

General Fund and Executive Committee Meeting Minutes
September 3, 2021

I. **Call to Order – Kenneth MacMillan, Vice Chairperson**

The meeting was called to order via zoom at 10:01 a.m. by Vice Chairperson MacMillan.

II. **Open Public Meetings Statement Read – Kenneth MacMillan, Vice Chairperson**

The Open Public Meetings Act was read by Vice Chairperson MacMillan.

III. **Roll Call**

Executive Committee:

		<u>Attendance:</u>
Kenneth R. MacMillan	City of Burlington	Present
Louis Ferrara	Township of Burlington	Present
Jeff Welz	North Hudson Regional Fire & Rescue	Absent
Joseph D'Arco	Borough of Paramus	Present

Fund Commissioners

James Ulrich	Township of Clark	Absent
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Alternate Fund Commissioners

Jodi Botlinger	Township of Burlington	Present
Michael DeOrio	North Hudson Regional Fire & Rescue	Absent

Also Present:

Barbara Murphy	Risk and Loss Managers, Inc.
Michaelene Miller	
Craig Gotilla	Ansell Grimm & Aaron
Mark Worthington	T&M Associates
Steve Walsh	EJA/Capacity Insurance
Richard Crooks	Inservco

IV. **Introduction of Guests**

There were no introductions.

V. **General Fund Business**

There was no general fund business.

VI. **Executive Committee Business**

A. **Approval of the General Fund and Executive Committee Open Meeting Minutes of June 4, 2021**

Motion to approve General Fund and Executive Committee Open Meeting Minutes of June 4, 2021.

Moved: Louis Ferrara

Seconded: Joseph D'Arco

Vote: Approved: Unanimous Nay:

B. Reports

1. Vice Chairperson – Kenneth MacMillan
There was no report.
2. MEL Delegate’s Report – Joseph D’Arco
3. Barbara Murphy stated that the MEL had released its preliminary rate table and budget numbers for the 2022 fund year. She further stated that the Middlesex JIF had executed a resolution to join the MEL pending a claims and actuarial audit. She stated that the MEL would be reimbursed for the costs associated with the audits.
4. Secretary’s Report – Joseph D’Arco
There was no report.
5. Custodian of Funds – Kenneth MacMillan
 - a. Approval of Bill Lists for all Fund Years
Motion to approve bill lists for all fund years totaling \$316,134.33.
Moved: Joseph D’Arco
Seconded: Louis Ferrara
Vote: Approved: Unanimous Nay:
 - b. Treasurer's Reports
As per the report distributed at the meeting.
 - c. Investment Report
As per the report distributed at the meeting.
6. Attorney's Report – Ansell Grimm & Aaron, Craig Gotilla
As per the report included in the agenda package.
7. Administrator’s Report - Risk and Loss Managers, Inc. - Barbara Murphy
As per the report included in the agenda package.
 - a. 2022 Proposed Meeting Schedule
Barbara Murphy stated that the proposed 2022 meeting schedules were included in the agenda package. She asked that members review the proposed schedule and advise of any potential conflicts.
 - b. Cyber Risk Management Plan
Barbara Murphy stated that the updated Version 2 of the MEL’s cyber risk management plan was distributed with the agenda package. She congratulated Burlington Township for receiving approval for Tiers 1, 2 and 3.
8. Safety and Loss Control Services – T&M Associates
Mark Worthington stated that all members were on track for the 2021 safety incentive program. He stated that the topic for next month’s safety meeting would be COVID safety.

C. Old Business

There was no old business.

D. New Business

Motion approve Resolution 2021-27 Renewing Membership in the Municipal Excess Liability Joint Insurance Fund

Moved: Louis Ferrara

Seconded: Joseph D’Arco

Vote: Approved: Unanimous Nay:

E. Public Comment

There was no public comment.

F. Closed Session

Motion to adjourn open session.

Moved: Louis Ferrara

Seconded: Joseph D'Arco

Vote: Approved: Unanimous Nay:

Open Session was adjourned at 10:49 a.m.

G. Open Session Resumes

Motion to return to open session.

Moved: Louis Ferrara

Seconded: Kenneth MacMillan

Vote: Approved: Unanimous Nay:

Closed Session was adjourned at 10:59 a.m.

VII. Adjournment

Motion to Adjourn.

Moved: Joseph D'Arco

Seconded: Kenneth MacMillan

Vote: Approved: Unanimous Nay:

The meeting adjourned at 10:59 a.m.

The next meeting will be held at **10:00 a.m.** on **Friday, November 5, 2021.**

Respectfully submitted,

Authorized Signature