

**NJ MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT FUND
OPEN MINUTES
MEETING OF OCTOBER 20, 2021
FORSGATE COUNTRY CLUB
JAMESBURG, NJ
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 EXECUTIVE COMMITTEE:

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

OTHERS PRESENT:

David Grubb, PERMA
Joseph Hrubash, PERMA
Brad Stokes, PERMA
Pauline Kontomanolis, PERMA
Nancy Ghani, PERMA
Jason Thorpe, PERMA
Sandra Cantwell, PERMA
Carolyn Rinaldi, Morris JIF
Paul Miola, RPM
Ezio Altamura, RMC
Chris Botta, CB Claims
Laura Sable, CB Claims

APPROVAL OF MINUTES: September 1, 2021

MOTION TO APPROVE OPEN MINUTES OF SEPTEMBER 1, 2021

MOTION: Commissioner Merchel
SECOND: Commissioner Law
VOTE: Unanimous

CORRESPONDENCE

None.

TREASURER

Mr. Cuccia presented his report, Resolution No. 27-21 approving the October Bill List as follows:

RESOLUTION 27-21 - OCTOBER BILL LIST

FUND YEAR	AMOUNT
2021	\$ 106,191.79
Total	\$ 106,191.79

MOTION TO APPROVE PAYMENT OF BILLS - RESOLUTION NO. 27-21

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

EXECUTIVE DIRECTOR/ADMINISTRATOR:

2022 PROPOSED BUDGET - Mr. Sacco reported that during the September Executive Committee meeting, the Fund introduced a budget for Fund year 2022. 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 2022 BUDGET.

MOTION: Commissioner Merchel
SECOND: Commissioner Law
VOTE: Unanimous

Discussion of budget & assessments.

MOTION TO CLOSE THE PUBLIC HEARING.

MOTION: Commissioner Merchel
SECOND: Commissioner Nolan
VOTE: Unanimous

MOTION TO ADOPT A BUDGET FOR THE NEW JERSEY MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT FUND JOINT INSURANCE FUND AS PRESENTED FOR FUND YEAR 2022.

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

MOTION TO CERTIFY ANNUAL ASSESSMENTS, BASED UPON THE ADOPTED 2022 BUDGET FOR MEMBER JOINT INSURANCE FUNDS.

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

EJIF DIVIDEND - Mr. Sacco reported that the request for approval of the EJIF's \$3,100,000 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 2022 RENEWAL – Mr. Sacco referred to the E-JIF's Qualified Purchasing Agent's (QPA) proposal for the 2022 fund year enclosed within the agenda packet and if there were any questions or comments on the proposal. Chairman Tomasko noted that the QPA's Certificate of Employee Information Report expired on August 15th and suggested approval be contingent on receipt of an updated certificate. The Board was in agreement with the suggestion. Hearing no further 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, CONTINGENT ON RECEIPT OF AN UPDATED CERTIFICATE OF EMPLOYEE INFORMATION REPORT, TO SERVE AS THE FUND'S QUALIFIED PURCHASING AGENT IN FUND YEAR 2022 AT A FEE NOT TO EXCEED \$5,000.

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

NEXT MEETING- Mr. Sacco reported that the next meeting of the EJIF is scheduled for November 10, 2021 at 9:30am via Zoom.

FINANCIAL FAST TRACK – Mr. Sacco referred to Financial Fast Track as of June 30, 2021 enclosed within the agenda booklet. He reported that the statutory surplus stands at \$22.8 million and noted that the Fund is in excellent financial shape.

ATTORNEY:

Mr. Semrau reported that with regard to the Newark Bay II Federal Litigation, the Fund Professionals are off to a very consistent start and are following the same format used for the Newark Bay I State Litigation. Mr. Semrau added that the fund was successful in providing the members with defense, coverage, and recovery for the Newark Bay I claim. He further added that he hopes that by following the same format in Newark Bay II it will lead to similar success.

UNDERWRITING MANAGERS:

Mr. Casagrande reported that renewal negotiations are underway and the process will be completed in the near future. He noted that positive underwriting information, including a Bordereaux of claims and an extensive report on member's exposure to PFAs, has been provided to underwriting. Mr. Casagrande added that this information is very beneficial in marketing the EJIF Excess Renewal to interested environmental markets.

Lastly, Mr. Casagrande said with regard to Brownfields and Contaminated Property, Local Units' projects outside of the EJIF have been placed for multiyear terms. He advised that the underwriting managers will assist any local units for such projects that need to be placed outside the EJIF Coverage parameters.

ENVIRONMENTAL ENGINEER:

Mr. Erickson reported that with regard to the Stormwater Training Video project, the filming and scripts have been completed and awaiting DEP approval. He noted that although new permit requirements will be issued in 2023, a draft version of the new permit requirements will be available in November 2021 and the video will incorporate some of the anticipated requirements. Mr. Erickson advised that he anticipates the project being completed by February 2022.

ACTUARY

Mr. Kullman advised that he had nothing to report.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

MEETING OPENED TO PUBLIC FOR COMMENT:

Mr. Miola complimented the E-JIF Commissioners and Professionals on putting together the 2022 budget which will assist the local JIFs.

PUBLIC COMMENT PORTION OF THE MEETING CLOSED

CLAIMS COMMITTEE

Mr. King advised that the Claims Committee met on October 18th and are recommending that the PARs be approved as presented.

MOTION TO APPROVE THE PARs AS RECOMMENDED BY THE CLAIMS COMMITTEE.

MOTION:	Chairman Nolan
SECOND:	Commissioner Brewer
ROLL CALL VOTE:	Unanimous

MOTION TO ADJOURN MEETING

MOTION:	Commissioner Merchel
SECOND:	Commissioner Law
VOTE:	Unanimous

Meeting Adjourned: 11:08 AM

Next Meeting:

**November 2021
Zoom Virtual Meeting**

Respectfully submitted,

Prepared by Jason D. Thorpe, Assistant Secretary

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

Resolution No. 27-21

OCTOBER 2021

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 2021

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
001676			
001676	PERMA RISK MANAGEMENT SERVICES	POSTAGE 8/21	25.73
001676	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEE 10/21	27,067.67
			27,093.40
001677			
001677	DORSEY & SEMRAU	ATTORNEY FEE 10/21	7,331.17
			7,331.17
001678			
001678	CHARLES CUCCIA	TREASURER FEE 10/21	1,740.58
			1,740.58
001679			
001679	PRINCETON PUBLIC AFFAIRS GROUP	PROFESSIONAL SERVICES 9/21	3,750.00
			3,750.00
001680			
001680	DANSKIN INSURANCE AGENCY INC	UNDERWRITING MANAGER FEE 10/21	21,438.75
			21,438.75
001681			
001681	AON RISK CONSULTANTS, INC.	ACTUARIAL SERVICES 7/1/21-9/30/21	15,625.00
			15,625.00
001682			
001682	THE BOROUGH OF HOPATCONG	REIM. FOR T&C REQ. FOR UG PIPES 6.11.21	400.00
			400.00
001683			
001683	NJ ADVANCE MEDIA	ACCT# XNJEN0555599 - 2020 SYN. - 8.28.21	479.22
			479.22
001684			
001684	FIRST ENVIRONMENT, INC.	PROF. SERVICES FOR PERIOD END 8.31.21	33,181.08
001684	FIRST ENVIRONMENT, INC.	PROF. SERVICES FOR PERIOD END 7.31.21	34,124.83
001684	FIRST ENVIRONMENT, INC.	FORECLOSED PROPERTY INSPECTION 7/21	8,625.00
			75,930.91
001685			
001685	THE CANNING GROUP LLC	QPA SERVICES 9/1/21-9/30/21	416.67
001685	THE CANNING GROUP LLC	QPA SERVICES 8/1/21-8/31/21	416.67
			833.34
001686			
001686	ACCESS	ACCT #736 - ARC. AND STOR. - 8.31.21	32.48
			32.48
		Total Payments FY 2021	154,654.85
		TOTAL PAYMENTS ALL FUND YEARS	154,654.85

Chairperson

Attest:

Dated: _____

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

Treasurer