

**NJ MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT FUND
OPEN MINUTES
MEETING OF October 18, 2023
FORESTGATE, NJ
10:50 AM**

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

Pledge of Allegiance.

ROLL CALL OF EXECUTIVE COMMITTEE:

Chairman:	NJUA	Bernie Rutkowski	Present
Secretary:	PMM	Thomas Merchel	Present
Executive Committee:	Burlco	Meghan Jack	Present
	Monmouth	Thomas Nolan	Present
	Camden	Joe Wolk	Present
	South Bergen	Greg Franz	Present
	Ocean	Veronica Laureigh	Absent
	Central	William Northgrave	Absent
Alternates:			
	#1 Bergen	Paul Tomasko	Present
	#2 Suburban Municipal	Megan Champney	Present
	#3 Morris	Brian McNeilly	Present
	#4 Suburban Metro	Steve Rovell	Absent
	#5 TRICO	Michael Razze	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, LLP	Peter King, Esq.	Absent
Environmental Engineering Services	First Environment	Rich Erickson	Present
Actuary	AON	Chas Kullman	Present

OTHERS PRESENT:

Dave Grubb, PERMA
Joseph Hrubash, PERMA
Cate Kiernan, PERMA
Brad Stokes, PERMA
Pauline Kontomanolis, PERMA
Nancy Ghani, PERMA
Brandon Tracy, PERMA

Gerard Torsiello, PERMA
Sandra Cantwell, PERMA
Ed Cooney, Conner, Strong & Buckelew
Jackie Lindsay, Conner, Strong & Buckelew
Katie Walters, Conner, Strong & Buckelew
Paul Bent, Pathways Government Relations
Paul Shives, JA Montgomery
Charles Casagrande, Danskin Agency
John Casagrande, Danskin Agency
Alison Kelly, Danskin Agency
Claudia Acosta, Qual-Lynx
Ezio Altamura, GJEM-Otterstedt Agency
Matt McArow Jr., GJEM-Otterstedt Agency
Frank Covelli, PIA
Paul Miola, PJM Consultants

APPROVAL OF MINUTES: September 15, 2023

MOTION TO APPROVE OPEN MINUTES OF SEPTEMBER 15, 2023

MOTION: Commissioner McNeilly
SECOND: Commissioner Nolan
VOTE: 10 Ayes

CORRESPONDENCE

None

TREASURER

Mr. Cuccia presented his report, Resolution 26-23 confirming the October Bill List as follows:

RESOLUTION 26-23 OCTOBER BILL LIST

FUND YEAR	AMOUNT
2022	\$10,423.00
2023	\$101,442.00
Total	\$111,865.00

MOTION TO APPROVE PAYMENT OF BILLS - RESOLUTION NO. 26-23

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

Treasurer said in regard to JCMI, the yield maturity is at 5.0.

EXECUTIVE DIRECTOR/ADMINISTRATOR:

Executive Director said during the September Executive Committee meeting, the Fund introduced a budget for Fund year 2024. 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. The Public Hearing

for the budget will be held at this meeting and referred to the budget included in the agenda. Also enclosed in the agenda are the assessments.

MOTION TO OPEN THE PUBLIC HEARING ON THE 2024 BUDGET.

MOTION: Commissioner Nolan
SECOND: Commissioner Merchel
VOTE: Unanimous

Discussion of budget & assessments.

MOTION TO CLOSE THE PUBLIC HEARING

MOTION: Commissioner Tomasko
SECOND: Commissioner Nolan
VOTE: Unanimous

MOTION TO ADOPT THE PROPOSED BUDGET FOR THE NEW JERSEY MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT JOINT INSURANCE FUND FOR FUND YEAR 2024 IN THE AMOUNT OF \$4,489,041 AND CERTIFY THE ANNUAL ASSESSMENTS, BASED UPON THE ADOPTED 2024 BUDGET FOR MEMBER JOINT INSURANCE FUNDS

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

2023 Dividend: Executive Director said as authorized by the Executive Committee, the request for approval of the EJIF's \$2,500,000 dividend was filed with the State on September 26, 2023. The Fund office will wait the required 30 days in the event there is a response, however Executive Director is not anticipating any issues.

Membership Presentation: Executive Director said this afternoon the Fund Attorney, Underwriting Manager and Environmental Engineer will be presenting EJIF services to the Atlantic JIF for possible membership. This is the third time the EJIF has made a presentation to the Atlantic JIF. Fund Attorney said they have worked on a very good proposal and presentation. Executive Director then played a recorded song to the tune of 'The Times They are a Changin' with custom lyrics about the upcoming presentation. The song was performed by Eric Harrison, a panel attorney for the JIF and was much appreciated by everyone.

Next Meeting: The next meeting of the EJIF is scheduled for Wednesday, November 8, 2023 at 9:30 AM via audio / video conference call.

ATTORNEY:
No report.

UNDERWRITING MANAGERS:

Underwriting Manager said they are currently negotiating rates with the excess carrier and expect to come in at or under budget. Their office reviews the inspection scores and in the event of a failing score, his office will reach out to Risk Managers and offer assistance to members. Some

of the deductions seen in the lower scores this year are related to the changes in storm water permits.

Underwriting Manager said members received a memo from the Fund Attorney last month via email referencing the class action suit for PFAS exposure and members should review that memo for any steps they might want to take.

ENVIRONMENTAL ENGINEER:

Environmental Engineer said the requirements for storm water permits have had more impact on the municipalities and hence on their inspection scores. There are many changes for both Tier A and B to meet the standards. His team is available and will help members come into compliance. They can help with such tasks as mapping infrastructure, and he encourages members to contact his office. Also members should apply for the grant if they have not done so.

ACTUARY

No report.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

PUBLIC FOR COMMENT:

None.

CLAIMS REVIEW / EXECUTIVE SESSION:

Executive Director said there is no need for claims review.

MOTION TO ADJOURN MEETING

MOTION: Commissioner Tomasko

SECOND: Commissioner Merchel

VOTE: Unanimous

Meeting Adjourned: 11:02 AM

Sandy Cantwell, Assisting Secretary
For Tom Merchel, Secretary

NEW JERSEY MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT FUND BILLS LIST

Resolution No. 26-23

October 2023

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>
001956			
001956	NEW JERSEY UTILITY AUTHORITIES JIF	OVERPAYMENT OF 2022 ASSESSMENT	10,423.00
			10,423.00
		Total Payments FY 2022	10,423.00

FUND YEAR 2023

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
001957			
001957	PERMA RISK MANAGEMENT SERVICES	POSTAGE 09/23	1.89
001957	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR 10/23	28,585.50
			28,587.39
001958			
001958	DORSEY & SEMRAU	FUND ATTORNEY 10/23	7,722.76
			7,722.76
001959			
001959	CHARLES CUCCIA	TREASURER FEE 10/23	1,810.90
			1,810.90
001960			
001960	PRINCETON PUBLIC AFFAIRS GROUP	GOV. AFFAIRS REP 10/23 INV 21636	3,750.00
			3,750.00
001961			
001961	DANSKIN INSURANCE AGENCY	UNDERWRITING MGR FEE 10/23	22,640.92
			22,640.92
001962			
001962	NJ ADVANCE MEDIA	ACCT #XNJEN0555599 9/25/23 24 BUDGET	46.28
001962	NJ ADVANCE MEDIA	ACCT #XNJEN0555599 9/9/23 22 AUDIT	286.20
			332.48
001963			
001963	MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND	REIMB MEL FOR 1/3 MEETING EXPENSES 9/23	1,017.15
			1,017.15
001964			
001964	FIRST ENVIRONMENT, INC.	PROFESSIONAL SERVICES FOR PE 8/31/23	35,121.17
			35,121.17
001965			
001965	THE CANNING GROUP LLC	QPA SERVICES 10/23	416.67
			416.67
001966			
001966	ACCESS	DEPT 736 INV 10427853 8/31/23 FOR SEPT	42.56

42.56

Total Payments FY 2023 **101,442.00**

TOTAL PAYMENTS ALL FUND YEARS **111,865.00**

Chairperson: _____

Attest: _____

Dated: _____

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

Treasurer