

**NJ MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT FUND
OPEN MINUTES
MEETING OF NOVEMBER 20, 2013
ATLANTIC CITY, NEW JERSEY
12:00 PM**

Meeting called to order by Thomas Nolan. The Open Public Meeting Notice was read into the record.

ROLL CALL OF EXECUTIVE COMMITTEE:

Chairman:	Monmouth	Thomas Nolan	Present
Secretary:	Camden	Joe Wolk	Present
Executive Committee:	NJUA	Jerry Cevetello	Present
	South Bergen	Peggy Thomas	Present
	Ocean	Paul Shives	Present
	Morris	Frank Wilpert	Present
	Burlco	Richard Brook	Present
	Central	Robert Landolfi	Present
Alternates:			
	#1 Bergen	TBD	Absent
	#2 Sub Essex JIF	Joe Catenaro	Present
	#3 Sub-Muni	Jim Gildea	Absent
	#4 PMM	Scott Carew	Absent
	#5 Trico	Robert Law	Present

APPOINTED OFFICIALS PRESENT:

Executive Director/ Administrator	Perma Risk Management Services	James Kickham	Present
Attorney	Dorsey & Semrau	Fred Semrau, Esq.	Present
Treasurer		Charles S. Cuccia	Present
Underwriting Managers	The Danskin Agency Conner Strong & Buckelew	Cindy Lisa Chuck Casagrande Mike Avalone	Present Present Present
Claims Administrator	King and Petracca	Peter King, Esq.	Present
Environmental Engineering Services	First Environment T&M Associates	Rich Erickson Chris Gulics	Present Absent
Actuary	AON	Chaz Kullman	Absent
Auditor	Nisivoccia, L.L.P.	Francis "Bud" Jones	Absent

OTHERS PRESENT:

Steve Sacco, Perma
Jason Thorpe, Perma
Brad Stokes, Perma
Joe Hrubash, CS&B
Frank Covelli, RMC
Barry VanKat, Wells Fargo
Paul Miola, Burlco/Trico
Don Sciolaro, Waldwick
Addie Schmidt, Shrewsbury Twp.
William Garofalo, Local JIF Treasurer

APPROVAL OF MINUTES: October 16, 2013

Mr. Sacco indicated that the October 16th Closed Minutes would be distributed at the January 2014 E-JIF meeting

MOTION TO APPROVE OPEN MINUTES OF OCTOBER 16, 2013

MOTION: Commissioner Wilpert
SECOND: Commissioner Wolk
VOTE: Unanimous

CORRESPONDENCE :

None.

TREASURER

Mr. Charles Cuccia presented his report and Resolution No. 24-13 approving the November Bill List as follows:

RESOLUTION 24-13 NOVEMBER BILL LIST

FUND YEAR	AMOUNT
2013	\$ 48,958.00
Total	\$ 48,958.00

MOTION TO APPROVE PAYMENT OF BILLS - RESOLUTION NO. 24-13

MOTION: Commissioner Shives
SECOND: Commissioner Landolfi
ROLL CALL VOTE: Unanimous

EXECUTIVE DIRECTOR/ADMINISTRATOR:

2014 FUND REORGANIZATION SCHEDULE – Mr. Sacco indicated that it would be appropriate for the Fund to schedule the Reorganization meeting for 2014. He added that a motion was needed to schedule the meeting.

MOTION TO SCHEDULE THE 2014 REORGANIZATION MEETING FOR THE FUND ON THURSDAY, JANUARY 2, 2013 AT 10:50 AM AT THE FORSGATE COUNTRY CLUB AND ADVERTISE SAME IN ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT.

MOTION:	Commissioner Catenaro
SECOND:	Commissioner Shives
VOTE:	Unanimous

NOMINATING COMMITTEE- Mr. Sacco advised that the Nominating Committee will meet prior to the January 2, 2014 reorganization meeting. He added that the Nominating Committee will present their recommended 2014 slate to the Board at that time.

2013 COMMISSIONER COMPENSATION – Mr. Sacco referred to the 2013 Commissioner attendance record enclosed in the agenda booklet. He also referred to the voucher enclosed in the agenda booklet and asked the Commissioners present to complete it.

RFQ FOR DEFENSE ATTORNEY – Mr. Sacco indicated that the RFQ was returnable to the Fund office on November 12, 2013. He added that a formal recommendation for our 2014 defense panel will be made to the Board at the Fund's re-organization meeting in January.

COMMISSIONER PEGGY THOMAS- Mr. Sacco informed the Board that it was Commissioner Thomas's last E-JIF meeting. He added that she has been a great supporter of the Fund and thanked her for her services. The Board wished her luck and gave her a round of applause.

ATTORNEY:

Mr. Semrau indicated that he would like to give a brief summary of the 2013 year. He noted that year is highlighted by the possible conclusion of the Newark Bay litigation. Mr. Semrau added that the attorneys wait with anticipation for the Kiddie Kollege decision from the Appellate Division. Lastly, he noted that the Fund did very well dealing with the Environmental Engineer situation.

UNDERWRITING MANAGERS:

REINSURANCE RENEWAL – Mr. Casagrande informed the Board that Liberty Environmental has issued a renewal quote at a rate of .1045 per person, based on a population of 3,739,075. He indicated that the reinsurance renewal is not quite settled.

Mr. Casagrande added that the negotiations are friendly and he hopes to have an answer shortly.

UGP ASSOCIATED WITH ABOVEGROUND TANKS - Mr. Casagrande advised that the compliance date for current EJIF members was 7/1/2013. After 7/1/2013, new EJIF members AND current members that acquire the above described system must demonstrate compliance with the standards set forth in order to secure coverage for that system. He added that a number of members have not taken advantage of the reimbursement of up to \$400 for testing. He added that the reimbursement testing is still available.

UST BULLETIN – Mr. Casagrande once again reminded the Board that the EJIF will no longer cover 20+ year old unregulated underground tanks by January 1, 2014. He referred to the annual bulletin sent to the membership enclosed within the agenda booklet. Mr. Casagrande indicated that the bulletin was distributed to the membership in February.

POLICY REWRITE – Mr. Casagrande indicated that the underwriting managers are finalizing the draft policy for submission to Liberty Environmental for review by their in-house counsel. Mr. Kickham asked for a bulletin be sent to the membership outlining the changes in the new policy. Mr. Casagrande indicated that he would have a bulletin sent out.

With nothing further, Mr. Casagrande concluded his report.

CLAIMS:

Mr. Kickham indicated that there were no claims for this meeting.

OLD BUSINESS:

None

NEW BUSINESS:

None

PUBLIC COMMENT:

None

MOTION TO ADJOURN MEETING

MOTION:

Commissioner Cevetello

**SECOND:
VOTE:**

Commissioner Shives
Unanimous

Meeting Adjourned: 12:20 PM

Next Meeting:

**January 2014
Jamesburg, NJ**

Respectfully submitted,

Prepared by Jason D. Thorpe, Assistant Secretary

**NEW JERSEY MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT FUND
BILLS LIST**

Resolution No. 24-13

NOVEMBER 2013

WHEREAS, the Treasurer has certified that funding is available to pay the following bills:

BE IT RESOLVED that the New Jersey Municipal Environmental Risk Management Fund's Executive Board, hereby authorizes the Fund treasurer to issue warrants in payment of the following claims; and

FURTHER, that this authorization shall be made a permanent part of the records of the Fund.

FUND YEAR 2013

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
000152			
000152	PERMA RISK MANAGEMENT SERVICES	POSTAGE FEE 10/2013	26.22
000152	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR - 11/2013	19,875.52
			19,901.74
000153			
000153	CHARLES CUCCIA	TREASURER FEE 11/2013	1,490.78
			1,490.78
000154			
000154	PRINCETON PUBLIC AFFIARS GROUP	PROFESSIONAL SERVICES - 10/6-11/4/13	4,500.00
			4,500.00
000155			
000155	DANSKIN INSURANCE AGENCY INC	UNDERWRITING MANAGER FEE 11/2013	16,960.00
000155	DANSKIN INSURANCE AGENCY INC	RENEWAL GENERAL LIABILITY POLICY - 11/13	1,021.50
			17,981.50
000156			
000156	CAPE MAY COUNTY MUA	REIMB UNDERGROUND PIPE TESTING	325.00
			325.00
000157			
000157	CHERRY HILL TOWNSHIP	REIMB UNDERGROUND PIPE TESTING	555.00
			555.00
000158			
000158	LOWER ALLOWAYS CREEK TWP	REIMB FOR UNDERGROUND PIPE TESTING	2,600.00
			2,600.00
000159			
000159	ROCHELLE PARK TOWNSHIP	REIMB FOR UNDERGROUND PIPE TESTING	400.00
			400.00
000160			
000160	MUNICIPAL EXCESS LIABILITY JIF	1/3 OF MEETING COST 9/4/13	1,006.67
			1,006.67
000161			
000161	ALLSTATE INFORMATION MANAGEMNT	DEPT: 736 - ACT & STOR - 9/30/2013	16.81
			16.81
000162			
000162	SPARK CREATIVE GROUP LLC	WEBSITE MANAGEMENT 08/13-09/13	180.50
			180.50

Total Payments FY 2013

48,958.00

TOTAL PAYMENTS ALL FUND YEARS \$ 48,958.00