

**NJ MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT FUND
OPEN MINUTES
MEETING OF OCTOBER 21, 2020
TELECONFERENCE
10:50 AM**

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

Pledge of Allegiance

ROLL CALL OF 2020 EXECUTIVE COMMITTEE:

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

OTHERS PRESENT:

Dave Grubb, PERMA
Joe Hrubash, PERMA
Cate Kiernan, PERMA
Brad Stokes, PERMA
Jason Thorpe, PERMA
Ed Cooney, CS&B
Paul Miola, AJ Gallagher
Alison Kelly, RMC
Frank Covelli, RMC
Ezio Altamura, RMC

APPROVAL OF MINUTES: September 2, 2020

MOTION TO APPROVE OPEN MINUTES OF SEPTEMBER 2, 2020

MOTION: Commissioner Wolk
SECOND: Commissioner Law
VOTE: Unanimous

CORRESPONDENCE

None

TREASURER

Mr. Cuccia presented his report and Resolution No. 22-20 approving the October Bill List as follows:

RESOLUTION 27-20 – OCTOBER BILL LIST

FUND YEAR	AMOUNT
2020	\$ 136,061.73
Total	\$ 136,061.73

MOTION TO APPROVE PAYMENT OF BILLS - RESOLUTION NOS. 27-20

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

EXECUTIVE DIRECTOR/ADMINISTRATOR:

2021 PROPOSED BUDGET - Mr. Sacco reported that during the September Executive Committee meeting, the Fund introduced a budget for Fund year 2021. 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 noted the Public Hearing for the budget will be held at this meeting, referred to the budget as introduced and the proposed assessments, enclosed within the agenda.

MOTION TO OPEN THE PUBLIC HEARING ON THE 2021 BUDGET.

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

Discussion of budget & assessments.

MOTION TO CLOSE THE PUBLIC HEARING.

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

MOTION TO ADOPT A BUDGET FOR THE NEW JERSEY MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT FUND JOINT INSURANCE FUND AS PRESENTED FOR FUND YEAR 2021.

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

MOTION TO CERTIFY ANNUAL ASSESSMENTS, BASED UPON THE ADOPTED 2021 BUDGET FOR MEMBER JOINT INSURANCE FUNDS.

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

EJIF DIVIDEND - Mr. Sacco reported that the request for approval of the EJIF's \$2,500,000 dividend has been filed with the State as authorized by the Executive Committee. He noted that the fund office awaits the State's approval.

QPA 2021 RENEWAL – Mr. Sacco referred to the E-JIF's Qualified Purchasing Agent's proposal for the 2021 fund year enclosed within the agenda packet and if there were any questions on the proposal. Hearing none, 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 2021 AT A FEE NOT TO EXCEED \$5,000.

MOTION: Chairman Tomasko
SECOND: Commissioner Wolk
ROLL CALL VOTE: Unanimous

NEXT MEETING- Mr. Sacco reported that the next meeting of the EJIF is scheduled for November 18, 2020 via Zoom teleconference.

2021 FUND PROFESSIONAL RFPS – Mr. Sacco reported that the Competitive Contract RFP for the Fund Professionals were reviewed and scored by the Evaluation Committee. He noted that the Evaluation

Committee is recommending no changes from the current Fund Professionals and the appointments will be ratified during the January 2021 reorganization meeting.

FINANCIAL FAST TRACK – Mr. Sacco referred to Financial Fast Track as of June 30, 2020 enclosed within the agenda booklet. He reported that the statutory surplus stands at \$23.7 million and noted that the Fund is in excellent financial shape.

ATTORNEY:

Mr. Semrau said that 2020 has been another good year for the E-JIF. He reported that the Fund was notified about an intent for third-parties to sue the E-JIF members involved with the Passaic Valley Sewerage Authority. He added that the potential suit stems from the Newark Bay case. Mr. Semrau advised that various Fund Professionals had a meeting with the Executive Director regarding EJIF members that may be impacted. He indicated that it is the Fund's intent to protect and defend the members, as well as make the E-JIF whole in this matter. Mr. Semrau advised that members will be contacted by the EJIF if suit is brought forth and the Professionals will keep the Board updated on the situation.

UNDERWRITING MANAGERS:

Mr. Casagrande reported that the Underwriting Managers are in final negotiations for the 2021 EJIF Excess terms and conditions anticipate a flat renewal for 2021.

ENVIRONMENTAL ENGINEER:

Mr. Erickson reported that NJDEP has released a new Stormwater infrastructure toolkit on their website. He advised that the infrastructure toolkit will be working as a pilot program with several South Bergen JIF members.

ACTUARY

Mr. Kullman indicated that he had nothing for the month.

OLD BUSINESS:

None.

NEW BUSINESS:

Commissioner Wolk asked what time the November 18th meeting will begin. Mr. Sacco indicated that he would speak to the MEL Executive Director and notice will be sent to the Board.

MEETING OPENED TO PUBLIC FOR COMMENT:

No public comments were made.

PUBLIC COMMENT PORTION OF THE MEETING CLOSED

MOTION TO ADJOURN MEETING

MOTION: Commissioner Merchel
SECOND: Commissioner Wolk
VOTE: Unanimous

Meeting Adjourned: 11:02 AM

Next Meeting:

November 2020
Zoom Teleconference

Respectfully submitted,

Prepared by Jason D. Thorpe, Assistant Secretary

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

Resolution No. 27-20

OCTOBER 2020

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.

<u>FUND YEAR 2020</u>			
<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
001538			
001538	PERMA RISK MANAGEMENT SERVICES	POSTAGE 9/20	1.40
001538	PERMA RISK MANAGEMENT SERVICES	EXEC DIRECTOR FEE 10/20	26,237.17
001538	PERMA RISK MANAGEMENT SERVICES	POSTAGE 8/20	9.50
			26,248.07
001539			
001539	AON RISK SERVICES CENTRAL - PREMIUM	ACTUARIAL SERV. - 7/1/2020 TO 9/30/2020	15,625.00
			15,625.00
001540			
001540	DORSEY & SEMRAU	ATTORNEY FEE 10/20	7,106.08
			7,106.08
001541			
001541	CHARLES CUCCIA	TREASURER FEE 10/20	1,706.50
			1,706.50
001542			
001542	PRINCETON PUBLIC AFFAIRS GROUP	PROFESSIONAL SERVICES 9/20	3,750.00
			3,750.00
001543			
001543	DANSKIN INSURANCE AGENCY INC	UNDERWRITING MAN. FEE 10/20	20,782.26
			20,782.26
001544			
001544	LOWER ALLOWAYS CREEK TWP	TANK TESTING 8/20	2,000.00
001544	LOWER ALLOWAYS CREEK TWP	ACT#: 00126310203 - LTT - 8.24.2020	4,100.00
			6,100.00
001545			
001545	DENVILLE TOWNSHIP	TANK TESTING 7/20	600.00
			600.00
001546			
001546	TWO RIVERS WATER RECLAMATION	TANK TESTING 9/20	800.00
			800.00
001547			
001547	NJ ADVANCE MEDIA	ACCT#XNJEN0555599 - AD - 9.23.2020	48.05
001547	NJ ADVANCE MEDIA	ACCT#XNJEN0555599 - AD - 8.31.2020	440.10
001547	NJ ADVANCE MEDIA	ACCT#XNJEN0555599 - AD - 9.05.2020	132.02
			620.17
001548			
001548	ALLSTATE INFORMATION MANAGEMNT	ACCT#736 - ARC & STOR - 8.31.20	32.48
			32.48
001549			
001549	FIRST ENVIRONMENT, INC.	PROF. SERV. FOR PERIOD END 8.31.2020	51,857.83
			51,857.83
001550			
001550	THE CANNING GROUP LLC	QPA SERVICES 9/20	416.67
001550	THE CANNING GROUP LLC	QPA SERVICES 8/20	416.67
			833.34
		Total Payments FY 2020	136,061.73
		TOTAL PAYMENTS ALL FUND YEARS	\$136,061.73

Chairperson

Attest:

Dated:

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

Treasurer