

General Fund and Executive Committee Meeting Minutes  
November 18, 2022

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

The meeting was called to order at 10:17 a.m. by Chairperson MacMillan.

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

The Open Public Meetings Act was read by Chairperson MacMillan.

III. **Roll Call**

Executive Committee:

		<u>Attendance:</u>
Kenneth R. MacMillan	City of Burlington	Present
Louis Ferrara	Township of Burlington	Present
James Ulrich	Township of Clark	Present
Jeff Welz	North Hudson Regional Fire & Rescue	Present
Hector Olmo	Borough of Paramus	Present

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
Kyle Mrotek	The Actuarial Advantage
Claudia Acosta	Qual Lynx
Steve Walsh	Barclay Insurance
Patti Fahy	Reliance/Acrisure

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 and Closed Meeting Minutes of September 23, 2022**

**Motion** to approve General Fund and Executive Committee Open and Closed Meeting Minutes of September 22, 2022.

**Moved:** Louis Ferrara

**Seconded:** Hector Olmo

**Vote:** Approved: Unanimous Nay:

B. **Reports**

1. Chairperson – Kenneth MacMillan  
There was no report.

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**NEW JERSEY MUNICIPAL SELF INSURERS' JOINT INSURANCE FUND**

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2. MEL Delegate's Report – James Ulrich  
James Ulrich reviewed the October MEL report. He stated that the MEL had introduced its 2023 fund year budget. He also stated that they held a special meeting on the formation of the Cyber Liability JIF. He further stated that they had voted to deny the Middlesex JIF's request for the MEL to reconsider its non-renewal and reviewed their other business held at the October meeting.
3. Secretary's Report – Jeffrey Welz  
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 \$287,234.37.  
**Moved:** Jeffrey Welz  
**Seconded:** James Ulrich  
**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 – Ansell Grimm & Aaron, Craig Gotilla  
As per the report included in the agenda package.
6. Administrator's Report - Risk and Loss Managers, Inc. - Barbara Murphy  
As per the report included in the agenda package.
  - a. Resolution 22-25 Approving Payment of a Property Claim to the Borough of Paramus.  
**Motion** to Approve Resolution 22-25  
**Moved:** Jeffrey Welz  
**Seconded:** Hector Olmo  
**Vote:** Approved: Unanimous
  - b. Resolution 22-26 Approving Payment of a Property Claim to the Borough of Paramus.  
**Motion** to Approve Resolution 22-26  
**Moved:** Jeffrey Welz  
**Seconded:** James Ulrich  
**Vote:** Approved: Unanimous
7. Safety and Loss Control Services - T&M Associates  
Mark Worthington stated that all members were on track for the completion of the 2022 safety incentive program.

**C. Old Business**

There was no old business.

**D. New Business**

1. Resolution 22-27 Introduction of 2023 Budget and Certification of the Assessments  
Barbara Murphy reviewed the 2023 fund year budget distributed at the meeting. She reviewed the multiple factors affecting the budget including increases to individual member exposures, loss funds and reinsurance costs.  
**Motion** to approve Resolution 22-27 and certify the assessments.  
**Moved:** James Ulrich  
**Seconded:** Louis Ferrara  
**Vote:** Approved: Unanimous      Nay:

2. Resolution 22-28 Resolution to Join the NJ Cyber Risk Management JIF  
Chairperson MacMillan stated he that he had attended the NJ Cyber Risk Management JIF's recent organization meeting where they had discussed the budget, assessments, and limits of insurance. James Ulrich volunteered to serve as the Fund's representative to the newly formed Cyber JIF.

**Motion** to approve Resolution 22-28 resolution to join the NJ Cyber Risk Management JIF.

**Moved:** James Ulrich

**Seconded:** Jeffrey Welz

**Vote:** Approved: Unanimous      Nay:

**E. Public Comment**

There was no public comment.

**F. Closed Session**

There was no closed session.

**VII. Adjournment**

**Motion** to Adjourn.

**Moved:** James Ulrich

**Seconded:** Jeffrey Welz

**Vote:** Approved: Unanimous      Nay:

The meeting adjourned at 10:36 a.m.

The next meeting will be held at **10:00 a.m.** on **Friday, December 2, 2022.**

Respectfully submitted,

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Authorized Signature-