JULY 2016

Volume 8 - Issue 3

ON THE ROAD

FF/

The Official Communication of the New Jersey Gasoline C-Store Automotive Association www.NJGCA.org

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### Employers Under Assault Staring Up at a Tidal Wave of Fright from Trenton

For the past year, I have been warning about issues creeping

up on the small business community. I know it is difficult to follow all of my warnings and alerts, and that the legislative process can get quite confusing. Believe me, it took years of following the ins and outs and the horse-trading that accompanies every idea that gets introduced to become law...or not. It is safe to say that an issue never ends up looking anything like it did when it was first introduced because of all of the negotiations. Usually that is a good thing, especially for NJGCA members, as very bad legislation has recently been coming in tidal waves.

I want to touch on THREE proposals that have been in progress for the past year and I have alerted you about already. Though we have had success in blocking bad pieces of legislation, they are never really dead, and I have predicted that ultimately we will not be able to continue blocking them.

The first, and perhaps biggest, threat facing you as a small employer is the movement to pass a \$15 per hour minimum wage. This will be a back breaker for all small businesses, but especially difficult for those relying heavily on minimum wage employees. Yes, I know that many of you already pay more than minimum wage, but calculate those employees' wages at \$15 per hour. Does the math add up and still leave you with enough pay for yourself? How many repair shops have helpers or B-Techs earning minimum wage? How many gas attendants are paid minimum wage? NJGCA has been part of a coalition with other trade associations and has been leading the fight to stop this movement. We've been very successful stopping this so far. but even if we are successful now, voters may be given an opportunity to vote YES for a constitutional amendment in November 2017, which would mean that sometime in 2018 the incremental increase to \$15/hour minimum wage would begin.

The second issue is **Mandatory Paid Sick Leave**, which will be a burden even if you already provide paid sick leave to your employees. Why? Because besides the cost of paying employees when they aren't working, you will have to keep records tracking their hours worked and Leave accumulated, so that should an employee stop working and return even a year later, their hours will pick up where they left off. You will be required to give an employee one hour of PAID sick time for every 30 hours that they work. NJGCA continues to negotiate with legislators hoping to ease the burden in any final legislation that is passed. Although I don't believe that we will be able to block this completely, I do believe that we will be able to secure some kind of exemption for certain businesses. At the time I am writing this, the horse-trading process is still ongoing.

The third piece of sickening legislation can perhaps leave you with a criminal record. Has anyone ever had a disgruntled employee? Has anyone ever had an employee make claims against them that were unfounded, including being paid improperly? Well, there is an effort now in the Legislature to allow an employee to file criminal charges in MUNICIPAL court for things like not paying proper overtime, or not paying for the proper hours, or missing a paycheck. Thankfully, we have built a good relationship with one of the sponsors who has agreed with me in principal to make changes to the proposed legislation. My goal is to get the criminal provisions removed.

All of these threats are a "piling on" by our elected officials. The tidal wave is staring you down. I have not experienced such an onslaught of anti-employer legislation in many years. But I also have faith that you will prevail, just like you have up to now, despite all of the other seemingly insurmountable dumb and burdensome laws that have been thrown at you over the years. You will use the same ingenuity and entrepreneurial spirit that prompted you to own your own business in the first place, and find a way to ride on top of the tidal wave, and not be swamped underneath it. As hard as it seems, I truly have faith that you will tough it out and keep up the struggle until you are on top of the wave. I know this because you are resilient and you always have found a way. Plus, you made the smart decision to join NJGCA and let us fight for you, keep you informed and make sure you stay one step ahead of your competitors.



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US Department of Labor Question & Answer

Member questions are submitted to Debbie Hill who is the NJGCA Director of Member Services, and then forwarded to John Warner of the USDOL. John's answers are published below:



**MEMBER QUESTION:** Can I pay my gas attendants "salary" for the work week? My attendant works 50 hours a week and I pay him a flat \$500 for the week.

I calculated the following: 40 hours at \$9.00 = \$360.00 10 hours at \$13.50 = \$137.50 Total Wages = \$497.50

So paying the attendant \$500.00 is actually \$2.50 more than is necessary. Is he being paid accurately? Please verify if this is correct or share any other comments.

**WARNER:** I am always happy to address this confusing issue.

A salary is a "fixed, predetermined sum." What that means is that an employer can't pluck a number out of thin air and retroactively claim the person was salaried. In other words, if I pay someone \$12 an hour and in the time he worked for me he never worked less than 33 hours, I can't go back after he quits and say his salary was \$395. If I want my employee to be salaried, I have to tell him or her what the salary is, in advance. And, if he or she is salaried, I forfeit the right to "dock" pay for coming in late or taking a two-hour lunch.

When a nonexempt employee is paid on a salary basis, the salary, by definition, does NOT include overtime. The salary is considered the person's straight time pay. Title 29, Code of Federal Regulations Parts 778.113 and .114 spell out how additional overtime must be computed for salaried nonexempt workers. An employer can't retroactively claim that since the salary would be equal to, or even higher than, a certain hourly rate for 40 hours plus time-and-a-half for the hours above 40, that no additional overtime is due. A nonexempt employee's total pay must fluctuate based on the actual, accurate hours they've worked.

An employer can tell an employee that if he or she works X number of hours, then their pay will be a certain amount. However, the employer must keep accurate records of the person's hours worked and pay additional premium pay for the hours worked over 40.

So, here's what the FLSA would require for the attendant paid a salary of \$500:

Workweek	Hours	Salary	+ OT Due
4/30/2016	50	\$500	\$50
5/7/2016	46 ½	\$500	\$34.95
5/14/2016	53	\$500	\$61.32

On the other hand, your member could start out by saying the attendant will make "about" \$500 when he works 50 hours. His pay could work like this:

Workweek	Hours	Salary	+ OT due
4/30/2016	50	\$460´	\$46
5/7/2016	46 ½	\$460	\$32.15
5/14/2016	53	\$460	\$56.42

In this second case, the employer would not "dock" the worker's pay below \$460 for coming in late or leaving early.

What it boils down to is this: when a salaried employee is exempt, we will see on the payroll \$X00 per week every single week. When a salaried employee is not exempt, we would expect to see variations on the payroll to reflect actual hours worked. A nonexempt employee's total pay cannot be the same for weeks where he works 47 hours, 50 hours, 52 ¼ hours, and 45 ¾ hours.

**MEMBER QUESTION:** I provide my employees at my automotive shops with uniforms, which they are free to take home, etc.

If a tech decides to get dressed or undressed at work, do I have to pay him for the time spent dressing and undressing?

**WARNER:** This one is an easy one. Unless (a) the employer requires the employee to change at work (like operating room staff in a hospital) or (b) the nature of the clothing or equipment is such that it can only be put on just before starting work duties (like "Hazmat" protective equipment) the fact that a worker changes into his or her work clothes at the employer's establishment <u>does not</u> make the changing time compensable hours worked.

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# NJGCA's Dividend Programs

#### Association Master Trust - Health Coverage

JUST ANNOUNCED!



• of your calendar year 2015 premium, for all employers in good standing with AMT (and NJGCA) as of December 31, 2015, and still active in the plan as of July 1, 2016.

The Amato Agency/Utica - Liability Insurance



 of the liability insurance premium paid from March 2014 to March 2015 was returned to NJGCA members in good standing in the Fall of 2015.

Amato/Meadowbrook - Workers Compensation



• dividend declared in Feb. 2016 for policies with expiration dates of 11/12/14 – 11/11/15.

The NJGCA Money Back Guarantee is our promise to you that if you participate in our programs and patronize our Member Benefit Partners, you will see savings, dividends and benefits in excess of your yearly membership dues. If not, we will make up the difference!

Remember, each of your *locations* must be an NJGCA member in order to participate in our Member Benefit Partner programs. For more information on this, please find the **NJGCA Member Fairness Doctrine** on our website. A complete list of NJGCA MBPs is located on page 22 of this OTR.

If you have any questions, for more information, or to get involved with any MBPs, please call the office at 732-256-9646!



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### Group Health Coverage through NJGCA and Association Master Trust

nless you're a large business with hundreds or thousands of employees, providing and administering a health benefits plan can be a huge burden. However, if you're a NJGCA member, you can now take advantage of a great group offering through the

#### **Association Master Trust**

NJGCA member companies are eligible for comprehensive self-funded health and dental benefits through Association Master Trust. The Association Master Trust covers approximately 10,000 participants from thirteen trade and member association benefit trusts.

Qualifying NJGCA member firms can now enjoy all of the benefits of network services and modern claims administration. By being a member of AMT you're part of a large group, and have access the same great health benefits plans the big guys do!



To learn more about AMT's self-funded health benefits plans call today and ask for Joy at 973-379-1090 ext. 229 for further details.

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# NJGCA DINER TOUR FALL 2016

### **COMING SOON TO A TOWN NEAR YOU!**

### One Attendee at Each Meeting will Win a \$50 Gift Card from NJGCA!

WHO: YOU!... And NJGCA Staff, Executive Director Sal Risalvato, and Valued Member Benefit Partners! Bring your fellow small business owners to show them what NJGCA is all about!

WHAT: Breakfast meetings all around the State, sponsored by our Member Benefit Partners and FREE for all attendees! PLUS, ONE MEMBER AT EACH MEETING WILL WIN \$50 FROM NJGCA!

#### <u>WHEN</u>: 9:30 - 11:00 AM

Morris County September 14, 2016 Roxbury Diner 101 Route 10 East Succasunna, NJ 07876

#### Union County October 12, 2016 The West 22 Diner 272 Route 22 West Springfield, NJ 07081



Great group gathered at Mastoris in Bordentown on May 4th. The food there is always a hit, too!

#### WHY: We want to hear from our members!

**DETAILS: Join us for a FREE breakfast!** Hear an update from Sal and share your questions, concerns, and comments.

- Participate in roundtable discussions with NJGCA staff and fellow business owners about issues and events important to your business!

- Meet Member Benefit Partners and learn how to save money and take full advantage of your NJGCA Benefits.

#### Please RSVP with an email to jacy@njgca.org or call 732-256-9646. We look forward to seeing you!





Turnersville raffle winners Steve Multani, of Laurel Springs Citgo (left) and Mike Passarella of Passarella's Sunoco in Waterford (below, with Chris Schmid of Hough Petroleum).



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Summer 2016 TRAINING CLASS SCHEDULE Classes will be held at \*\*NEW\*\* NJGCA Headquarters 4900 Route 33 West, Wall Township, NJ 07753 Call Debbie at 732-256-9646 or email debbie@njgca.org to register **1. ENTIRE Emission Repair Technician Education Class** Classes Begin Immediately! Call Now to Register! This is the ENTIRE Class to become a Licensed Emission Repair Technician. It is ELEVEN full days of training, one day per week from 9 AM to 5 PM. Classes will be on Tuesdays, starting July 12th. **Class Dates:** July 12, 19, 26 August 2, 9, 16, 23, 30 September 6, 13, and 20 Class Fees: Members = \$1,995 Non-Members = \$2,195 (\$500 deposit required) 2. RE-CERT CLASS for Emission Repair Technicians This is the NJ DEP approved re-certification class for Emission Repair Technicians. It includes NEW ETEP Sections 8, 9 and 10 (Advanced Gasoline Technologies, Advanced Light Duty Diesel, and Hybrid/ Electric Technologies). NJGCA Member = \$635 Non-Member = \$765 FEES: **CLASSES:** FOUR (4) Full Days from 9 AM to 5 PM (Tuesdays) August 30 and September 6, 13, and 20 3. PIF/DEIC - NJ Emissions Training Class for Inspectors To be licensed as a Motor Vehicle Emissions Inspector, you must complete this course and pass a "Written Exam" given by the State of New Jersey. NJGCA offers this training in a ONE DAY State approved training program that will provide an understanding of inspection related issues including EPA Regulations, Safety, Diesel, Customer Service, and the New Jersey State Specific Curriculum. This specially tailored NJGCA course fulfills all requirements. Class Date: Monday, July 11th OR Wednesday, September 7th Class Time: 6:30 AM to 3:00 PM (Donuts & Coffee and Pizza & Soda provided) Class Fees: Members = \$250 Non-Members = \$300

Manuals are included and payment is due upon registration. We accept credit cards.

\*\*PLUS\*\* License Fee of \$50.00 ... check made payable to NJ MVC





#### **Important Issues Affecting Your Business**

by: Eric Blomgren

#### \$15 MINIMUM WAGE

A-15/S-15 moved through the Statehouse very quickly recently, passing 3 committees and narrowly passing both houses of the Legislature in just over a month's time. All Republicans and a handful of Democrats voted against the legislation, leading it to narrowly pass the Assembly 42-31-1 and the Senate 21-18.

Had it been signed into law, the minimum wage would have been increased to \$10.10 an hour in 2017, \$11.35 in 2018, \$12.60 in 2019, \$13.85 in 2020, and \$15.10 in 2021. It would then increase annually based on increases in the consumer price index. Following Governor Christie's expected veto, the plan among legislative leadership is to resort to a constitutional amendment. Both houses will need to pass the amendment before the end of this year, and pass it again in the first half of next year. If they do so, it will be on the ballot for the public to decide in November 2017.

NJGCA thanks those members who took time out of their busy weekday schedule to come down to Trenton and testify about the harmful effects this bill have on their business, as well as the hundreds of members who sent emails to their legislators opposing this plan. The opposition tries to pitch this as a battle between poor workers and "the 1%", so when legislators hear it from genuine small business owners it does break through to many of them. There will be several more hearings on this issue in the next year, so we will need your help again.

#### **MANDATORY PAID SICK LEAVE**

On 3 separate occasions this year, S-799 has been posted for a vote in the state Senate, and each time it has been pulled from consideration. A bill is only pulled when the current language does not have enough support to pass, and it is virtually unprecedented for a bill to be scheduled and pulled so many times in such a short period. No doubt, this is because of the strong opposition put up by every business group as well as by all those employers contacting their legislators about this proposal. In a surprise move, in late June the Senate version of the bill was quietly amended to exempt all employers with fewer than 10 employees. This is a major concession from the opposition, and it means there is a glimmer of hope that some form of compromise can be found between business and worker advocates, although with so many moving pieces and different legislators it still looks like a long-shot.

#### TOBACCO UPDATE

The Governor of California signed into law a bill that raises the minimum purchase age for tobacco products and vaping devices to 21, joining Hawaii as the only states to have done so. The bill to do so in New Jersey, S-359, passed the state Senate 23-14 in May. It now awaits action in the Assembly Appropriations Committee.

The Senate Health Committee passed a bill, S-298, which would ban the sale of all flavored vaping products, except tobacco and menthol flavors. After hours of passionate testimony from users of these products and the owners of vaping stores, the Committee narrowly passed the measure. Sponsors claimed it is

about protecting children, opponents pointed out that the flavors have encouraged people to switch to the much healthier option of vaping, and that other adult products are flavored, such as Kahlua and many varieties types of vodka. The bill has been referenced to the Senate Budget Committee where it awaits further action.

The Committee also voted in favor of S-2135, which would ban pharmacies from selling tobacco products and vaping devices. While the bill clearly goes against the spirit of American free enterprise, if it were to become law most of those customers would head to c-stores, which would benefit NJGCA members. Finally, A-1815, which would dramatically increase the taxes on all non-cigarette tobacco products (including a \$2.70 per cigar tax) has not moved since it passed the Asm. Health Committee in March.

#### **SELF-SERVE UPDATE**

In June NJGCA held a meeting of several members to discuss our next steps in bringing self-serve to New Jersey. There are many plans up in the air (not all of which we can reveal yet) to begin making a concerted push to start shifting public opinion towards acceptance of self-serve as an option. Though we discussed linking legalized self-serve with the gas tax hike, unfortunately there was not enough support to have it included, though Sen. Paul Sarlo (D-Bergen) the Chairman of the Senate Budget Committee, did make a point of publically saying that he supports self-serve at the end of NJGCA testimony on the gas tax. The increased cost of gas the public is about to experience because of a higher gas tax will likely make them more agreeable to allowing the option of saving  $7\not\epsilon$ -15 $\not\epsilon$  a gallon by pumping their own gas, and should the \$15 minimum wage go into effect prices would go up about 10¢ more. If you support legalizing self-serve and would like to take a role in our working group on the issue, please email Jacy@njgca.org.

#### STAGE II VAPOR RECOVERY REPEAL

In June NJGCA testified to the Red Tape Review Commission, chaired by Lt. Governor Kim Guadagno, regarding the burden that ongoing maintenance to Stage II vapor recovery systems places on most fuel retailers. Stage II was always meant to be a temporary stopgap until ORVR systems were in widespread use, and in May 2012 the federal government determined that individual states should now be permitted to decommission Stage II. Up until now, New Jersey has moved slowly on this front. Many states have already gotten rid of their Stage II programs, and as a result the costs of maintaining the few remaining Stage II programs are going to increase more and more. Just last year we narrowly averted a crisis in which one key component of Stage II systems was no longer going to be manufactured by any equipment manufacturers in the nation, due to the plummeting demand. This would have meant that if this piece of Stage II equipment had broken on a station's pump, that pump either could no longer be used (ever) or the station would simply operate out of compliance going forward and be subject to DEP fines. Thankfully at the last moment one manufacturer stepped into the void, but the reduced competition will only drive up prices.

Plans are still in a very early stage, but it looks like stations with vacuum-assist systems will be required to decommission their

Stage II systems within a certain period of time, while those with balance-assist systems will be allowed to either decommission it or keep it maintained going forward if they should choose to. Maintaining Stage II systems can cost a station several thousand dollars per year, and also be subject to thousands more in fines for non-compliance with things like ripped hoses and boots. While many DEP regulations take years to develop, we have been told that the highest levels of the Christie Administration have made this a priority and that stations may be able to start doing away with Stage II next year.

#### MANDATORY RECYCLING AND PLASTIC BAG TAX

In April, the Assembly Environment Committee passed A-2281, the "Smart Container Act". This bill would have required a  $10\phi$ fee on every beverage container sold in the State, as well as a special barcode on the container which manufacturers estimated would add another  $15\phi$  to each bottle. If customers brought used containers to any retailer, they would be entitled to a refund of that  $10\phi$  deposit. The language of the bill also seemed to indicate that just having a vending machine on your location would mean you are a "redemption center". Customers would be allowed to bring up to 15 bottles at a time, each of which would have to be scanned by a cashier. The money collected from the program that was not claimed by consumers would be used to pay for lead abatement, even though if the program was successful and consumers returned their bottles for recycling, there would not be any money for lead abatement.

Strong opposition to this burdensome plan seems to have tabled this proposal, and in its place is A-3671, a plastic bag tax. The tax would apply to retailers with more than 2,000 square feet of retail space or are part of a chain/franchise. They would have to charge  $5\phi$  per bag,  $1\phi$  of which they would be allowed to keep. If a customer was over 65 years old or using SNAP, they would be exempt from the fee. The bill passed the Assembly Environment Committee in May.

#### **INSPECTION UPDATE**

As we have all come to expect with this program, the changes to the State's inspection program continue to be delayed without explanation. Bids from prospective contractors were submitted in February and so far there has been no official word of what is happening. Rumors are swirling that the process has been so messy that the contract may have to be re-released and rebid. When the structure of the new program was announced in December it was expected that the new program would launch in the late summer. Now it seems more likely to take until November, though it may be sooner or even later next year. That is a wide range of potential time frame and no one knows for certain.

#### **UBER INSPECTIONS**

Transportation Network Companies (TNCs) have exploded in popularity in the last few years, the largest companies being Uber and Lyft. Comprehensive legislation has been worked on for the last two years to require the proper regulation for these vehicles and their drivers, since the vehicle is effectively a passenger vehicle sometimes being used as a commercial vehicle. There continues to be serious divisions between legislators over what form the regulation should take. Though commercial vehicles like taxis and limos are required to undergo a safety inspection every year, the current language of the bill does not require TNC vehicles to begin getting one. NJGCA will continue pushing the sponsors to include this provision.

#### **NEW OVERTIME RULES**

The Obama Administration's Department of Labor announced the final language of their dramatic changes to overtime rules, which will affect many of your managers not currently earning overtime. For many years, the threshold salary at which an employee was not eligible for overtime was \$23,660 per year (\$455 per week). That number has been increased dramatically to \$47,476 per year (\$913 per week), and it will automatically increase incrementally every year based on DOL formulas regarding the national median wage. This means that a salaried manager making less than \$913 a week will now be eligible for overtime pay for any hours they work in a week over 40. Depending on your business, you need to consider either raising their pay to that level or taking them off salary and paying them an hourly wage while strictly monitoring their hours. The rules will go into effect December 1, 2016.

#### <u>"WAGE THEFT"</u>

In June the Senate Labor Committee and Assembly Judiciary Committee passed A-862/A-1396. These bills were designed with a very noble goal in mind: to go after employers who steal wages from their employees. Those that do so are not only hurting the employee and breaking the law, they are giving themselves a competitive advantage over honest employers. Unfortunately, the bills as amended were going after the problem with a meat cleaver instead of a scalpel. Despite the sponsors original belief, not all instances of "wage theft" are deliberate evil actions, for many small businesses they can simply be paperwork issues, especially when complicated overtime rules are involved. The bill as amended would let aggrieved employees go to their local police departments to file criminal charges if they believe their wages have been unfairly withheld. It also has disturbing provisions that would effectively say accused employers are guilty until they can prove their innocence. If the employer does not have records on wage and hours dating back 6 years, it would be assumed that everything the employee stated was true.

Our biggest concern is over "retaliation". The current language says that anything the employee claims as retaliation, including a mere shift in their hours, would lead to severe penalties for the employer. And, if an employee claimed they had simply informed another employee of their rights under this law, they could then make a claim of discrimination. The bill was being rushed through, but thanks to a productive meeting with the sponsor of the bill, it was held and we are hopeful that in the coming weeks we can come to a compromise that will appropriately punish genuine violators of the law.

#### EMPLOYEE SCHEDULING RESTRICTIONS

A-1117, the "New Jersey Schedules That Work Act" was passed by the Assembly Women & Children Committee in April. This bill would dramatically overregulate the way hourly workers are scheduled. If an employee is on-call and ultimately not needed, the employer would be required to pay for one hour of work, and if the employee works a split shift they must be paid for one additional hour. If their shift is changed within 24 hours of its start they must be given an extra hour of pay. Employees must be given, in writing, the minimum number of expected hours that they will be assigned per month. Finally, if an employee requests a change in the terms of their employment because of a health condition or their enrollment in a training or educational program, their request must be granted unless the employer can prove (in court) that they have a "bona fide" business reason not to. It now awaits action by the full Assembly, it has not moved in the Senate.

#### **"HEALTHY SMALL FOOD RETAILER ACT"**

In June the Legislature passed a bill that would create a voluntary program to give convenience stores in urban and rural areas grants of up to \$5,000 to purchase refrigerators and stock them with fresh, healthy groceries. Many urban and rural areas do not have easy access to a supermarket, and as a result do not have easy access to fresh, healthy products. The sponsors hope that

this program will bring more choices to these areas. It is rare to see the government respond to a program with a voluntary program involving grants of money, rather than a mandate and the threat of taxes and fines. NJGCA supported this measure, it is now up to Governor Christie to decide whether to sign or veto the measure.

#### **CONSUMER REPAIR RIGHTS INFO**

NJGCA has continued to meet with legislators in support of A-2612, which would require car dealers to give their customers a disclaimer informing them of their right to get their car repaired at an independent repairer with aftermarket parts and not have their warranty voided by the manufacturer (the Magnuson-Moss Act). Some manufacturers have been caught recently misleading their consumers and blaming problems in their design on the presence of unrelated aftermarket parts. It would greatly help our case with legislators if we had specific examples of problems under current law. If you know of any examples in your business where a customer's warranty was unfairly voided by the manufacturer (or they illegally threatened to void the warranty) or if you have instances in which customers said they did not want you to repair their car because they were afraid doing so would void their warranty, then please email it to Eric@njgca.org

#### **HEALTHCARE**

You may have heard about the new type of plans launched by Horizon in New Jersey, known as OMNIA. These plans classify certain hospitals as "Tier 1" and other in-network hospitals as "Tier 2". Members who use Association Master Trust (AMT) as their healthcare provider will soon have access to several OMNIA plans that will produce significant savings to enrollees. Unfortunately some legislators, mostly those with a "Tier 2" hospital in their district, do not support the existence of OMNIA plans. In March the Assembly Regulatory Affairs Committee passed a bill that would prevent the implementation of OMNIA plans, denying NJGCA members the chance to achieve significant savings on healthcare. NJGCA opposed this bill and thankfully it has not progressed further.

We support legislation which passed the Assembly Finance & Insurance Committee in June which deals with the problem of consumers being hit with huge surprise costs because a certain doctor was not in their network, even if the hospital they were in was in-network. The Committee also passed a bill to greatly increase the transparency of what drives healthcare costs, which will hopefully lead to less waste and greater savings over time.

#### FISCAL YEAR 2017 STATE BUDGET

With all the chaos and clamor surrounding the funding of the Transportation Trust Fund and the tax reform bills, there was very little discussion or debate over this year's budget. This was the first time in many years that the Legislature passed a budget in which there were no attempts to raise any taxes. The last few years have seen budgets passed with accompanying increases in the income tax and the corporate business tax, though Gov. Christie has consistently vetoed them. He signed a \$34.5 billion budget into law on June 30th.

#### NJGCA PAC

If you have not made a contribution so far this year to the NJGCA Political Action Committee, please do so. These funds are necessary in supporting our allies and friends in the Legislature, those who oppose the \$15 minimum wage, want to repeal the estate tax, want to legalize self-serve, and more. You can make a check out to NJGCA PAC and mail it to 4900 Route 33, Suite 100, Wall Twp., NJ 07753 or go to www.njgcapac.org/donate to contribute online.



TAKE ADVANTAGE OF THE GREAT PROGRAM THAT <u>PPC LUBRICANTS</u> HAS PUT TOGETHER ESPECIALLY FOR NJGCA MEMBERS.

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- DRIVING NEW CUSTOMERS TO YOUR REPAIR FACILITY
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### \*NJGCA Members report saving over \$2,000 / year\*

Contact Gene Nace Phone: (717) 215-7253 gnace@ppclubricants.com







#### NJGCA Board Member Joe Ocello "Customer Appreciation Day" a Success!

There was a power racing boat, a NASCAR car, face painting, balloon-animal making



and a DJ. Free prizes, food, drinks, and giveways were abundant. A pair of Red Sox tickets and a pair of Phillies tickets (each worth over \$200) were raffled off. This was the scene at Joe's Towing and Auto/Pit Crew Lube on Saturday June 25th for "Customer Appreciation Day."

The Ocellos have been in the gasoline and repair business for over 30 years. With their oil company (BP) and their supplier (Hough Petroleum) on board, they decided to host a "Customer Appreciation Day" to give back to the community that has been home to their business for over a quarter-century.

The day was certainly a hit. Over 200 friends, customers and neighbors stopped by to participate in the fun. On the business end, Joe pumped 2,000 more gallons of gas than a normal Saturday, and BP accepted 15 new credit/rewards card applications.

Joe commented, "It was a great day and we have had a lot of positive feed back on our media pages. I truly feel lucky to be able to give back to my community and show them my appreciation for their 30+ years of loyalty and support."



NJGCA ON THE ROAD • 13 • JULY 2016

### Tank Age; 30 is the new 40. And 40 is no more. By Eric Dana

This brief article is for everyone that owns regulated underground tanks. If your tanks were installed 30 years ago, the clock is ticking. If your tanks are 40 years old, or older, then time's up.

Don't kill the messenger, please - but since April, most insurance companies are not providing tank insurance renewals for tanks over 40 years old. That is 1976 for those of you that are a bit older than your tanks and can remember those days. The same news applies to tanks 41-46 years old, since there are a few really old tanks still around. Does anyone remember the disco era? Your tanks might.

Going forward, you will want advice about four possible options. The number of gallons sold, known as "throughput", will be a determining factor. And you'll read about a six-month window to take action once your tanks are out-of-service. Don't overlook this extended coverage - you paid for it.

If your tanks are between 35 and 39, have a Plan B. Start thinking now about what you're going to do. If your tanks were installed in 1991 (twenty-five years ago), then this article will be important in ten years. Time flies.

As in many cases, the advice that you get could be critical to what is best for your business. New tanks or old, I am committed to helping NJGCA members. When I can be of service, call me.

(Eric Dana and DANA Insurance and Risk Management are Tank Insurance Specialists and serve as NJGCA's Member Benefit Partner. They are long-time NJGCA members, known for their UST experience and insurance integrity).



NJGCA ON THE ROAD • 14 • JULY 2016

### **Membership Memo**

#### **By Greg Cannon**

Rut: Something you get stuck in.

And Good Morning!! Helluva start to this article I know, but we all get in a rut from time to time. With technology being what it is, and the onslaught of emails that we receive daily (whether we want them or not), it's easy to fall into the habit of "Delete", and for no other reason than to relieve the inbox overload. Although, in doing that, some emails get deleted that actually are important and hold value. The weekly Road Warrior from NJGCA is one of them. We track the results of our emails and find there is an alarming number of members that delete the email without opening it. Of course this makes us wonder. Why? Email overload is a real issue, but NJGCA takes great care to send emails ONLY when necessary. Many of you are accustomed to receiving emails from department stores once or twice a day. NJGCA does not do that!

That said, when it comes time for membership renewal I am sometimes asked "what have you done for me lately?" I know that if members take the time to read the Road Warrior every Thursday night, then the answer to that question lies within, but I'm not going to re-hash all of that here. What I'd like to talk about is coming out to your business and visiting with you for a little bit. I'd like to meet NJGCA members/owners and talk about a few things: I am sure I can help answer

the question: What have you done for me lately? Here are a few things we will discuss:

How can NJGCA save you money?
Are you willing to at least take a look at some of the forty-four MBP programs we have negotiated for you? Many members call asking for our recommendations and of course I always refer them to one of our MBP's. These members usually call to thank us for the services they have received.
If you are already in one of our MBP programs, we count on you to complete the MBP Survey that is sent around August each year. I'll help you complete the survey!

• I will want to know; what is the biggest concern related to your business?

• Thinking about our industry 3 to 5 years in the future, what worries you the most?

 If you magically became Executive Director of NJGCA, what would you choose to focus on first? Getting involved with your Association: I believe that each of you knows at least one automotive related business owner that isn't a member of our association. How about telling them about us and recommending they join? If they ask what we do, you'll know because you read the Road Warrior! You can direct them to our website www.njgca.org or you can ask them to call us. We'll be glad to enhance your recommendation of membership. The idea behind this isn't just the dues, which we rely on to operate, more importantly it's to help us grow! Help us become larger and more bad-ass so we can have an even bigger impact in Trenton and Washington when we're there "doing something for you lately". Power in numbers ladies and gentlemen, it's as simple as that. Old school.

• Take our surveys ... please. They do help the cause!

• ..... and remember, If you're not part of the solution, what are you part of?

I'm very sensitive to that commodity we call "time" .... It's precious and in short supply which is why I'm not asking for a lot of it. I'm in the process of formulating a plan to start visiting your businesses. I'll keep it as long or short as you want and you will always be updated ... weekly.... in the Road Warrior.

Thanks for reading. Until next time.

Cheers!

greg



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#### NJGCA ON THE ROAD • 15 • JULY 2016

### Issue Spotlight: The Gas Tax and Tax Reform

#### By: Eric Blomgren

You have probably heard a lot in the last few weeks about the back and forth swirling around the issue of increasing the gas tax. NJGCA has been involved in discussions about this issue for the last two years in order to minimize any damage to your business from this issue.

It goes without saying that no one wants to support any form of gas tax increase. However, it became clear in the last two years that an increase in our state's historically low gas tax was inevitable and necessary. Unlike most of our other tax rates, which are set at a certain percentage, the gas tax is set at a flat amount. This means that while government revenue from income taxes and sales taxes will automatically increase with inflation, the flat rate of 14.5¢ per gallon becomes less and less valuable over the years as inflation eats away how much can be done with it.

It has been 26 years since the last increase in New Jersey's gas taxes. In that time, the state's population has increased by about 1.3 million people, yet because of inflation the true amount of money collected from gas taxes has been cut almost in half. Because politicians and the public have been unwilling to make even modest increases in the tax rate, but have still needed to fund road construction, the State has relied almost entirely on using debt to fund transportation.

The debt that has been accrued over the last quarter century is now so massive that the interest payments on that debt are now over \$1.3 billion a year. By comparison, the total annual revenue from fuel taxes is only around \$900 million. This means that whereas in the past fuel tax revenues may have been shifted to the general fund, for the last several years about \$400 million has been taken out of the general fund and put in the Transportation Trust Fund (TTF).

If the roads and bridges are not fixed with revenue from gas taxes, then they will be fixed with revenue from ever-increasing property taxes, the burden of which you know full well both from your business and your home. At least with the fuel taxes, the burden falls on those who use the roads, including the large numbers of out-of-staters passing through. Property taxes are paid only by New Jersey residents.

As you no doubt know from our previous communications, when this issue was first being seriously discussed, one of the main options on the table to fund the TTF was to not raise the current fuel taxes, but instead to extend the sales tax to

purchases of fuel. There are a handful of states that do this, including New York. The experience there for the public, the state, and especially retailers has been a complicated disaster.

Whereas all our current gas taxes are paid up front to the distributor when a load of gas is dropped off, every retailer would be responsible for collecting the sales tax at the pump. There would be different tax rates for different grades of gas and for cash/credit pricing, and the tax rate would change every time the price changes. When wholesale prices increase, the tax would increase automatically as well, from 14¢ a gallon at current prices to 21¢ when gas is at 3 a gallon, to 25¢ if gas is 3.50 a gallon as it was in June of 2014. In addition to the burdens of calculating and collecting the tax, and then sending the State \$15,000-\$20,000 every month (for an average 100,000 gallon a month station), there have been significant fraud issues in states with sales taxes on gas. With that amount of money, unscrupulous retailers are known to lie about their pricing and pocket some of the sales tax they collected, giving themselves an unfair competitive advantage over honest retailers.

We feared that the politicians in Trenton would choose the sales tax option because they would claim that they were not raising taxes, but instead "closing a loophole". Ultimately, we were able to convince them that the sales tax on gas was a bad idea not just for retailers but for the State's finances as well. However, we also knew that if they grew desperate enough, the sales tax was something they were willing to return to as an option.

After months of behind the scenes work, a concrete plan was finally announced in June. After careful consideration, NJGCA decided to endorse the Sarlo-Oroho plan (named after its two sponsors, both longtime allies of NJGCA and small businesses). This plan amended the petroleum products gross receipts tax to create a net increase of approximately 23¢ a gallon. Ultimately, this was not as high as many working on the issue had expected (unhappily for the construction companies). There had been discussions on numerous occasions suggesting that the increase needed for a "robust" road funding program was 40¢ a gallon.

A 23¢ a gallon increase will still keep our tax rate lower than both New York and Pennsylvania. Also, because their tax rates are tied to the wholesale price of gas, if prices increase back towards \$3 a gallon, their tax rates will increase while ours will not. Had the increase been smaller, in the 10¢-15¢ range or less, the State would have come back in 3 or 4 years looking for more money again, and they would have been much more likely to turn to the sales tax as an option. The current plan, which will allow the tax rate to float up and down by 2¢-3¢, will settle the issue of the gas tax for the course of an 8-10 year transportation plan, and even after that we may not need a further increase as the plan also calls for the development of a mileage tax pilot program.

If the tax has to increase, then it is best for it to happen now, when prices are low. The more they delay the more likely it is that prices will increase and the cost of a load of gas will be more difficult to afford. Had they acted during the winter, when prices were \$1.80 a gallon, it have been easier to bear than it is now, and if they wait another 6 months prices might be higher than they are now. This time last year the average price of gas was around \$2.60 a gallon.

The reason for NJGCA's explicit endorsement was the package of tax cuts that accompanied it. Mainly, it was the elimination of the estate tax. New Jersey has two death taxes, the estate tax and the inheritance tax. The threshold for the estate tax is incredibly low, only \$675,000. Between a house and a business, just about every small business owner would go over that threshold. The federal estate tax exemption, for comparison, is \$5.45 million. Even if our estate tax were just increased to the federal threshold, it would protect most small business owners. Because the supporters of the estate tax say that it only affects "the wealthy" they oppose its elimination and any attempt to increase the threshold. It is widely felt that the only shot we have of eliminating this tax is to tie it to the gas tax increase.

The tax reform plan had several other beneficial provisions. It would have raised the income tax exemption for retirement income from \$20,000 to \$100,000 per couple. There would have been an income tax deduction for charitable contributions as well, which would have encouraged greater charitable giving, including by many small business owners looking to help local food banks and other worthy charities. The final provision would have increased the Earned Income Tax Credit, which would have helped alleviate the pain of the gas tax for low income workers.

Unfortunately, at the last minute Governor Christie decided to finally take a position on the issue, after ignoring it for 2 years, and came up with a plan to lower the sales tax from 7% to 6% and increase the gas tax 23¢. While the plan passed the General Assembly with no hearings in the middle of the night an hour after it was unveiled, there was no support for it in the state Senate.

NJGCA does not support this new plan. While the Sarlo-Oroho plan would have finally eliminated the estate tax, this new plan does not touch it. It also blows a significantly bigger hole in the general fund than the Sarlo-Oroho bill. That huge deficit, which the next governor would have to deal with, would lead to increases in the income tax, the corporation

business tax, and perhaps the repeal of the sales tax reduction, and worse even the addition of sales tax to fuel that we have worked so hard to kill, only with the revenue going to the general fund and not to the roads.

On July 1st, the TTF ran out of borrowing authority and does not have the revenue to cover further construction projects. Because there is some money left in its accounts, it will be able to operate until mid-August. Now legislators are rushing to come up with a compromise plan of some kind. At the time of this writing, no one is sure what that will entail. It may be a lesser gas tax increase, it may be a smaller sales tax cut, it may be raising the estate tax threshold somewhat, or perhaps a proposal that has not yet been discussed. One legislator called for more borrowing until a new governor could be elected, who would likely increase the gas tax the same amount but cut no taxes at all.

There are a few other technical provisions of the proposed fuel tax increase. It will also apply to diesel fuel, although the tax on diesel will be about 5¢ per gallon higher than the tax for gas. The increase for diesel though is going to have a delayed implementation. While the gas tax increase will take effect almost immediately, the diesel tax increase will be delayed for six months, and then only partially enacted for 6 months after that. This is to help truckers, who have already signed contracts and are not able to pass on the increased cost in fuel if the diesel tax increase were to happen immediately.

There is also a separate bill tied into the TTF discussions, which would allow distributors to receive a refund or tax credit on the increased fuel tax if the station they sold it to went out of business without paying them. This provision, which was advocated for by our allies at the Fuel Merchants Association, would lessen the financial risks dealers have in distributing fuel, the benefits of which will trickle down to retailers. NJGCA supported this bill.

Most citizens are concerned about where the money from any increase would go. Thankfully, this November there will be a constitutional amendment on the ballot for the public's approval that will legally require all revenue raised from the gas taxes go to the TTF. It is expected to pass overwhelmingly.

If a compromise can be agreed to, expect it to move through the Legislature very fast and become law not long after being passed. It is extremely important that you continue to monitor your email for alerts from NJGCA, as all proposals to raise the gas tax include a "floor tax" that requires every station to report to the government how much fuel they have in the ground at the time the new tax rate goes into effect, and then write the government a check for whatever the increase is.

#### NJGCA ON THE ROAD • 17 • JULY 2016



# Are You Ready to Comply with New UST Regs?

Edward S. Kubinsky Jr., Director of Regulatory Affairs, Training and Certification

In October 2015, the US EPA promulgated new regulations for operating and maintaining underground storage tanks. This was the first time these regulations have been updated since 1988. With these new regulations came requirements for more equipment tests and inspections that owners will need to have routinely completed by their testing service providers on an ongoing basis. The good news is that for most of these new requirements, owners in NJ will probably have until October 13, 2018 to get their first round of testing and inspections completed. NJ DEP does not have state program approval from US EPA for their tank regulations so these new EPA regulations are in effect now along with the current NJ DEP UST regulations! Start thinking and planning on how you will comply now and don't wait until the very last minute to try and schedule the required work. Think about your upcoming compliance testing dates in 2017 and have a conversation with your preferred service provider about making sure you get your new tests completed on time.

I'd like to first talk quickly about making sure that you're using a properly licensed tester to do your work. NJ DEP requires both companies and individuals that are performing UST activities to be licensed. There are several categories of activities that require NJ DEP licensing to perform work on regulated USTs including tank tester, cathodic protection tester, installer, closure, subsurface evaluator and several others. Both the company and individual must be licensed in the categories of work that they're doing. It's your responsibility as an owner to ensure that the people and companies you hire to do work are properly licensed. Reputable companies are happy to provide a copy of their certifications as proof and often times their credentials will be on their service reports. Only use properly licensed companies.

Now let's gets into what you're going to need to get done by October 13, 2018.

1. Spill Bucket Testing – The spill containment bucket located where the tanker delivery vehicle hooks up to deliver fuel to your USTs will need to be tested every 3 years. This can be done by a hydrostatic test or a vacuum test. Talk to your testing service provider about which test they would perform. And make sure that if they are performing a hydrostatic test that they will be careful not to allow water to get into your USTs while performing the test and that they properly dispose of the water after the tests are completed. 2. Overfill Equipment Testing/Inspection – your primary overfill device will need to be inspected and tested for proper operation every 3 years. This will require that you inform your testing service provider what your primary method of overfill protecion is for your UST system. It will require that your tester remove the device from the tank, inspect it and measure the device to verify that it is set at the proper height in the tank to prevent an overfill. There are 3 types of overfill devices:

- 1. Automatic Shutoff Device, aka flapper valve (set no higher than 95% tank capacity)
- 2. Outside Audible/Visual Overfill Alarm (usually tied into your tank gauge and must be set to alarm no higher than 90% tank capacity)
- 3. Ball Floats, aka flow restrictors (set to restrict flow no higher than 90% tank capacity)
  - Note #1 about ball floats if your service provider discovers that your ball float is no longer functioning properly, you will need to go to a different method of overfill protection for that tank (see option (a) or (b) above). Ball floats may no longer be installed in new tank systems as the primary means of overfill and they may not be repaired or replaced if they are the primary method of overfill protection for UST systems. Existing ball floats installed prior to 10/13/15 may continue to be used if they are found to be functional.
    - Note #2 about ball floats ball floats are not compatible with all UST systems. They are not compatible with:
      - 1. Coaxial stage I vapor recovery
      - 2. Suction piping with air eliminators
      - 3. Pressurized deliveries
      - 4. Remote fill piping

3. STP Containment Sump & UDC Containment Sump Testing – if you have double-wall piping and you are registered as using interstitial monitoring as your primary form of release detection for your piping, you will need to test your tank top and under-dispenser containment sumps every 3 years. This will require your tester to basically fill your sumps with water, monitor the level for 1 hour and then remove the water from the sumps. This will be a complicated and costly test. You will need to make sure that your tester is properly disposing of the test liquids by either removing the liquid immediately following the test or contacting a vac truck to come and remove the test liquid. This will probably be the most painful part of the new regulations. When these tests fail, repairs are costly. There are options, however. Talk to your compliance testing company or a consultant about re-registering your UST system with an alternative method of leak detection for your piping such as annual line tightness testing. This may alleviate you from having to perform containment sump testing.

4. Leak Detection Equipment Testing – if you have an automatic tank gauge, sensors and automatic line leak detectors, all of this equipment will need to be inspected and tested annually to make sure it is all functioning properly. Your service provider will make sure the tank gauge is set up properly, the sensors are positioned properly and working and line leak detectors are capable of detecting a leak in your piping.

Now let's discuss the standard by which these tests will need to be done. In August 2012, in anticipation of these new federal regulations, PEI (Petroleum Equipment Institute) published "PEI RP 1200-12 Recommended practices for the Testing and Verification of Spill, Overfill, Leak Detection and Secondary Containment Equipment at UST Facilities." This document explains how all these new tests should be performed. You, as the owner, should be somewhat familiar with the standard and you should also ensure that your testing service provider is very familiar with the standard. It explains how the tests should be performed and even has forms that can be used to properly document these tests. In conclusion, if you thought it was tough to comply with environmental rules in the past, it isn't getting any easier. There's a lot more coming your way in the not-so distant future that you'll need to stay on top of in order to comply with these ever-changing rules and regulations. Align yourself with companies that understand these new rules, that can assist you in navigating the rules and help you manage your compliance needs preventing potential inspection violations and financial penalties.

### Helpful Information and Free Downloads From US EPA:

Brochure: <u>https://www.epa.gov/sites/production/files/2015-09/</u> documents/implementbrochure091515.pdf

O & M: <u>https://www.epa.gov/sites/production/files/2016-02/</u> documents/om final 2-17-16 508 0.pdf

Ed Kubinsky, Crompco's Director of Regulatory Affairs, Training and Certification, has been serving the petroleum industry for over 25 years. A former teacher, Mr. Kubinsky began his long career as a UST Field Technician, and has evolved into one of the industries foremost experts on today's regulatory environment; routinely consulting with PEI, and numerous state associations and environmental agencies throughout the United States. Ed can be reached at 610-276-5914 or <u>ed.kubinsky@crompco.com</u>





NJGCA has seen many legislative successes over the past few years. We'd like to take some time to tell you a little bit about the men and women who have been instrumental in helping your small business prosper.



#### **Senator Steve Oroho**

Sen. Oroho, a Republican, has served in the state Senate since 2008. His district consists of the entirety of Sussex County, about half of Warren County, and Mount Olive in Morris County. He was overwhelmingly reelected in 2013 by a more than 2-1 margin. He serves on the influential Senate Budget & Appropriations Committee, as well as the Economic Growth Committee and the State Government, Wagering, Tourism & Historic Preservation Committee.

In his time in the Statehouse Sen. Oroho has been particularly concerned with the big picture issues that affect our state and its high cost, sluggish economy. He has become well-known for regularly highlighting an academic study from Boston College which shows that \$70 billion in wealth abandoned New Jersey between 2004 and 2009, after a series of significant tax increases took effect. You probably know someone who has decided to move to another state to escape the crushingly high cost of living here, indeed you may be thinking about doing it yourself. Every time the legislators in Trenton start discussing yet another tax increase, Sen. Oroho is one of the first to take a stand in opposition.

Sen. Oroho has proven to be one of the most thoughtful legislators in the Statehouse. He was the key player in the recent tax reform bill which would have allowed the gas tax to increase, but only with a series of other necessary tax reforms. The most important of these was elimination of the New Jersey estate tax, which crushes the families of small business owners.

Our state's high death taxes are one the most powerful forces driving people away from this state, and Sen. Oroho has been a longtime advocate of eliminating or reducing them. I have no doubt that without his involvement in the issue we would have seen a bigger gas tax increase, with no accompanying tax reductions.

As a certified financial planner, he knows the importance of keeping your finances balanced. He is a true fiscal conservative in that he understands that constantly increasing state debt can be as costly and unfair as increasing our taxes.

NJGCA again thanks Senator Oroho for all her support for the small business owners of this state. We look forward to continuing to work with him for a long time to come.



#### WHO IS AFFECTED BY THIS INITIATIVE?

Facilities in certain industrial classifications, defined by North American Industry Classification System (NAICS) Codes, are required to submit an annual Community Right to Know Survey (CRTK Survey) under the Worker and Community Right to Know regulations at N.J.A.C. 7:1G.

#### WHY IS DEP ISSUING THIS ADVISORY?

The CRTK Survey for 2015 was due on March 1, 2016. The Department believes that a significant number of regulated entities did not submit the annual CRTK Survey because they either believed they were exempt from reporting requirements or they had difficulty setting up their online account to submit a CRTK Survey. Therefore, the Department is clarifying that a regulated entity can ONLY be Exempt from CRTK Reporting Requirements AFTER Submitting Initial Notification to the Department of Such Status. Entities that believe they are Exempt may submit a CRTK Reporting Exemption Form in lieu of having to set up an online account and submit a CRTK Survey.

#### WHAT IS DEP DOING?

DEP will be initiating enforcement action against all entities that have not submitted their CRTK Survey for reporting year 2015 or have not provided the initial notification described above. This enforcement action could result in the issuance of a \$1,000 penalty. DEP is encouraging facilities to comply with the reporting requirements by submitting either a CRTK Survey or an Exemption Form. If you submit an exemption form and the Department determines you are not exempt, you will be notified and you will be required to submit a CRTK Survey.

#### WHAT SHOULD I DO?

1) Determine if your facility has a regulated NAICS Code by going to <u>http://www.nj.gov/dep/enforcement/</u><u>opppc/rtknaics.pdf</u>.

2) Use the following links to determine if environmental hazardous substances were present, and in what quantities, in 2015. Unless otherwise stated in below links the Reporting Quantity is 500 pounds.

a. <u>http://www.nj.gov/dep/enforcement/opppc/</u> <u>crtk/ehsalpha.pdf</u> (alphabetical order)

b. <u>http://www.nj.gov/dep/enforcement/opppc/</u> <u>crtk/ehscasno.pdf</u> (CAS number order)

3) You must submit a CRTK Reporting Exemption Form, located at <u>http://www.nj.gov/dep/opppc/crtk/</u> <u>crtkrptexemptfm.html</u>, if one of the following applies: a. If you determine that your facility is in a regulated NAICS Code and NO environmental hazardous substances were present in 2015, or **WERE PRESENT, BUT BELOW THE APPLICABLE REPORTING THRESHOLDS;** 

b. If you determine that your facility is in a regulated NAICS Code **AND YOU MEET THE DEFINITION OF AN UNSTAFFED SITE,** as defined at N.J.A.C. 7:1G1.2 (h)); or

c. If you determine that your facilities are in a regulated NAICS Code and **ALL FACILITIES YOU OWN IN NJ** conduct administrative office functions only.

4) You must submit a CRTK survey if you determine that your facility is in a regulated NAICS Code and environmental hazardous substances were present during 2015 that were ABOVE the reporting thresholds.

#### HOW TO SUBMIT THE 2015 CRTK SURVEY

It is important to note that the preparation and the submission of an electronic CRTK Survey is mandatory. 1) First go to http://www.nj.gov/dep/online.

2) If you are not a registered user click on "Request Access to NJDEP Online" and follow the instructions. If you are already a registered user, log in to your account.

3) Define the regulatory programs in your user profile that you will transact business with.

4) Access and complete the CRTK Survey for your company's facility sites.

#### WHO SHOULD I CONTACT WITH QUESTIONS?

Please contact the Bureau of Local Environmental Management & Right to Know at (609) 292-6714 or (609) 292-1305 with any questions.

#### WHERE CAN I GET MORE INFORMATION?

For the list of regulated NAICS codes and environmental hazardous substances, the definition of an Unstaffed Site, and to access the CRTK Reporting Exemption Form, please go to the DEP Community Right to Know program web site <u>http://www.nj.gov/</u> <u>dep/enforcement/crtk.html.</u>

Please note this advisory is intended to be a summary explanation of a department initiative. It does not include all potentially applicable requirements. If you have any questions related to compliance with this initiative, please contact the Enforcement number listed above.

#### THE NJGCA MEMBER BENEFIT PARTNER PROGRAM

NJGCA has been working hard to bring you and your business value through our Member Benefit Partners (MBPs). Hopefully, you are already taking advantage of many money-saving plans offered by our Member Benefit Partners. We are excited about the brochure, and the great opportunities that you will have to save money with these partners!

#### Here is a list of our current MBPs:

ABLE-TECH - Computers, Financial Management, Video Security Systems **AFFINITY FEDERAL CREDIT UNION - Financing, Mortgages** ALFA-TRONICS - Pump & Tank Monitoring Services, Dispenser Security Specialists ALPHA CARD - Payroll and ATM Services AMATO INSURANCE AGENCY - Business, Garage Liability, Home and Auto Insurance **ARCHER & GREINER - Legal Services ASSOCIATION MASTER TRUST (AMT) - Health Coverage** ATS ENVIRONMENTAL SERVICES - Tank & Vapor Testing, NJDEP Compliance **AUTOPART INTERNATIONAL - Premium Parts Supplier AUTOMOTIVE TRAINING INSTITUTE (ATI) - Education for a More Profitable Business BELLOMO FUELS - Gasoline and Diesel Supplier BRENNAN LAW - Environmental Law Specialists BUCKEYE ENERGY SERVICES, LLC - Gasoline and Diesel Supplier C-3 TECHNOLOGIES - Tank and Vapor Testing, NJDEP Compliance** COLE, SCHOTZ, MEISEL, FORMAN & LEONARD - Legal Services **CROMPCO** - Tank & Vapor Testing, NJDEP Compliance **DANA TANK INSURANCE SPECIALISTS - Underground Storage Tank Insurance ENERGY MARKETING PARTNERS, INC. - Gasoline and Diesel Supplier ENVIRONMENTAL ALLIANCE, INC. - Environmental Remediation & LSRP Services ENVIRONMENTAL & GEOTECHNICAL SERVICES - Environmental Remediation & LSRP Svcs GILL ENERGY** - Gasoline and Diesel Supplier HAROLD LEVINSON ASSOCIATES - Convenience Store Distributor **HOUGH PETROLEUM - Gasoline, Diesel, Motor Oil & Lubricants Supplier** LIBERTY / EWING OIL - Gasoline and Diesel Suppliers MARC LAW - Legal Services **MEADOWBROOK INSURANCE GROUP** - Workers Compensation Insurance **MERCHANT PRO EXPRESS** - Credit Card Processing & Consulting MITCHELL1 - Shop Management System, OEM Information P.F.I. INC. / NORTHWEST PETROLEUM - Gasoline and Diesel Supplier PALISADES FUEL - Gasoline and Diesel Supplier **PM ENVIRONMENTAL - Environmental Remediation & LSRP Services PNC BANK - Full Service Commercial Banking** PPC LUBRICANTS/CASTROL OIL - Motor Oil and Lubricant Supplier **PRESTIGE ENVIRONMENTAL - Environmental Remediation & LSRP Services PRESTIGE PETROLEUM - Gasoline and Diesel Supplier** SALOMONE BROS. INC. - Tank and Pump Replacement & Generator Installation & Service **SERVICE STATION VENDING EQUIPMENT -** Service Station Vending, Air & Vacuum Systems **SPARK CONTRACTORS - Tank and Pump Replacement & Generator Installation & Service** T & R OIL COMPANY - Gasoline and Diesel Suppliers TMP ENERGY SOLUTIONS - Discounted Electricity and Natural Gas **TRINITY SOLAR -** Solar and Generator Power **UNIFIRST** - Uniform Service and Station Supplies **UNITY BANK - Full Service Commercial Banking** USA BUSINESS LENDING - Commercial Financing

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