

**NJ MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT FUND
OPEN MINUTES
MEETING OF NOVEMBER 16, 2016
ATLANTIC CITY, NEW JERSEY
12:00 PM**

Meeting called to order by Paul Shives. The Open Public Meeting Notice was read into the record.

Pledge of Allegiance

ROLL CALL OF EXECUTIVE COMMITTEE:

Chairman:	Ocean	Paul Shives	Present
Secretary:	Central	Robert Landolfi	Present
Executive Committee:	Sub Essex JIF	Joe Catenaro	Absent
	Monmouth	Thomas Nolan	Present
	Camden	Joe Wolk	Present
	Sub-Muni	Jim Gildea	Absent
	PMM	Scott Carew	Absent
	Trico	Robert Law	Present
Alternates:			
	#1 South Bergen	Greg Franz	Present
	#2 Bergen	Paul Tomasko	Present
	#3 Morris	Jon Rheinhardt	Present
	#4 Burlco	Meghan Jack	Absent
	#5 NJUA	Bernie Rutkowski	Present

APPOINTED OFFICIALS PRESENT:

Executive Director/ Administrator	Perma Risk Management Services	James Kickham Stephen Sacco	Absent 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 and Petracca	Peter King, Esq.	Present
Environmental Engineering Services	First Environment PS&S Engineering	Rich Erickson Chris Gulics	Present Present
Actuary	AON	Chas Kullman	Absent
Auditor	Nisivoccia, L.L.P.	Francis "Bud" Jones	Absent

OTHERS PRESENT:

Brad Stokes, PERMA
Joe Hrubash, PERMA
Cate Kiernan, PERMA
Nancy Ghani, PERMA
Jason Thorpe, PERMA
Matt Mee, PS&S
Ed Cooney, CS&B
Alex DeLuccia, CS&B
Alison Kelly, Danskin
John Casagrande, Danskin
Frank Covelli, PIA
Art Clarke, First Environment
Dawn Sullivan, Dorsey & Semrau
Sue Sharpe, Dorsey & Semrau
Paul Miola, AJG
Paul Forlenza, AJG

APPROVAL OF MINUTES: October 19, 2016

MOTION TO APPROVE OPEN AND CLOSED MINUTES OF OCTOBER 19, 2016

MOTION: Commissioner Nolan
SECOND: Commissioner Law
VOTE: 8 ayes, 0 nays, 1 abstention
 Commissioner Landolfi

CORRESPONDENCE :

None

TREASURER

Mr. Cuccia presented his report and Resolution No. 25-16 approving the November Bill List and Resolution No. 26-16 approving the 2016 Dividend List as follows:

RESOLUTION 25-16 – NOVEMBER BILL LIST

FUND YEAR	AMOUNT
2016	\$ 97,449.96
Total	\$ 97,449.96

RESOLUTION 26-16 – 2016 DIVIDEND LIST

FUND YEAR	AMOUNT
2001	\$ 550,000.00
Total	\$ 550,000.00

MOTION TO APPROVE PAYMENT OF BILLS - RESOLUTION NO. 25-16 AND 2016 DIVIDENDS - RESOLUTION NO. 26-16

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

EXECUTIVE DIRECTOR/ADMINISTRATOR:

2017 FUND REORGANIZATION SCHEDULE - Mr. Sacco indicated that a motion was needed for the Fund to schedule the Reorganization meeting for 2017.

MOTION TO SCHEDULE THE 2017 REORGANIZATION MEETING FOR THE E-JIF ON WEDNESDAY, JANUARY 4, 2017 AT 10:50 AM AT THE FORSGATE COUNTRY CLUB AND ADVERTISE SAME IN ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT.

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

NOMINATING COMMITTEE- Mr. Sacco advised that the Nominating Committee will be meeting prior to the January 4, 2017 reorganization meeting. He noted that their recommend slate will be presented at that time.

38 LAGOON DRIVE PROPERTY SALE – Mr. Sacco referred to Resolution 27-16 enclosed in the agenda booklet which authorizes the sale of 38 Lagoon Drive East, Toms River, NJ. He advised that a motion was needed to adopt the resolution.

MOTION TO ADOPT RESOLUTION 27-16 AUTHORIZING THE SALE OF 38 LAGOON DRIVE EAST, TOMS RIVER, NJ.

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

2016 COMMISSIONER COMPENSATION - Mr. Sacco referred to the attendance record for 2016 enclosed within the agenda booklet along with the payment voucher. He reminded the Board that the Fund adopted resolution #9-16 at its re-organization meeting which authorized the Treasurer to make payments to Fund Commissioners for 2016 meeting attendance.

FINANCIAL FAST TRACK – Mr. Sacco referred to the Year-end Financial Fast Track enclosed within the agenda booklet. He informed the Committee that as of September 30th the Fund’s statutory surplus was just below \$16.4 million.

ATTORNEY:

Mr. Semrau reported that the Mr. Borin has provided he and Mr. King an update on the recoveries process associated with Newark Bay claim. He indicated that he attorneys are close to having settlements on the table and advised that the matter would be discussed further during closed session of the January meeting.

UNDERWRITING MANAGERS:

Mr. Casagrande informed the Board that a Coverage Committee meeting had taken place earlier in the day. He advised that the main topic pertained to the renewal of the Excess policy. He indicated that the Coverage Committee is recommending that the Fund increase its aggregate excess limits to 9 million from the current limit of 8 million, with the same retention. Mr. Casagrande noted that the increase is within the budgeted amount. He informed the Board that the Fund Actuary was in agreement with the recommendation as the premium amount was within budget. Chairman Shives asked if there were any questions. Hearing none, he asked for a motion to increase the excess policy limit.

MOTION AUTHORIZE THE UNDERWRITING MANAGERS TO RENEW THE FUND'S EXCESS POLICY AND INCREASE THE POLICY LIMIT TO \$9,000,000 AS RECOMMENDED BY THE COVERAGE COMMITTEE.

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

Lastly, Mr. Casagrande reported the Storage Tank Policy has been submitted and is still being reviewed by Liberty's coverage counsel.

ENVIRONMENTAL ENGINEERING:

Mr. Erickson informed the Board that DEP may be scheduling a public meeting on the Storm-water program in January.

Mr. Gulics indicated that he had nothing to report.

ACTUARY

Mr. Sacco advised that Mr. Kullman was not in attendance.

OLD BUSINESS:

None.

NEW BUSINESS:

None

MEETING OPENED TO PUBLIC FOR COMMENT:

No public comments were made.

PUBLIC COMMENT PORTION OF THE MEETING CLOSED

MOTION TO ADJOURN MEETING

MOTION:	Commissioner Rheindhardt
SECOND:	Commissioner Landolfi
VOTE:	Unanimous

Meeting Adjourned: 12:08 PM

Next Meeting:

**January 2017
Forsgate CC
Jamesburg, NJ**

Respectfully submitted,

Prepared by Jason D. Thorpe, Assistant Secretary

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

Resolution No. 25-16

NOVEMBER 2016

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 2016

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
001022			
001022	PAULUS,SOKOLOWSKI & SARTOR LLC	ENGINEERING SERVICES - 09/2016	35,256.01
			35,256.01
001023			
001023	PERMA RISK MANAGEMENT SERVICES	POSTAGE FEE 10/2016	24.60
001023	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEE 11/2016	20,778.00
			20,802.60
001024			
001024	CHARLES CUCCIA	TREASURER FEE 11/2016	1,577.00
			1,577.00
001025			
001025	PRINCETON PUBLIC AFFIARS GROUP	PROFESSIONAL SERVICES - 10/5/16-11/4/16	3,750.00
			3,750.00
001026			
001026	DANSKIN INSURANCE AGENCY INC	UNDERWRITING MANAGER FEE 11/2016	17,748.00
			17,748.00
001027			
001027	ALLSTATE INFORMATION MANAGEMNT	ACCT: 736 - ACT & STOR - 10/31/2016	23.79
001027	ALLSTATE INFORMATION MANAGEMNT	ACCT: 736 - ACT & STOR 09/30/2016	23.79
			47.58
001028			
001028	FIRST ENVIRONMENT, INC.	PROFESSIONAL SERVICES - 09/2016	15,268.77
			15,268.77
Total Payments FY 2016			97,449.96

TOTAL PAYMENTS ALL FUND YEARS \$ 94,449.96

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

Resolution No. 26-16

NOVEMBER 2016

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 2001

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
001029			
001029	SUB-ESSEX JOINT INSURANCE FUND	2016 DIVIDENDS	20,621.00
			20,621.00
001030			
001030	MORRIS CO. MUNICIPAL J. I. F.	2016 DIVIDENDS	70,045.00
			70,045.00
001031			
001031	NEW JERSEY UTILITY AUTH. JIF	2016 DIVIDENDS	54,661.00
			54,661.00
001032			
001032	BERGEN CO. MUNICIPAL J.I.F.	2016 DIVIDENDS	75,921.00
			75,921.00
001033			
001033	CAMDEN CO. MUNICIPAL J.I.F.	2016 DIVIDENDS	51,329.00
			51,329.00
001034			
001034	SOUTH BERGEN MUNICIPAL J.I.F.	2016 DIVIDENDS	47,841.00
			47,841.00
001035			
001035	P.M.M. JOINT INS. FUND	2016 DIVIDENDS	22,049.00
			22,049.00
001036			
001036	OCEAN CO. MUNICIPAL J.I.F.	2016 DIVIDENDS	76,916.00
			76,916.00
001037			
001037	MONMOUTH CO. MUNICIPAL J.I.F.	2016 DIVIDENDS	43,715.00
			43,715.00
001038			
001038	SUBURBAN MUNICIPAL J.I.F.	2016 DIVIDENDS	23,527.00
			23,527.00
001039			
001039	CENTRAL JERSEY J.I.F.	2016 DIVIDENDS	57,358.00
			57,358.00
001040			
001040	GLOUCESTER, SALEM & CUMBERLAND	2016 DIVIDENDS	6,017.00
			6,017.00

Total Payments FY 2016

550,000.00

TOTAL PAYMENTS ALL FUND YEARS \$ 550,000.00

RESOLUTION NO. 27-16
RESOLUTION OF THE EXECUTIVE COMMITTEE
OF THE NEW JERSEY MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT FUND
AUTHORIZING THE SALE OF CERTAIN LANDS AND PROPERTIES

WHEREAS, the Municipal Environmental Joint Insurance Fund (“EJIF”) is the owner of certain property known as 38 Lagoon Drive East, Block 232.23, Lot 19 in the Township of Toms River, Ocean County, New Jersey; and

WHEREAS, the EJIF desires to make available for public sale said property, with the right of prior refusal to be afforded to adjacent property owners pursuant to N.J.S.A. 40A:12-13.2.

NOW, THEREFORE, BE IT RESOLVED, by the EJIF as follows:

1. The EJIF hereby declares that the property known as 38 Lagoon Drive East, Block 232.26, Lot 19, Township of Toms River, Ocean County, NJ should be sold in accordance with appropriate statutes of the State of New Jersey.
2. The EJIF hereby authorizes the Executive Director to offer said property for sale to the highest bidder by open public sale at auction. The minimum bid shall be \$200,000.
3. The public sale shall take place at the Municipal Offices of the Township of Toms River, 255 Oak Avenue, Toms River, NJ on December 2, 2016, at 10:00 a.m. or as soon thereafter as the matter can be heard and publicly announced, provided the sale is not cancelled.
4. The public sale, if not cancelled, shall take place by open public sale at auction to the highest bidder.
5. The successful bidder at the time of the sale must present cash or a check or money order, payable to the Municipal Environmental Joint Insurance Fund, in an amount that equals 10% of the suggested minimum sales price. This deposit shall be non-refundable. The balance of the purchase price shall be paid to the EJIF no later than sixty (60) days following the acceptance by the EJIF and the tender of marketable title to the purchaser and submitted to the EJIF. The purchaser shall be entitled to possession immediately following closing of title.
6. The EJIF makes no representation as to the title or any other aspects of the land to be sold.
7. The EJIF reserves the right to accept or reject any and all bids at the public sale and not to award to the highest bidder. Such decision will be made by the Executive Director.
8. In the event the EJIF is unable to convey clear and marketable title, insurable at regular rates by a title insurance company authorized to do business in the State of New Jersey, the EJIF shall forthwith return to the purchaser the deposit and neither party shall have any further rights against the other. The acceptance of a deed by the purchaser from the EJIF shall extinguish any claims the said purchaser may have against the EJIF in connection with the quality of title conveyed.
9. All conveyances by the EJIF shall be made by way of a Quit Claim Deed, unless an

adequate title binder prepared at the expense of the purchaser is forwarded to the EJIF prior to the conveyance and discloses that the EJIF holds marketable title in which case a Bargain and Sale Deed with Covenants Against Grantor's Acts will be the form of conveyance. The EJIF will include within its deed a metes and bounds description based upon a survey if a survey and metes and bounds description is obtained by the purchaser.

10. The EJIF reserves the right to waive any and all defects and informalities in any proposal and to accept or reject the highest responsible and responsive bidder deemed to be in the best interests of the EJIF.
11. A public notice of sale shall be published in the EJIF's official newspaper as well as in a newspaper circulating in the municipality in which the property is located at least once a week for two consecutive weeks, the last publication being no earlier than seven (7) days prior to the date set forth for the public sale, which notice shall contain the conditions of this sale in accordance with N.J.S.A. 40A:12-13(a).
12. In the event the successful bidder fails to close on the property, he shall forfeit ten percent (10%) of the purchase price.
13. The resolution shall take effect immediately.

NJ MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT FUND