

BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND

May 21, 2024 @ 3:00 pm

Via Microsoft Teams

EXECUTIVE COMMITTEE MEETING

OPEN SESSION MINUTES

A meeting of the Burlington County Municipal Joint Insurance Fund (BURLCO JIF) was held via Microsoft Teams on May 21, 2024. Fund Chair, John Gural, **Palmyra Borough**, presiding. The meeting was called to order at 3:00 PM.

FLAG SALUTE

STATEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETING ACT

Notice of this meeting was given by: (1) sending sufficient notice herewith to the *Burlington County Times*, Mt. Holly, NJ, and to the *Courier Post*, Cherry Hill, NJ; (2) filing advance written notice of this meeting with the Clerks/Administrators of all member municipalities of the Burlington County Municipal Joint Insurance Fund; and (3) posting notice on the public bulletin boards of all member municipalities of the Burlington County Municipal Joint Insurance Fund.

ROLL CALL

Rich Wolbert, *Fund Secretary*, **Beverly City**
Margaret Peak, **Bordentown City**
Maria Carrington, **Bordentown Twp.**
Erin Provenzano, **Delanco Twp....after roll call**
Joe Bellina, **Delran Twp.**
Tom Pullion, **Edgewater Park...after roll call**
Patrice Hansell, **Fieldsboro Borough**
Tom Sahol, **Florence Twp.**
Paula Kosko, **Hainesport Twp.**
Carrie Gregory, **Lumberton Twp.**
Mike Fitzpatrick, **Mansfield Twp.**
Dawn Bielec, **Medford Twp**
Jerry Mascia, **Mt. Laurel Twp.**
Susan Jackson, **New Hanover Twp.**
John Gural, *Fund Chair*, **Palmyra Borough**
Rachael Wall, *Alternate*, **Pemberton Borough**
Dan Hornickel, **Pemberton Twp.**
Michael Mansdoerfer, **Riverside Twp.**
Susan Onorato, **Shamong Twp.**
Kathy Hoffman, **Southampton Twp....after roll call**
Brandy Boyington, **Springfield Twp.**
Lisa Cummins, **Tabernacle Twp.**
Craig Farnsworth, **Westampton Twp.**
James Ingling, **Wrightstown Borough**

Absent Fund Commissioners/Professionals were:

Mari Ann Capriglione, **Bass River Twp.**
Caryn Hoyer, **Chesterfield Twp.**
Mary Picariello, **North Hanover Twp.**
Maryalice Brown, **Woodland Twp.**

Those also in attendance were:

Paul A. Forlenza, MGA, *Executive Director, RPA – A Division of Gallagher*
Kamini Patel, MBA, CIC, CPCU, AIDA®, *Deputy Executive Director, RPA – A Division of Gallagher*
David DeWeese, Fund Solicitor, *The DeWeese Law Firm, P.C.*
Rob Garish, *Asst. Director of Public Sector, J.A. Montgomery Consulting*
Chris Winter, *Law Enforcement Risk Management Consultant*
Chris Roselli, *Account Manager, Qual-Lynx*
Karen Beatty, *Client Services Manager, Qual-Care*
Christine Gallagher, *Client Services Manager, Qual-Care*
Tom Tontarski, *Treasurer*
Debby Schiffer, *Wellness Director, Targeting Wellness*
Jerry Caruso, *Technology Risk Services Director, Wintsec Consulting*

Also present were the following Risk Management Consultant agencies:

Barclay Insurance
Hardenberg Insurance Group
Conner Strong & Buckelew
Insurance Agency Management

These minutes do not necessarily reflect the order in which some items were discussed.

Recording Secretary Kristie asked for a motion to move Mike Mansdoerfer, Riverside Township, to the Executive Committee in the absence of Erin Provenzano, Delanco Township, for voting purposes.

Motion by Mr. Ingling, seconded by Mr. Mascia to move Mr. Mansdoerfer as presented. All in Favor. Motion carried by unanimous vote.

APPROVAL OF MINUTES

Chair Gural presented the Open session meeting minutes of the April 16, 2024 meeting of the Fund, as found in the agenda packet, for approval.

Chair Gural asked if there were any questions at this time. No questions were entertained.

Motion by Ms. Kosko, seconded by Mr. Hornickel to approve the Open session meeting minutes of the April 16, 2024 meeting. All in Favor. Motion carried by unanimous vote.

CLAIMS REVIEW COMMITTEE MEETING REPORT – May 14, 2024

Mr. Bellina noted the minutes of the May 14, 2024 Claims Review Committee meeting were emailed earlier today and are self-explanatory. He then noted the Committee reviewed nine (9) PARs including five (5) Workers' Compensation (*1 Police, 0 Fire, and 4 Other*); two (2) General Liability, one (1) Automobile Liability, and one (1) Property claim were reviewed for settlement, continuing defense, or to advise of trial date. Mr. Bellina noted for more detail on any of these topics, please reference the minutes.

Mr. Bellina asked if there were any questions. No questions were entertained.

EXECUTIVE DIRECTOR'S REPORT

Mr. Forlenza reviewed the Executive Director's Report found in the agenda packet with the membership. She then highlighted the following items from the report:

Mr. Forlenza noted that the Cyber JIF meeting is scheduled for May 16, 2024. The resolution to reimburse the ACM, BURLCO and TRICO JIFs is on the agenda.

Mr. Forlenza referenced the Certificates of Insurance report included in the agenda and asked the members to please review to be sure the certificates were ordered by you, and are correct.

Mr. Forlenza noted details regarding the allocation of funds for the Safety Incentive Program, Optional Safety budget, EPL/Cyber budget, and Wellness Incentive funds for 2024 are listed in the agenda. The deadline to encumber the funds is November 29, 2024 and he noted that the Safety Incentive Program award money letter was sent following the Safety Breakfast on March 27, 2024. He urged the members not to wait until the November 29, 2024 deadline to claim and request reimbursement from his office. You can simply submit the necessary information to his office, and we will process it for payment on the next bill list.

Mr. Forlenza noted the latest listing of Statutory Bonds issued by the MEL for JIF members is included in the agenda for your review. This list should be reviewed for accuracy. Please note that these bonds are written for the individual NOT the position to be bond. All applicants for a bond must complete an underwriting application and submit it to the Fund Underwriter for approval. Any questions on the status of an application or a bond listed on the report should be directed to Jonathon Tavares at 856-614-4493 or jtavares@connerstrong.com.

Mr. Forlenza noted that the first New Fund Commissioner Orientation session is May 22, 2024 with another session scheduled for later this fall via Microsoft Teams. Anyone who would like an overview of the JIF is welcome to sign up and participate.

Mr. Forlenza stated that the Annual SLEO Training will be provided again this year in two (2) in-person identical sessions: May 22, 2024 at Atlantic County Police Academy, and May 23, 2024 at the Cape May Police Academy. An email notification with further details with a link to register was sent out to all Municipal Clerks, Fund Commissioners, and RMC's on April 18, 2024, asking that the information be shared with your Police Chiefs.

Mr. Forlenza noted that coverage for fireworks displays is not automatic. MEL Bulletin 2024-05 outlines the requirements and the hold harmless & indemnification agreement language to be provided by the contractor for coverage to be granted to the municipality. A Fireworks Checklist can be found along with the MEL Bulletin on the MEL website: www.njmel.org to assist members. Please submit the Fireworks Checklist, along with all required documents as outlined in the checklist and Bulletin to MELUnderwritingSvcCntr@connorstrong.com. Submissions must be received one week prior to the event.

Mr. Forlenza noted that the Members Only Section of the JIF website will be launched within the next week. Notification will be sent to all members. He reminded members that this is necessary to protect the policies and other documentation on our JIF website. Please contact Megan Matro Megan_Matro@RPAdmin.com with any questions or issues.

Mr. Forlenza asked if there were any questions. No questions were entertained

SOLICITOR'S REPORT

MEL EPL Helpline & Authorized Contact List – Mr. DeWeese emphasized to the members to please review the attached list of authorized contacts for the *MEL Employment Practices Helpline* and be sure that who you want to have access to the Helpline are listed on this report, as calls can only be fielded from those on the list. He reminded the members that they could appoint up to **two (2)** municipal representatives who will be permitted to contact the *Helpline* attorneys with their inquiries. The appointment of the municipal representatives must be made by Resolution of the Governing Body, and a sample of the Resolution can be found on the BURLCO JIF website. Mr. DeWeese added he has fielded many calls, and he hopes this is helping to avoid claims.

Mr. DeWeese reminded the members that Jodi Howlett, Esquire, retired and has been replaced with Vitoria A. Holmes of Cleary Gacobbe Alfieri Jacobs LLC to the MEL Helpline. He noted that her new contact information is on page 43.

Mr. DeWeese reported there have been no (0) new cases assigned since last month.

Mr. DeWeese reported there was one (1) case closed since last month.

White v. Township of Tabernacle

Resolution 2024- 19 Adopting the Model Indemnification and Insurance Provisions

Mr. DeWeese announced that he presented the JIF Model Indemnification and Insurance Provisions to the membership last month. He noted that he received feedback from one Commissioner and has incorporated the suggested language changes into the documents.

Chair Gural entertained a motion to adopt the JIF Model Indemnification and Insurance Provisions as presented by Mr. DeWeese.

Motion by Mr. Hornickel, seconded by Mr. Wolbert adopt the JIF Model Indemnification and Insurance Provisions as presented.

ROLL CALL

Yeas: James Ingling, Wrightstown Borough
Jerry Mascia, Mt. Laurel Twp.
Paula Kosko, Hainesport Twp.
Dan Hornickel, Pemberton Twp.
Rich Wolbert, Fund Secretary, Beverly City
John Gural, Fund Chair, Palmyra Borough
Mike Mansdoerfer, Riverside Twp.

Nays: None

Abstain: None

In regards to the *Conflict of Interest* Policy, Mr. DeWeese noted he has compared this version to legal decisions by the NJ Supreme Court and updated accordingly based on the State Committee on Ethics decisions. It is now updated to the current standards adopted by the Supreme Court and more appropriate for the JIF Assigned Defense Panel. He asked that the members review this and provide comments or questions as soon as possible, and pending any comments, will place a Resolution on the June Executive Committee meeting's agenda for adoption.

Mr. DeWeese asked if there were any questions. No questions were entertained.

SAFETY DIRECTOR'S REPORT

Mr. Garish stated that the Safety Director's Report is included in the agenda and is self-explanatory, noting his report covers activities for April. He then highlighted the following:

Mr. Garish noted his report shows all activities for the month of April. He reminded members of the two training platforms: MSI LIVE and MSINOW.

Mr. Garish stated that OSHA is getting closer to mandating a heat safety standard. Cal/OSHA has already adopted this program and it is likely it happens prior to the summer. His office can provide the template from Cal/OSHA to implement a plan.

In regards to the MSI Safety Expo, Mr. Garish noted that a Safety Expo is scheduled for May 21, 2024 at Atlantic Community College and will have 4 different tracks of training. Excavation, Trenching and Shoring is one 4 hr. track; Leadership; and the Fast Track for Safety covering multiple topics. All information is on the MEL website, MSI Live or contact Mr. Garish directly.

Mr. Garish asked if there were any questions at this time. No questions were entertained.

CLAIMS ADMINISTRATOR'S REPORT

Lessons Learned from Losses

During the recent Lessons Learned from Losses review, Mr. Roselli explained how to prevent heat illness at work. Heat-related claims for workers are preventable, but some have resulted in fatal injuries in New Jersey. Building a tolerance to heat is important, and OSHA provides guidelines on heat safety. The MEL's Safety Institute website offers valuable information on summer heat safety for employees.

Ms. Roselli asked if there were any questions at this time. No questions were entertained.

LAW ENFORCEMENT LIABILITY CONSULTANT REPORT

Mr. Winter reviewed his report, which was included in the agenda, noting it is mostly self-explanatory, and highlighted the following.

Mr. Winter reported that Policy and Procedure requests have been received and he will be responding to requesting agencies with the most current L/E best practices, NJ AG Guidelines and L/E Accreditation requirements.

Mr. Winter noted there were no (0) Police agency visits this month, however, other agency visits are currently scheduled. These visits are provided to discuss agency concerns, trends, Accreditation assistance and other requests. L/E RM services were outlined and provided to Chiefs and Command Staff present. Police agency's with Command changes will be a priority and visited as well. Agency visits are ongoing and being scheduled at this time to continue to build relationships with the Law Enforcement agencies within the BURLCO JIF and stated Activity Reports would be forwarded to the Fund Commissioners upon completion.

Mr. Winter notes there is no training scheduled at this time; however, training topics are being considered for future training dates. Additionally, a course is being discussed and reviewed to assist agency Resiliency Officers, to be conducted by Dr. Kelly, Ph.D., ABPP. and Captain William Walsh, Voorhees PD.

Mr. Winter stated that follow-up inquiries have taken place with the Police Training Commission (PTC) in regards to the L/E Licensing process, officer renewals and state portal submissions, however additional information has not been received to date though a L/E Bulletin will be provided when definitive information is obtained.

Lastly, in regards to the JIF Law Enforcement Committee; this has been formulated with three (3) Police Chiefs from the county to represent (JIF) police agencies in Burlington County. He will continue to meet with them on a quarterly basis virtually to discuss trends, concerns, training, policy and procedure assistance, potential risk and liability issues and L/E Accreditation guidance etc. This is being developed to maintain an ongoing forum throughout the year as an extension of the County Chiefs Associations, to identify areas as previously mentioned and to reduce potential risks. Chiefs selected to date are from Bordentown City,

Chesterfield, and Mount Laurel Police Departments. The next meeting will be scheduled for some time in June.

Mr. Winter asked if there were any questions. No questions were entertained.

WELLNESS DIRECTOR'S REPORT

Ms. Schiffer stated her report, which is included in the agenda packet, provides a detailed overview of the activities and planned events for April/May. She then highlighted a range of well-being initiatives and activities that towns have either already implemented or have planned for the near future.

Ms. Schiffer noted in her report she discusses the activities and initiatives she has been involved in for Mental Health Awareness Month. She sent a special message to all of her Wellness Champs, which can be found on page 66 of the agenda package.

Ms. Schiffer noted she has also been offering town presentations on stress and habit change, as well as facilitating group coaching sessions on understanding sabotaging thoughts and setting realistic goals. She is still waiting to hear from some towns regarding their Wellness plans and has been offering phone calls and zoom meetings in addition to in-person sessions.

Ms. Schiffer stated her report also includes a list of activities taking place in some towns related to self-improvement and stress management.

She noted the second Wellness Advisory Committee meeting took place on May 16, and she will be presenting the minutes to the Safety Committee for review and approval. The next brainstorming session for Wellness coordinators will be on June 11th. The report also mentions the resources she has been working with, such as Deborah Heart and Lung, Burlington County Health Department, and ShopRite registered dietitians. If anyone is interested in more information, they are encouraged to reach out to Ms. Schiffer.

Lastly, her newsletter focuses on the second quarter mindset theme of growth and learning, and can be found on pages 61 to 65. She noted she has also been posting mindful minutes on the JIF website, including tips for back issues while sitting at a desk and meditation. If anyone has any questions or special requests, they are welcome to contact her.

Ms. Schiffer asked if there were any questions at this time. No questions were entertained.

MANAGED HEALTH CARE REPORT

Ms. Gallagher noted she had included the April reports in the agenda and highlighted the following:

Lost Time v. Medical Only Cases

Ms. Gallagher presented the BURLCO JIF *Lost Time v. Medical Only Cases (Intake Report)*:

	<i>April</i>	<i>YTD</i>
<i>Lost Time</i>	1	9
<i>Medical Only</i>	6	34
<i>Report Only</i>	9	26
<i># of New Claims Reported</i>	16	69
<i>% Report Only</i>	56%	38%
<i>Medical Only/Lost Time Ratio</i>	86:14	79:21
<i>Average Days to Report to Qual-Lynx</i>	1.8	1.4

<i>Average Days Reported to employer</i>	<i>0.3</i>	<i>0.3</i>
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Claims Report by Type

This report depicts the number of claims and average number of days to report a claim by individual member to Qual-Lynx, YTD 2024.

All Claims – 1.4 days to report
 Non-COVID Claims – 1.4 days to report
 COVID Claims – 1.0 days to report

Transitional Duty Report

Ms. Gallagher presented the Year-to-Date Transitional Duty Report results:

<i>Transitional Duty Summary Report</i>	<i>YTD</i>
<i>Transitional Duty Days Available</i>	<i>832</i>
<i>Transitional Duty Days Worked</i>	<i>501</i>
<i>% of Transitional Duty Days Worked</i>	<i>60%</i>
<i>Transitional Duty Days Not Accommodated</i>	<i>331</i>
<i>% of Transitional Duty Days Not Accommodated</i>	<i>40%</i>
<i>\$ Saved by Accommodating</i>	<i>\$47,017</i>
<i>\$ Lost by not Accommodating</i>	<i>\$31,673</i>

PPO Penetration Report:

Ms. Gallagher presented the PPO Penetration Report:

<i>PPO Penetration Rate</i>	<i>April</i>
<i>Bill Count</i>	<i>159</i>
<i>Original Provider Charges</i>	<i>\$457,375</i>
<i>Re-priced Bill Amount</i>	<i>\$77,990</i>
<i>Savings</i>	<i>\$379,384</i>
<i>% of Savings</i>	<i>83%</i>

Top 10 Providers by Specialty: This report breaks down our top 10 providers by specialty e.g. Anesthesia/Pain Management, Facility, and MRI/Radiology, as these are the heaviest expenses the Fund incurs.

Nurse Case Management Report: This report depicts the number of claims by member where a nurse case manager has been appointed and whether the nurse has been assigned longer than 90 days.

Pharmacy Benefit Program: A report which depicts the 2024 YTD statistics for the Pharmacy Benefit Management Program. Ms. Gallagher reviewed the report with the committee outlining the YTD script count, utilizing patients count, opioid cost percentage, opioid script percentage, generic utilization percentage, cost per patient and cost per script.

Managed Care Quick Notes

In regard to Emergency Room v Urgent Care Centers, and when you should go to each, Ms. Gallagher noted if you have a serious or life-threatening condition such as a stroke, heart attack, severe bleeding, head injury, or major trauma, it is important to go directly to the nearest Emergency Room. However, if your condition is not life-threatening but still requires medical attention outside of regular business hours, an Urgent Care Center may be a better option. It is recommended to call ahead to the urgent care clinic to assess your symptoms and determine the best course of action, and as always, report your claims to Qual-Lynx, and reference the JIF website for Urgent Care providers.

Ms. Gallagher asked if there were any questions. No questions were entertained.

TECHNOLOGY RISK SERVICES REPORT

Mr. Caruso referenced his reports included in the agenda highlighting the activities during the month of March. He noted substantial portions of his efforts were dedicated to the successful completion of our cyber hygiene training.

Mr. Caruso reported he attended a NJ-GMIS conference. It was very informative and partnerships forming to fight the cyber challenges together. He urged members to join NJ-GMIS as it is worthwhile. Recently, he spoke with the Cape May League of Municipalities in Stone Harbor and offered his services to speak at anyone's meetings.

Mr. Caruso asked the members to review his report beginning on page 77. He noted that the new Wizer training began and as of today, 90% of members are compliant with this training. He asked all members to please review your rosters and get all users trained, as failure to meet the 100% participation rate (without a valid reason) will cost you your Cyber Framework status.

Mr. Caruso noted that D2 monthly vulnerability checking continues. Several towns still have critical vulnerabilities. Remember failure to address these problems will not only invalidate your Cyber Framework level but it will expose you to threats from outside actors. He stated one member has been attacked through the exact vulnerability that was reported to their IT professional. If you have problems reading your vulnerability reports, please contact him and he will interpret the report for you.

Mr. Caruso reported he has been crisscrossing the state meeting with the Cyber Framework stragglers, noting the BURLCOJIF is at about 80% approved for BASIC. There is no reason we cannot get everyone to BASIC since the difficult/expensive portions are handled by the JIF on your behalf. Please get the paperwork into him ASAP.

Lastly, Mr. Caruso reported that his bulletin this month's bulletin is on "securing your web presence". He told of how a town lost their domain since it was set up by a former employee with their personal credit card and email leaving them no access to domain information. He reminded members to set the domain with generic email address and the recovery email with a separate email; where DNS services are and who is hosting the web pages.

Mr. Caruso asked if there were any questions. No questions were entertained.

TREASURER'S REPORT

Mr. Tontarski presented an overview of the Treasurer's Report for a one month period ending April 2024, a copy of which was provided to the membership in the agenda packet. Mr. Tontarski's reports are prepared on a "modified cash basis" and relate to financial activity through the one-month period ending April 30, 2024 for Closed Fund Years 1991 through 2019, and Fund Years 2020, 2021, 2022, 2023 and 2024.

Investment Interest

Interest received or accrued for the reporting period totaled \$38,413.00. This generated an average annual yield of 2.78%. However, after including an unrealized net loss of \$87,721.67 in the asset portfolio, the yield

is adjusted to -6.35% for this period. The total overview of the asset portfolio for the fund shows a current market value of \$13,451,189.95.

Receipt Activity for the Period

	Monthly	YTD
Subrogation Receipts	\$10,495.73	\$72,342.75
Salvage Receipts	\$0.00	
Overpayment Reimbursements	\$0.00	

Loss Run Payment Register – April 2024

Mr. Tontarski stated that the report included in the agenda packet shows net claim activity during the reporting period for claims paid by the Fund and claims payable by the Fund at period end is \$290,669.22. The claim detail shows 288 claim payments issued.

A.E.L.C.F. Participant Balances at Period End

Interest Allocated for the Period is \$769.04 for a total Member Balance of \$332,730.46

Cash Activity for the Period

During the reporting period, the Fund’s “Cash Position” changed from an opening balance of \$17,127,940.77 to a closing balance of \$16,044,562.79 showing a decrease in the fund of \$1,083,377.98

Bill List – May 2024

For the Executive Committee’s consideration, Mr. Tontarski presented the May 2024 Bill List in the amount of \$1,846,451.99 included in the agenda.

Chair Gural entertained a motion to approve the April 2024 Loss Run Payment Registers and the May Bill List in the amount of \$1,846,451.99 as presented.

Chair Gural asked if there were any questions at this time. No questions were entertained.

Motion by Mr. Wolbert, seconded by Ms. Provenzano to approve the *April 2024 Loss Run Payment Registers and the May Bill List in the amount of \$1,846,451.99, as presented.*

ROLL CALL

Yeas: James Ingling, Wrightstown Borough
Jerry Mascia, Mt. Laurel Twp.
Paula Kosko, Hainesport Twp.
Dan Hornickel, Pemberton Twp.
Rich Wolbert, Fund Secretary, Beverly City
John Gural, Fund Chair, Palmyra Borough
Mike Mansdoerfer, Riverside Twp.

Nays: None

Abstain: None

Motion carried by unanimous vote.

COMMITTEE REPORTS

Safety Committee Meeting Minutes – May 2, 2024

Mr. Wolbert noted the Committee met in person on May 2, 2024 and the minutes were including in the agenda packet starting on page 114. He noted the minutes were self-explanatory and highlighted the following:

Mr. Wolbert noted that during the meeting, several topics were discussed regarding the MSI. One point of discussion was the possibility of reintroducing the ability to categorize training by job titles, which had been removed in the latest version of the MSI website. It was also suggested to implement a report that would track employees selected for training but have not yet completed it.

In regards to the Supervisor Incident reports there was improvement in completing these reports, with all 12 incidents being properly reported. Another topic of discussion was the issue of injured employees with comorbidities and its impact on the Fund, prompting the need to find ways to address this issue.

Lastly, the importance of additional training on safety protocols and procedures was emphasized. Overall, the meeting acknowledged areas for improvement and expressed commitment to addressing them effectively.

Mr. Wolbert asked if there were any questions. No questions were entertained.

MEL/RCF/EJIF/CYBER REPORTS

Nothing to report this month

MISCELLANEOUS BUSINESS

Updated OPRA Roadmap- Mr. Forlenza noted there is an updated OPRA roadmap on page 135 of the agenda. He noted that Kris Kristie is no longer listed as the direct contact, and any requests should now be sent to him and Kamini Patel. He reminded everyone that when you get an OPRA request, please check to see if you have the information being requested in house prior to reaching out to his office, as most of the items requested in an OPRA resides within your municipality. If you do not have this information, then please contact his office for assistance.

Next Meeting

Chair Gural noted the next meeting of the BURLCO JIF would take place on **Tuesday, June 18, 2024 at 3:00 pm at the Hainesport Municipal Building.**

PUBLIC COMMENT

Motion by Mr. Ingling, seconded by Ms. Kosko to open the meeting to the public. All in favor. Motion carried.

Chair Gural opened the meeting to the public for comment.

Hearing no comment from the public, Chair Gural entertained a motion to close the public portion of the meeting.

Motion by Mr. Ingling, seconded by Mr. Mascia, to close the meeting to the public. All in favor. Motion carried.

APPROVAL OF CLAIMS PAYMENTS

Chair Gural asked members for their questions at this time. No questions were entertained.

Chair Gural entertained a motion to approve the following PARs as reviewed and recommended by the Claims Review Committee.

<i>Workers Compensation</i>	<i>General Liability</i>	<i>Auto</i>	<i>Property</i>
2024311468	2020178871	2021211871	2024325124
2024321411	2022261438		
2024331397			
2024329427			
MLT-2024328856			

2024328856			
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Motion by Mr. Hornickel, seconded by Mr. Wolbert to approve Payment Authority on the Claims reviewed and as recommended by the Claims Review Committee:

ROLL CALL

Yeas: James Ingling, Wrightstown Borough
Jerry Mascia, Mt. Laurel Twp.
Paula Kosko, Hainesport Twp.
Dan Hornickel, Pemberton Twp.
Rich Wolbert, Fund Secretary, Beverly City
John Gural, Fund Chair, Palmyra Borough
Mike Mansdoerfer, Riverside Twp.

Nays: None
Abstain: None

Motion carried by unanimous vote.

AUTHORIZATION TO ABANDON SUBROGATION – APPROVAL

There was one (1) claims this month presented for Abandonment of Subrogation.
2023287752

Fund Secretary Wolbert entertained a motion to Abandon Subrogation on claim number 2023287752 as presented.

Motion by Chair Gural, seconded by Mr. Ingling to approve Abandonment of Subrogation on claim number 2023287752, as presented.

ROLL CALL

Yeas: James Ingling, Wrightstown Borough
Jerry Mascia, Mt. Laurel Twp.
Paula Kosko, Hainesport Twp.
Dan Hornickel, Pemberton Twp.
Rich Wolbert, Fund Secretary, Beverly City
John Gural, Fund Chair, Palmyra Borough
Mike Mansdoerfer, Riverside Twp.

Nays: None
Abstain: None


MOTION TO ADJOURN

Chair Gural entertained a motion to adjourn the May 21, 2024 meeting of the BURLCO JIF.

Motion by Mr. Hornickel, seconded by Mr. Wolbert to adjourn the May 21, 2024 meeting of the BURLCO JIF. All in favor. Motion carried.

The meeting was adjourned at 3:47 PM.


Kris Kristie,
Recording Secretary for


Richard Wolbert, SECRETARY