

General Fund and Executive Committee Meeting Minutes
September 6, 2019

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

The meeting was called to order at 10:00 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	Present
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 & Mittendorf
Mark Worthington	T&M Associates
Luis Alamo	Alamo Insurance
Helen Goodwin	Hardenbergh Insurance Group
Nancy Fowlkes	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 and Closed Meeting Minutes of June 7, 2019**

Motion to approve General Fund and Executive Committee Open and Closed Meeting Minutes of June 7, 2019.

Moved: Kenneth MacMillan

Seconded: Stephen Fazekas

Vote: Approved: Unanimous Nay:

B. **Reports**

1. Chairperson – John Laezza
There was no report.

NEW JERSEY MUNICIPAL SELF INSURERS' JOINT INSURANCE FUND

2. MEL Delegate's Report – Joseph D'Arco
Barbara Murphy stated that the MEL had released its preliminary rate table and budget numbers for the 2020 fund year. Joseph D'Arco stated that the MEL management committee had approved a proposal to develop a training video as part the comprehensive risk management plan being developed in response to the recent sexual molestation legislation.
3. Secretary's Report – Stephen Fazekas
There was no report.
4. Custodian of Funds – Kenneth MacMillan
 - a. Approval of Bill Lists for all Fund Years
Motion to approve bill lists for all Fund Years totaling \$700,592.30.
Moved: Joseph D'Arco
Seconded: Stephen Fazekas
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.
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
 - a. 2020/2021 EPL Loss Control Program Updates
Barbara Murphy stated the MEL would be engaging the services of a law firm to conduct a complete review and rewrite of the MEL's model personnel manual. She stated that Joseph D'Arco would be sitting on the subcommittee that will review their recommendations.
 - b. Resolution 19-35 Approving Workers' Compensation Claim to the Borough of Paramus.
Motion to Approve Resolution 19-35
Moved: Jeffrey Welz
Seconded: Stephen Fazekas
Vote: Approved: Unanimous Nay:
 - c. Resolution 19-36 Approving Payment of Workers' Compensation Claim to the Township of Pemberton.
Motion to Approve Resolution 19-36
Moved: Stephen Fazekas
Seconded: Joseph D'Arco
Vote: Approved: Unanimous Nay:
 - d. Resolution 19-37 Approving Payment of Workers' Compensation Claim to the Township of North Bergen.
Motion to Approve Resolution 19-37
Moved: Stephen Fazekas
Seconded: Jeffrey Welz
Vote: Approved: Unanimous Nay:
7. Safety and Loss Control Services – T&M Associates
Mark Worthington stated that all members were on track for the 2019 safety incentive program.

C. Old Business

There was no old business.

D. Closed Session

Motion to adjourn open session.

Moved: Stephen Fazekas

Seconded: Joseph D'Arco

Vote: Approved: Unanimous Nay:

Open Session was adjourned at 10:27 a.m.

E. Open Session Resumes

Motion to return to open session.

Moved: Stephen Fazekas

Seconded: Kenneth MacMillan

Vote: Approved: Unanimous Nay:

Open session resumed at 10:58 a.m.

Motion to approve a Request for Qualifications for a special counsel on certain matters.

Moved: Stephen Fazekas

Seconded: Kenneth MacMillan

Vote: Approved: Unanimous Nay:

F. New Business

There was no new business.

G. Public Comment

There was no public comment.

VII. Adjournment

Motion to Adjourn.

Moved: Joseph D'Arco

Seconded: Stephen Fazekas

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 1, 2019** at the Forsgate Country Club Jamesburg, NJ.

Respectfully submitted,

Authorized Signature