

**NJ MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT FUND
OPEN MINUTES
MEETING OF OCTOBER 19, 2022
FORSGATE COUNTRY CLUB
JAMESBURG, NJ
10:50 AM**

Meeting called to order by Chairman Rutkowski. The Open Public Meeting Notice was read into the record.

Pledge of Allegiance

ROLL CALL OF EXECUTIVE COMMITTEE:

Chairman:	NJUA	Bernie Rutkowski	Present
Secretary:	PMM	Thomas Merchel	Present
Executive Committee:	Burlco	Meghan Jack	Present
	Sub Metro	Joe Catenaro	Present
	Monmouth	Thomas Nolan	Present
	Camden	Joe Wolk	Present
	South Bergen	Greg Franz	Present
	Trico	Robert Law	Present
Alternates:			
	#1 Bergen	Paul Tomasko	Present
	#2 Ocean	Veronica Laureigh	Absent
	#3 Central	William Northgrave	Absent
	#4 Sub-Muni	Megan Champney Kweselait	Present
	#5 Morris	Brian McNeilly	Present

APPOINTED OFFICIALS PRESENT:

Executive Director/ Administrator	PERMA Risk Management Services	Stephen Sacco	Present
Attorney	Dorsey & Semrau	Fred Semrau, Esq.	Present
Treasurer		Charles S. Cuccia	Present
Underwriting Managers	The Danskin Agency Conner Strong & Buckelew	Chuck Casagrande Mike Avalone	Present Present
Claims Administrator	King Moench & Collins	Peter King, Esq.	Present
Environmental Engineering Services	First Environment	Rich Erickson	Present
Actuary	AON	Chas Kullman	Present
Auditor	Nisivoccia, L.L.P.	Francis "Bud" Jones	Absent

OTHERS PRESENT:

Paul Miola, RPM
Paul Shives, JAM
Ezio Altamura, RMC
Don Sciolaro, PIA
Richard Hirsch, Atlantic JIF
John Casagrande, Danskin Insurance
Alison Kelly, Danskin Insurance
Chris Botta, CB Claims
Laura Sable, CB Claims
Jonathon Tavares, Conner Strong & Buckelew
Kyle Mrotek, The Actuarial Advantage
David Grubb, PERMA
Joseph Hrubash, PERMA
Brad Stokes, PERMA
Pauline Kontomanolis, PERMA
Nancy Ghani, PERMA
Sandra Cantwell, PERMA

APPROVAL OF MINUTES: September 7, 2022

MOTION TO APPROVE OPEN MINUTES OF SEPTEMBER 7, 2022

MOTION: Commissioner Catenaro
SECOND: Commissioner Wolk
VOTE: Unanimous

CORRESPONDENCE

Department of Banking and Insurance - Dividend Refund Approval.

TREASURER

Mr. Cuccia presented his report, Resolution No. 26-22 approving the October Bill List as follows:

RESOLUTION 26-22 - OCTOBER BILL LIST

FUND YEAR	AMOUNT
2022	\$ 109,141.95
Total	\$ 109,141.95

MOTION TO APPROVE PAYMENT OF BILLS - RESOLUTION NO. 26-22

MOTION: Commissioner Merchel
SECOND: Commissioner Law
ROLL CALL VOTE: Unanimous

EXECUTIVE DIRECTOR/ADMINISTRATOR:

2023 PROPOSED BUDGET - Mr. Sacco reported that during the September Executive Committee meeting, the Fund introduced a budget for Fund year 2023. He advised that in accordance with the regulations, the budget has been advertised in the Fund’s official newspaper and sent to each member JIF. Mr. Sacco said the Public Hearing for the budget will be held at this meeting and referred to the budget in the agenda, which is slightly more than introduced last month, due to a change in membership. Also enclosed in the agenda is the assessments.

MOTION TO OPEN THE PUBLIC HEARING ON THE 2023 BUDGET.

MOTION: Commissioner Tomasko
SECOND: Commissioner Catenaro
VOTE: Unanimous

Discussion of budget & assessments.

MOTION TO CLOSE THE PUBLIC HEARING AND ADOPT THE PROPOSED BUDGET FOR THE NEW JERSEY MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT JOINT INSURANCE FUND FOR FUND YEAR 2023 AND CERTIFY THE ANNUAL ASSESSMENTS, BASED UPON THE ADOPTED 2023 BUDGET FOR MEMBER JOINT INSURANCE FUNDS

MOTION: Commissioner Merchel
SECOND: Commissioner Law
ROLL CALL VOTE: Unanimous

QPA 2023 RENEWAL – Mr. Sacco referred to the E-JIF’s Qualified Purchasing Agent’s (QPA) proposal for the 2023 fund year enclosed within the agenda packet and if there were any questions or comments on the proposal. Hearing no questions or comments, Mr. Sacco asked for a motion to authorize the contract renewal.

MOTION TO AUTHORIZE THE RENEWAL OF THE CANNING GROUP, INC. PROFESSIONAL SERVICES CONTRACT, WITHOUT COMPETITIVE BIDDING TO SERVE AS THE FUND’S QUALIFIED PURCHASING AGENT IN FUND YEAR 2023 AT A FEE NOT TO EXCEED \$5,000.

MOTION: Commissioner Merchel
SECOND: Commissioner Law
ROLL CALL VOTE: Unanimous

NEXT MEETING- Mr. Sacco said the next meeting of the EJIF is scheduled for November 9, 2022, at 9:30am via Zoom.

FINANCIAL FAST TRACK – Mr. Sacco referred to Financial Fast Track as of June 30, 2022 enclosed within the agenda booklet. He reported that the statutory surplus stands at \$24 million and noted that the Fund is in excellent financial shape.

ATTORNEY:

Mr. Semrau said the litigation on the Newark Bay II Federal case is greatly streamlined due to the advantage of the work that was completed on the Newark Bay I State Litigation and we should see a conclusion on this case next year. He will continue to keep the Board updated. Mr. Semrau gave kudos to the fund professionals for being able to hold the budget below a 1% increase especially in the current environment.

UNDERWRITING MANAGERS:

Mr. Casagrande said the coverage changes regarding PFOS has been posted on the Fund website. The renewal negotiations with the excess carriers are underway and the process will be completed soon.

Mr. Casagrande said the UST Policies for 2023 will be distributed in mid-December and reminded members they will need to have the full policy to present to the state should there be an inspection. A certificate is no longer accepted.

ENVIRONMENTAL ENGINEER:

Mr. Erickson said the Stormwater seminar presented earlier this month is now posted on the Fund website. Both a Zoom recording and the PowerPoint slides are available. The DEP has all comments on permits and he expects to finalize by end of November / beginning of December. The first permit video is posted on the MSI website and provides an overview.

ACTUARY

Mr. Kullman said they have completed the IBNR estimates for September and sees no changes in the ultimate loss estimates during the 3rd quarter.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

MEETING OPENED TO PUBLIC FOR COMMENT:

None.

CLAIMS COMMITTEE

Mr. Sacco said there are no claims to review today.

MOTION TO ADJOURN MEETING

MOTION: Commissioner Jack
SECOND: Commissioner Law
VOTE: Unanimous

Meeting Adjourned: 11:08 AM

Next Meeting:

November 9, 2022 at 9:30am
Zoom Virtual Meeting

Respectfully submitted,
Sandra Cantwell, Assistant Secretary

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

Resolution No. 26-22

October 2022

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 2022

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
001829			
001829	PERMA RISK MANAGEMENT SERVICES	POSTAGE 8/22	14.36
001829	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEE 10/22	27,953.75
			27,968.11
001830			
001830	DORSEY & SEMRAU	ATTORNEY FEE 10/22	7,571.33
			7,571.33
001831			
001831	CHARLES CUCCIA	TREASURER FEE 10/22	1,775.42
			1,775.42
001832			
001832	PRINCETON PUBLIC AFFAIRS GROUP	GOVERNMENTAL AFFAIRS REP. 9/22	3,750.00
			3,750.00
001833			
001833	DANSKIN INSURANCE AGENCY INC	UNDERWRITING MANAGER FEE 10/22	22,140.50
			22,140.50
001834			
001834	AON RISK CONSULTANTS, INC.	ACTUARY SERVICES - 3RD QUARTER 2022	15,625.00
			15,625.00
001835			
001835	FIRST ENVIRONMENT, INC.	PROFESSIONAL SERVICES FOR PE 8.31.22	29,429.33
			29,429.33
001836			
001836	THE CANNING GROUP LLC	QPA SERVICES 9/1/22-9/30/22	416.67
001836	THE CANNING GROUP LLC	QPA SERVICES 8/1/22-8/31/22	416.67
			833.34
001837			
001837	ACCESS	ACCT #736 - ARC. AND STOR. - 5.31.22	48.92
			48.92
		Total Payments FY 2022	109,141.95
		TOTAL PAYMENTS ALL FUND YEARS	109,141.95

Chairperson: _____

Attest: _____

Dated: _____

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims.

Treasurer