

General Fund and Executive Committee Meeting Minutes
November 1, 2019

I. **Call to Order – John Laezza, Chairperson**

The meeting was called to order at 10:04 a.m. by Chairperson Laezza.

II. **Open Public Meetings Statement Read – John Laezza, Chairperson**

The Open Public Meetings Act was read by Chairperson Laezza.

III. **Roll Call**

Executive Committee:

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

Alternate Fund Commissioners

Dawn Bass	Township of Burlington	Absent
Al Barr	Township of Clark	Present
Michael DeOrio	North Hudson Regional Fire & Rescue	Absent

Also Present:

Jodi Botlinger	Township of Burlington
Barbara Murphy	Risk and Loss Managers, Inc.
Michaelene Miller	
Craig Gotilla	Windels Marx Lane and Mittendorf
Mark Worthington	T&M Associates
Kim Schweikert	Inservco
Patti Fahy	Reliance/Acrisure
Ed Cooney	Conner Strong & Buckelew

IV. **Introduction of Guests**

There were no introductions.

V. **General Fund Business**

A. **Cyber Security: Coverages, Compliance and Changing Landscape for Cyber Risks – Ed Cooney, MEL Underwriting Manager**

Ed Cooney provided a PowerPoint presentation reviewing cyber liability claims and statistics. He provided an overview of the MEL Cyber Risk Management Program compliance tiers and best practices. He stated that Origami now contained a questionnaire regarding the status of members' completion of the risk management program.

B. **2020 MEL Pre-Renewal Presentation – Ed Cooney, MEL Underwriting Manager**

Ed Cooney provided an update on the MEL's 2020 pre-renewal actions and marketplace overview. He reviewed the statutory bond renewal process and guidelines with respects to crime coverage, amusement ride and vacant property.

VI. Executive Committee Business

A. Approval of the General Fund and Executive Committee Open and Closed Meeting Minutes of September 6, 2019

Motion to approve General Fund and Executive Committee Open and Closed Meeting Minutes of September 6, 2019.

Moved: Kenneth MacMillan

Seconded: Stephen Fazekas

Vote: Approved: Unanimous Nay:

B. Reports

1. Chairperson – John Laezza

There was no report.

2. MEL Delegate’s Report – Joseph D’Arco

Barbara Murphy stated that the MEL had introduced its 2020 rate table and budget at their October meeting. She also stated that MEL would be conducting its annual elected officials training at the League of Municipalities.

3. Secretary’s Report – Stephen Fazekas

There was no report.

4. Custodian of Funds – Kenneth MacMillan

a. Approval of Bill Lists for All Years

Motion to approve Bill Lists for all years totaling \$116,329.57.

Moved: Stephen Fazekas

Seconded: Joseph D’Arco

Vote: Approved: Unanimous Nay:

b. Treasurer's Report

As per the report distributed at the meeting.

c. Investment Report

As per the report distributed at the meeting.

5. Attorney's Report – Windels Marx Lane & Mittendorf, Craig Gotilla

As per the report included in the agenda package.

6. Administrator’s Report - Risk and Loss Managers, Inc. - Barbara Murphy

7. As per the report included in the agenda package.

a. Resolution 19-38 Approving Payment of Property Claim to the Township of Clark.

Motion to Approve Resolution 19-38

Moved: Stephen Fazekas

Seconded: Joseph D’Arco

Vote: Approved: Unanimous

8. Safety and Loss Control Services - T&M Associates

Mark Worthington stated that the last safety committee meeting was well attended.

He stated that fall cleanup safety standards were discussed. He also stated that

members were on track for the completion of the 2019 safety incentive program.

C. Old Business

There was no old business.

D. Closed Session

Motion to adjourn open session.

Moved: Kenneth MacMillan

Seconded: Stephen Fazekas

Vote: Approved: Unanimous Nay:

Open Session was adjourned at 11:00 a.m.

E. Open Session Resumes

Motion to return to open session.

Moved: Joseph D'Arco

Seconded: Kenneth MacMillan

Vote: Approved: Unanimous Nay:

Open session resumed at 11:35 a.m.

F. New Business

1. Resolution 19-39 Introduction of 2020 Budget and Certification of the Assessments
Barbara Murphy reviewed the 2020 fund year budget, including the loss funds,
reinsurance and administrative costs.

a. **Motion** to approve Resolution 19-39 and certify the assessments.

Moved: Stephen Fazekas

Seconded: Kenneth MacMillan

Vote: Approved: Unanimous Nay:

G. Public Comment

There was no public comment.

VII. Adjournment

Motion to Adjourn.

Moved: Stephen Fazekas

Seconded: Kenneth MacMillan

Vote: Approved: Unanimous Nay:

The meeting adjourned at 11:37 a.m.

The next meeting will be held at **10:00 a.m.** on **Friday, December 6, 2019** at 51 Everett Drive, Suite B-40, West Windsor, NJ 08550.

Respectfully submitted,

Authorized Signature