilities	Mandate by NJDEP to build facilities that prevent the run-off of chemicals and sediment caused by washing equipment	State-NJDEP Stormwater Management Program	varies
Intro to Water Operations Course & Additional Certification Training	Mandatory training for Department of Public Works personnel involved in municipal water or sewer authority, costs include costs of training and manpower hours	State-Safe Drinking Water Act N.J.5.A 58:12A-12, Regulations N.J.A.C 7:10	once
Miscellaneous Training Requirements	Right to Know, Blood Borne Pathogens, Trenching & Excavation, Chain Saw Operations, Heavy Equipment Operations, Commercial Drivers License	State	varies
Deer Carcass Removal	The State use to handle the removal of deer carcasses along roadways, but no longer is responsible for this duty which imposes costs and redirects manpower	State-NJ DOT	ongoing
Playground Safety Enhancements	Mandate under the Division of Code & Standards to install barriers, use specific materials, other requirements that impose additional costs on the maintenance and operation of public playgrounds	State-Division of Codes & Standards N.J.A.C 5:23-11	once
Court Operations & Security			
Court Personnel Training	Required for certification maintenance, includes cost of training and manpower hours	State	varies
Court Administrator Training	Required for certification maintenance, includes cost of training and manpower hours	State-Certification of Municipal Court Administrators N.J.S.A 2B:12-11	varies
Mandatory Use of State Forms and Tickets	Costs include costs of supplies and printing	State	
Bullet Proof Glass for Court Room	Costs include costs of material and installation	State	once
Court Security Plan	Requires court officers to scan all people entering and leaving court room, costing manpower hours and equipment (Requires 3 officers @ 4 hours each for 24 court sessions)	State-NJ Supreme Court Directive	ongoing

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Local Public Contract Law/Regulations			
Green Product Purchasing Course for Qualified Purchasing Agents	Qualified Purchasing Agents complete a course in "green" product purchasing. The course will impose training costs and require additional manpower hours	State-Local Public Contracts Law N.J.S.A 40A:11-9	once
Prevailing Wage Laws for all Publicly Funded Projects	Law places additional spending pressure on municipalities in order to complete capital improvement projects	State-NJ State Prevailing Wage Act N.J.S.A 34:1156.25 et seq. & N.J.A.C 60	ongoing
Prevailing Wage Laws for Public Utility Construction	Increased costs for construction work including construction, reconstruction, installation, demolition, restoration, and alteration of any public utility facilities.	N.J.S.A. 34:13B-16 & 34:13B-2.1	ongoing
Office of the State Comptroller Statutory Reporting Requirements	New reporting requirements mandate that local governments spend additional time and money submitting audit reports and other information to State Comptroller Office	Office -State Comptroller	ongoing
Business Registration Certificate	Contractor must provide State Division of Revenue issued Business Registration Certificate with the bid submission	N.J.S.A. 52:32-44	
Public Works Registration Act	The Public Works Contractor Registration Act (PWCRA) requires that all contractors, including named subcontractors, to register with the Department of Labor prior to submitting price proposals or engaging on certain public works contracts that exceed the prevailing wage threshold. The prevailing wage threshold is \$11,892 for municipalities and \$2,000 for all non-municipal entities, such as boards of education, authorities, fire districts, counties, etc	N.J.S.A.34:11-56.48	
Miscellaneous Spending Mandates			
Open Public Records Act (OPRA) Requirements	OPRA imposes additional administrative and training costs to comply with providing records to the public	State-N.J.S.A 47:1A and Government Records Council N.J.A.C 5:105	ongoing
Elections Training and Machines	Additional costs have been imposed by Federal Election Reform Laws	Federal/State	varies
Mandatory Property Revaluation	Includes the costs of completing a tax map update that must be certified by State Department of Treasury and the hiring of an outside revaluation firm	State-Dept. of Treasury	Approximately Every 10 years
Public Employee Occupational Safety & Health Act Regulations (PEOSHA)	Mandates the development and enforcement of occupational health standards for public employees it includes standards for uniforms and equipment for fire and emergency service personnel	State-PEOSHA	ongoing

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Annual Meeting Notice	Publish a notice of the annual meetings the first week in January for all municipal governing body meetings as well as boards and commissions	N.J.S.A. 10:4-18	annually
Legal Notice of Introduced and Adopted Ordinances	Notice in the official newspaper of introduced ordinances announcing the public hearing followed by notice of adopted ordinance. The notice can be published either in full or summary	N.J.S.A. 40:49-1 et seq.	
Certification for Municipal Registrar and Deputy Registrar with continued education requirements	Within 6 months of appointment all registrars and deputy registrars must be certified	Mandate by State Registrar	
Report of Annual Bingo & Raffle Licenses	Annual report to Legalized Games of Chance Control Commission. The report must include: number of licenses issued; name, address & identification number for each license issued; aggregate amount of municipal fee collected; name & address of all person detected in violation of laws or regulations; & name & address of all persons prosecuted for violation of rules and regulations including the result of each prosecution & penalty imposed	N.J.A.C. 13:47-9.7	annually
Certified Animal Control Officer		N.J.A.C. 8:23A-2.5	
Dog Census		N.J.S.A. 4:19-15.15	Annually or biennially
Minimum Library Appropriation	Statutory required contribution to Free Public Library. The annual appropriate is one-third of a mill on every dollar of assessable property within such municipality based on the equalized valuation of such property as certified by the Director of the Division of Taxation in the Department of the Treasury	N.J.S.A. 40:54-8	annual
Reserve for Uncollected Taxes	There shall be included in each budget an appropriation for "reserve for uncollected taxes" sufficient in amount so that the anticipated cash receipts for the fiscal year shall at least equal the sum of the following items, each of which is hereinafter referred to as a "lawful yearly expenditure" : The total of all current budget appropriations (except for reserve for uncollected taxes); The amounts due or to become due for school, county, State, local and special district taxes prior to the end of the fiscal year; and The amounts of any other anticipated current expenditures for the fiscal year.	N.J.S.A. 40A:4-40	annual