

**BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND
CAFÉ MADISON
33 LAFAYETTE STREET
RIVERSIDE, NEW JERSEY**

APRIL 26, 2016

OPEN SESSION MINUTES

The meeting of the Burlington County Municipal Joint Insurance Fund (BURLCO JIF) was held at Café Madison, 33 Lafayette Street, Hainesport, New Jersey, on Tuesday, April 26, 2016 at 4:00PM, prevailing time. Chair Mansdoerfer, **Lumberton**, presiding. The meeting was called to order at 4:00PM.

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

Grace Archer, **Bordentown City**
Frank Nucera, **Bordentown Twp**
Glenn McMahon, **Chesterfield Twp**
Mike Templeton, **Delanco Twp**
Jeffrey Hatcher, **Delran Twp**
Patrice Hansell, **Fieldsboro Borough**
Richard Brook, **Florence Twp**
Donna Kilburn, *Alternate*, **Hainesport Twp**
Mike Mansdoerfer, **Lumberton Twp**
Mike Fitzpatrick, **Mansfield Twp**
Kathy Burger, **Medford Twp**
John Gural, **Palmyra Borough**
Dennis Gonzalez, **Pemberton Township**
Meghan Jack, **Riverside Twp**
David Matchett, **Shamong**
J. Paul Keller, **Springfield Twp**
Doug Cramer, **Tabernacle Twp**
Donna Ryan, **Westampton Twp**
James Ingling, **Wrightstown Borough**

Absent Fund Commissioners were:

Amanda Somes, **Bass River Twp**
Rich Wolbert, **Beverly City**
Linda Dougherty, **Edgewater Park Twp**
Meredith Tomczyk, **Mt. Laurel Twp**
Mary Picariello, **North Hanover Twp**
Donna Mull, **Pemberton Borough**
Kathy Hoffman, **Southampton Twp**
Maryalice Brown, **Woodland Twp**

Those also in attendance were:

Paul J. Miola, CPCU, ARM, Executive Director, *AJG Risk Management Services, Inc.*
Paul Forlenza, Deputy Executive Director, *AJG Risk Management Services, Inc.*
David S. DeWeese, Esquire, Fund Solicitor, *The DeWeese Law Firm, P.C.*
Tom Tontarski, Treasurer
John Saville, Safety Director, *J.A. Montgomery Risk Control*
Chris Roselli, Claims Administrator, *Qual-Lynx*
Karen Beatty, *QualCare*
Debby Schiffer, *Wellness Director*

Also present were the following Risk Management Consultant agencies:

AJM Insurance
CBIZ Benefits & Insurance Services
EJA/Capacity Insurance
Hardenberg Insurance Group
Insurance Agency Mgmt.

Absent Risk Management Consultant agencies were:

The Barclay Group
Conner Strong & Buckelew
Model Consulting

Motion by Mr. Keller, seconded by Mr. Cramer, to allow that this monthly meeting be conducted by the Fund Commissioners present with all matters to be decided upon by a combined majority vote of all the Fund Commissioners. All in favor. Motion carried.

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

APPROVAL OF THE MINUTES

Chair Mansdoerfer presented the meeting minutes of the March 15, 2016 Meeting of the Fund, as found in the agenda packet, for approval.

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

Motion by Mr. McMahon, seconded by Mr. Keller, to approve the meeting minutes of the March 15, 2016 meeting of the Fund as presented. Mr. Hatcher abstained. Motion carried.

APPROVAL OF CLOSED SESSION MINUTES

There was a distribution of the Closed Session Meeting Minutes to the Executive Committee at this time.

Chair Mansdoerfer presented the Closed Session Meeting Minutes of the March 15, 2016 meeting of the Fund for approval.

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

Motion by Mr. Keller, seconded by Mr. McMahon, to approve the Closed Session minutes of the March 15, 2016 meeting of the Fund as presented. Mr. Hatcher abstained. Motion carried.

The Closed Session minutes of the March 15, 2016 meeting shall not be released to the public until the reason(s) for their remaining closed is no longer applicable and the Fund Solicitor has had the opportunity to review them.

Closed Session Meeting Minutes from the March 15, 2016 meeting were collected at this time.

EXECUTIVE DIRECTOR'S REPORT

Mr. Miola reviewed the Executive Director's Report found in the agenda packet. He highlighted the following items:

Loss Ratio Snapshots – Quarterly Report – Mr. Miola noted that the Loss Ratio Snapshots were distributed to the members at the meeting.

Lost Time Accident Frequency Report – Mr. Miola noted that the BURLCO JIF had zero lost time accidents in the month of February, 2016.

Certificates of Insurance – Mr. Miola asked that these certificates of insurance be made part of the minutes of today's meeting.

2015 Safety Incentive Program Awards – Mr. Miola asked that all members review available balances for this program. He noted that the deadline to claim or encumber these funds is November 30, 2016.

2016 Optional Safety Budget - Mr. Miola asked that all members review available balances for this program. He noted that the deadline to claim or encumber these funds is November 30, 2016.

2016 Wellness Incentive Program Allowance – Mr. Miola stated that a report detailing the available balance for each member for the 2016 Wellness Incentive Program was included in the agenda packet. He stated that the deadline for claiming or encumbering the funds is November 30, 2016. All encumbered funds must be claimed by February 1, 2017.

Employment Practices Liability Compliance– Mr. Miola asked members to review the attached status report for the member's individual deductibles. He reminded the members that they must update their EPL Plan of Risk Management to be eligible for the lower co-pay and deductible.

EPL Allowance – Mr. Miola reminded members that the Fund has budgeted **\$200** for each member to help offset employment practice related expenses such as the solicitor's fee for updating member's EPL policies and procedures.

EPL Helpline – Authorized Contact List – Mr. Miola asked members to review the attached list for accuracy. He noted that the resolution for this is on the JIF website at www.burlcojif.org. Please contact the Executive Director's office with any questions.

Financial Fast Track – Mr. Miola reported that the JIF’s surplus position as of February 29, 2016 was \$8,994,556.

Regulatory Filing Checklists - – Mr. Miola noted that there were two regulatory filing checklists in his report and they provide an outline of required reporting to the Departments of Banking and Insurance and Community Affairs on an annual and monthly basis.

Capehart & Scatchard Updates – Mr. Miola noted that the Capehart & Scatchard updates are in the agenda packet and provide valuable information regarding WC, ADA and FMLA issues.

Statutory Bond Status – Mr. Miola reminded members to review the latest listing of the Statutory Bonds issued by the MEL for JIF members. These are issued to the individual, NOT the position. Members should review this list as some changes might have occurred at municipal reorganization meetings requiring new bonds to be issued.

Skateboard Park Approval Status– Mr. Miola stated that a report listing the current status of all approved skateboard parks or those under construction were included in his report. He noted that any member with a park currently under construction or in the review process should review the spreadsheet to be sure that it accurately depicts the status of the town’s facility. He also noted that all members considering construction of a skateboard park should contact his office prior to moving forward.

Quarterly Attendance Report – Mr. Miola stated that a report detailing attendance records through the first quarter of the 2016 fund Year was included in the agenda packet and he asked the members to review.

Managerial and Supervisory Training – Mr. Miola stated that an invitation was emailed to the Clerks, Fund Commissioners and Risk Management Consultants on November 3, 2016. There will be two (2) identical sessions each day; a morning session and an afternoon session. The next session is scheduled for March 17, 2016 at the Nicolosi’s Catering, West Deptford, New Jersey. There also will be a makeup session held on April 19, 2016 at the Margate Municipal Building, Margate, New Jersey.

MEL 2017-2018 Employment Practices Liability Program– Mr. Miola stated that an email was sent outlining the compliance procedure for the 2017-18 MEL EPL Plan of Risk Management Program. Members that update their loss control programs by October 1, 2016 will receive the standard EPL deductible of \$20,000 per claim plus a co-pay of 20% on each claim capped at \$50,000 and may be eligible to buy down deductibles and co-insurance caps. Members who fail to come into compliance by the October 1, 2016 deadline, will have a minimum deductible of \$100,000 per claim plus a co-pay of 20% on each claim with no cap. He encouraged the members to review the memo with their RMC and Municipal Solicitor to be sure they understand the procedure for compliance.

New Fund Commissioner Orientation – Mr. Miola stated that a New Fund Commissioner Orientation training session will be held on May 17, 2016 @ 2:00pm - prior to the Executive Committee meeting at the Hainesport Municipal Building. An email invitation was sent to all Fund Commissioners, RMC’s and Clerks.

Financial Disclosure Statement– Mr. Miola stated that in 2014, the Division of Local Government Services implemented a new “on line” process for completion and submission of Financial Disclosure forms. Each Fund Commissioner has a unique PIN# for which to file as their position of Fund Commissioner with the JIF. Newly assigned Fund Commissioners receive their filing PIN# from the Executive Director’s office once notified of their assignment. He

noted that the deadline for filing is April 29, 2016 and Local Finance Notice 2016-8 went out on April 4, 2016 to all Fund Commissioners and Clerks.

New Member Activity – Mr. Miola stated that there was no new member activity to report.

Mr. Miola asked if there were any questions at this time. There were none.

SOLICITOR'S REPORT

Burlington County Road Closure Requirements for Contractors & Municipal Events – Mr. Mr. DeWeese stated that the Policies, Procedures and Specification Manual from Burlington County for road occupancies, road openings, charitable solicitation and municipal events requires municipalities to complete forms in the manual anytime they occupy/utilize a County road. He stated that Meghan Jack sent the manual to him to review and he found some concerning language in the forms. They include:

- A Hold Harmless clause – the County is requiring municipalities to indemnify and hold the County harmless for County negligence. He stated that should not be in the manual.
- An Indemnification Agreement and release that is so broad that it releases the County from any liability for any event from “now until the end of time”. He stated that it could be used in the future to prohibit municipalities from filing a claim against the County.

He suggested to the members that the manual should be carefully reviewed before a municipality executes the documents.

Mr. DeWeese concluded his report by stating that he had some reports to discuss in closed session.

Closed Cases – Mr. DeWeese reported that there was no closed case(s) for the month of April, 2016.

Summary of General Liability files– Mr. DeWeese reported that there are 18 active General Liability claims.

SAFETY DIRECTOR'S REPORT

Mr. Saville that the Safety Director's Report is self-explanatory. He highlighted the following items:

MEL Video Library – He noted the email address: melvideolibrary@jamontgomery.com and a new phone number: 856-552-4900.

Safety Director's Bulletins – He noted that there was one (1) bulletin recently released; *Fire Extinguisher Essentials*.

MSI Training Programs – He noted that the upcoming MSI training programs for April, May and June were included in the agenda packet. He noted that monthly reminders are being sent out via email. He asked the members to contact his office if they are not receiving the emails.

Rutgers University Train-the-Trainer– Mr. Saville stated that Crossing Guard Training and Resources was held on April 21, 2016.

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

CLAIMS ADMINISTRATOR'S REPORT

Lessons Learned from Losses – April

Mr. Roselli stated that the *Lessons Learned from Losses* was included in the agenda packet.

Mr. Roselli stated that the focus this month is on Transitional Duty. He stated that the longer an employee is out of work, the more difficult it can be to get that employee back to work. Also, a workers' compensation judge can use the length of time an employee is out of work to measure the significance of an injury. He noted that a transitional duty assignment is temporary and may last from 1 week to 2 months. Transitional duty boosts morale, saves money and the employee experiences faster recoveries, both physically and psychologically. Some examples of transition duties in other towns are organize and inventory of the DPW workshop or shredding paper, scanning documents and answering phones.

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

WELLNESS DIRECTOR'S REPORT

Ms. Schiffer noted that her report is detailed in the agenda packet. She highlighted the following:

- A fourth meeting of the Firefighters Ad Hoc Committee was scheduled for April 19, 2016 at 7pm. The topic was bringing wellness resources and awareness to all firefighters to improve overall well-being.
- Wellness Connection Newsletter for April, 2016 was included in the agenda packet as well as being posted to the JIF website.
- Three (3) towns are participating in the "Healthy Weight for Life Challenge" which focuses on reaching a healthy weight for life instead of the biggest loser concept.
- Seven (7) towns have Lunch & Learns scheduled.
- Four (4) towns have Chair Massages scheduled.
- NJWELL program – Once again, employees covered under the NJ State Health Insurance will receive a \$125 reward gift card after completing the online health assessment, completing a Biometric health screening and earning 400 points. The website is: <http://shbp.horizonblue.com/health-wellness/njwell>

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

MANAGED HEALTH CARE REPORT

Ms. Beatty reviewed the Managed Care Report for *March 2016*.

Lost Time v. Medical Only Cases

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

	<i>March</i>	<i>YTD</i>
<i>Lost Time</i>	0	2

<i>Medical Only</i>	<i>13</i>	<i>35</i>
<i>Report Only</i>	<i>3</i>	<i>20</i>
<i>Total Intakes</i>	<i>16</i>	<i>57</i>
<i>Report Only % of Total</i>	<i>18.8%</i>	<i>35.1%</i>
<i>Medical Only/Lost Time Ratio</i>	<i>100:00</i>	<i>95:05</i>
<i>Average Days to Report</i>	<i>2.3</i>	<i>1.7</i>

Transitional Duty Report

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

<i>Transitional Duty Summary Report</i>	<i>YTD</i>
<i>Transitional Duty Days Available</i>	<i>607</i>
<i>Transitional Duty Days Worked</i>	<i>330</i>
<i>% of Transitional Duty Days Worked</i>	<i>54.4%</i>
<i>Transitional Duty Days Not Accommodated</i>	<i>277</i>
<i>% of Transitional Duty Days Not Accommodated</i>	<i>45.6%</i>

PPO Penetration Report:

Ms. Beatty presented the PPO Penetration Report:

<i>PPO Penetration Rate</i>	<i>March</i>
<i>Bill Count</i>	<i>154</i>
<i>Original Provider Charges</i>	<i>\$273,165</i>
<i>Re-priced Bill Amount</i>	<i>\$138,811</i>
<i>Savings</i>	<i>\$134,354</i>
<i>% of Savings</i>	<i>49.2%</i>
<i>Participating Provider Penetration Rate - Bill Count</i>	<i>87.0%</i>
<i>Participating Provider Penetration Rate - Provider Charges</i>	<i>82.8%</i>
<i>EPO Provider Penetration Rate - Bill Count</i>	<i>92.2%</i>
<i>EPO Provider Penetration Rate - Provider Charges</i>	<i>84.8%</i>

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

TREASURER'S REPORT

Mr. Tontarski presented an overview of the Treasurer's Report for month ending **March 31, 2016**, a copy of which was provided to the membership in the agenda packet.

Investment Interest

Interest received or accrued for the current month totaled \$3,615.44. This generated an average annual yield of .25%. After including an unrealized net gain of \$690.00 in the asset portfolio, the yield was adjusted to .29 % for this period. The total overview of the asset portfolio for the Fund shows an overall unrealized gain of \$5,480.00 as it relates to market value of \$3,005,480.00 vs. the amount invested.

Our asset portfolio with TD Wealth Management consists of one (1) obligation with maturity less than one year and one (1) obligation with maturity greater than one year.

Receipt Activity for the Period

	Monthly	YTD
Subrogation Receipts	\$11,422.75	\$13,836.72
FY 2016 Premium Assessments	\$21,066.00	

Claim Activity for the Period

Claim activity for the period for claims paid by the Fund and claims payable by the Fund at month end are in the amount of \$206,814.25. The claim detail for the 161 checks is as follows:

Direct Loss Payments	\$167,516.44
Claim Expenses	\$4,393.33
Legal Defense Costs	\$34,904.48

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

Delran Township	\$93,762.00
Chesterfield Township	\$3,732.00
Bordentown City	\$10,488.00

Cash Activity for the Period

During the reporting period, the Fund's "Cash Position" changed from an opening balance of \$17,806,185.22 to a closing balance of \$17,452,668.38 showing a decrease in the Fund of \$353,516.84.

Loss Run Payment Register

Chair Mansdoerfer entertained a motion to approve the **March 2016 Loss Run Payment Register** as presented.

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

Motion by Mr. Keller, seconded by Mr. Hatcher, to approve the **March 2016 Loss Run Payment Register**.

ROLL CALL *Yeas*

Grace Archer, **Bordentown City**
Frank Nucera, **Bordentown Twp**
Glenn McMahon, **Chesterfield Twp**
Mike Templeton, **Delanco Twp**
Jeffrey Hatcher, **Delran Twp**
Patrice Hansell, **Fieldsboro Borough**
Richard Brook, **Florence Twp**
Donna Kilburn, *Alt*, **Hainesport Twp**
Mike Mansdoerfer, **Lumberton Twp**
Mike Fitzpatrick, **Mansfield Twp**
Kathy Burger, **Medford Twp**
John Gural, **Palmyra Borough**
Dennis Gonzalez, **Pemberton Township**
Meghan Jack, **Riverside Twp**
David Matchett, **Shamong**
J. Paul Keller, **Springfield Twp**
Doug Cramer, **Tabernacle Twp**
Donna Ryan, **Westampton Twp**
James Ingling, **Wrightstown Borough**

Nays: None
Abstain: None

Motion carried by unanimous vote.

Bill List – April, 2016

For the Executive Committee’s consideration, Mr. Tontarski presented the *April 2016 Bill List* in the amount of \$723,043.80.

Chair Mansdoerfer entertained a motion to approve the *April 2016 Bill List* as presented.

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

Motion by Mr. Keller, seconded by Mr. McMahon, to approve the *April 2016 Bill List* totaling \$723,043.80.

ROLL CALL *Yeas*

Grace Archer, **Bordentown City**
Frank Nucera, **Bordentown Twp**
Glenn McMahon, **Chesterfield Twp**
Mike Templeton, **Delanco Twp**
Jeffrey Hatcher, **Delran Twp**
Patrice Hansell, **Fieldsboro Borough**
Richard Brook, **Florence Twp**
Donna Kilburn, *Alt*, **Hainesport Twp**
Mike Mansdoerfer, **Lumberton Twp**
Mike Fitzpatrick, **Mansfield Twp**
Kathy Burger, **Medford Twp**
John Gural, **Palmyra Borough**

Dennis Gonzalez, **Pemberton Township**
Meghan Jack, **Riverside Twp**
David Matchett, **Shamong**
J. Paul Keller, **Springfield Twp**
Doug Cramer, **Tabernacle Twp**
Donna Ryan, **Westampton Twp**
James Ingling, **Wrightstown Borough**

Nays: None
Abstain: None

Motion carried by unanimous vote.

COMMITTEE REPORTS

SAFETY COMMITTEE MEETING

Mr. Cramer stated that the Safety Committee met on March 15, 2016 and a copy of the meeting minutes was included in the agenda packet.

STRATEGIC COMMITTEE MEETING

Ms. Burger stated that the Strategic Committee met on March 18, 2016 and a copy of the meeting minutes was included in the agenda packet.

FINANCE COMMITTEE REPORT

Mr. Hatcher stated that the Fund advertised a budget amendment public hearing for today for the inclusion of Fieldsboro in the BURLCO JIF.

2016 Budget Amendment Public Hearing – Open the meeting

Motion by Mr. Keller, seconded by Mr. Cramer, to open the Budget hearing for public comment. All in favor. Motion carried by unanimous vote.

There was no public comment.

2016 Budget Amendment Public Hearing – Close the meeting

Motion by Mr. McMahon, seconded by Mr. Keller, to close the Budget hearing for public comment. All in favor. Motion carried by unanimous vote.

2016 Amended Budget Adoption

Motion by Mr. Keller, seconded by Mr. Hatcher, to adopt the 2016 Amended Budget totaling \$7,913,452.

ROLL CALL *Yeas*

Grace Archer, **Bordentown City**
Frank Nucera, **Bordentown Twp**
Glenn McMahon, **Chesterfield Twp**
Mike Templeton, **Delanco Twp**
Jeffrey Hatcher, **Delran Twp**
Patrice Hansell, **Fieldsboro Borough**
Richard Brook, **Florence Twp**
Donna Kilburn, *Alt*, **Hainesport Twp**
Mike Mansdoerfer, **Lumberton Twp**
Mike Fitzpatrick, **Mansfield Twp**
Kathy Burger, **Medford Twp**
John Gural, **Palmyra Borough**
Dennis Gonzalez, **Pemberton Township**
Meghan Jack, **Riverside Twp**
David Matchett, **Shamong**
J. Paul Keller, **Springfield Twp**
Doug Cramer, **Tabernacle Twp**
Donna Ryan, **Westampton Twp**
James Ingling, **Wrightstown Borough**

Nays: None
Abstain: None

Motion carried by unanimous vote.

2016 Amended Assessment Certification

Motion by Mr. McMahon, seconded by Mr. Keller, to adopt the 2016 Amended Assessment Certification.

ROLL CALL *Yeas*

Grace Archer, **Bordentown City**
Frank Nucera, **Bordentown Twp**
Glenn McMahon, **Chesterfield Twp**
Mike Templeton, **Delanco Twp**
Jeffrey Hatcher, **Delran Twp**
Patrice Hansell, **Fieldsboro Borough**
Richard Brook, **Florence Twp**
Donna Kilburn, *Alt*, **Hainesport Twp**
Mike Mansdoerfer, **Lumberton Twp**
Mike Fitzpatrick, **Mansfield Twp**
Kathy Burger, **Medford Twp**
John Gural, **Palmyra Borough**
Dennis Gonzalez, **Pemberton Township**
Meghan Jack, **Riverside Twp**
David Matchett, **Shamong**
J. Paul Keller, **Springfield Twp**

Doug Cramer, **Tabernacle Twp**
Donna Ryan, **Westampton Twp**
James Ingling, **Wrightstown Borough**

Nays: None
Abstain: None

Motion carried by unanimous vote.

MEL/RCF/E-JIF REPORT

MEL Meeting – January 7, 2016

Ms. Jack stated that there is a copy of the most recent *Power of Collaboration* article included in the agenda packet for the members review..

RCF Meeting – January 7, 2016

No meetings.

MISCELLANEOUS BUSINESS

Next Meeting

Chair Mansdoerfer noted that the next meeting of the BURLCO JIF will take place on **Tuesday, May 17, 2016 at 4:00 PM** at the **Hainesport Municipal Building, Hainesport, NJ.**

PUBLIC COMMENT

Motion by Mr. McMahon, seconded by Mr. Hatcher, to open the meeting to the public. All in favor. Motion carried.

Chair Mansdoerfer opened the meeting to the public for comment.

Hearing no comments, Chair Mansdoerfer entertained a motion to close the public portion of the meeting.

Motion by Mr. Keller, seconded by Mr. Cramer, to close the meeting to the public. All in favor. Motion carried.

EXECUTIVE SESSION MEETING – Resolution #2016-15

Chair Mansdoerfer entertained a motion to go into a closed session to discuss matters affecting the protection and safety of the public and to discuss pending or anticipated litigation and/or contract negotiations.

Motion by Mr. Keller, seconded by Mr. McMahon, to Adopt ***Resolution #2016-15***. All in favor. Motion carried.

A Closed Session of the BURLCO JIF was held and the meeting was then reopened to the public.

REOPEN PUBLIC PORTION OF THE MEETING

Chair Mansdoerfer entertained a motion to reopen the public portion of the meeting.

Motion by Mr. Keller, seconded by Mr. McMahon, to reopen the public portion of the meeting.
 All in favor. Motion carried.

APPROVAL OF CLAIMS PAYMENTS

Chair Mansdoerfer asked for a motion for *Approval of Claims Payment* on the following claims as presented in Closed Session.

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

Motion by Mr. Cramer, seconded by Mr. Keller, to approve the following claims as discussed in *Closed Session*.

<i>Workers' Compensation</i>	<i>General Liability</i>	<i>Property</i>
Z33679	X56046	Z35408
X94202		
Z30453		
Z27855		
Z26852		

ROLL CALL *Yeas*

- Grace Archer, **Bordentown City**
- Frank Nucera, **Bordentown Twp**
- Glenn McMahon, **Chesterfield Twp**
- Mike Templeton, **Delanco Twp**
- Jeffrey Hatcher, **Delran Twp**
- Patrice Hansell, **Fieldsboro Borough**
- Richard Brook, **Florence Twp**
- Donna Kilburn, *Alt*, **Hainesport Twp**
- Mike Mansdoerfer, **Lumberton Twp**
- Mike Fitzpatrick, **Mansfield Twp**
- Kathy Burger, **Medford Twp**
- Dennis Gonzalez, **Pemberton Township**
- Meghan Jack, **Riverside Twp**
- David Matchett, **Shamong**
- J. Paul Keller, **Springfield Twp**
- Doug Cramer, **Tabernacle Twp**
- Donna Ryan, **Westampton Twp**
- James Ingling, **Wrightstown Borough**

- Nays:* None
- Abstain:* John Gural, **Palmyra Borough**

Motion carried by unanimous vote.

AUTHORIZATION TO ABANDON SUBROGATION – APPROVAL

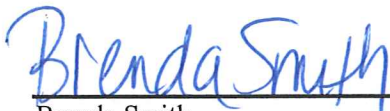
There were no claims presented to abandon subrogation attempts.

MOTION TO ADJOURN

Chair Mansdoerfer entertained a motion to adjourn the April 26, 2016 meeting of the BURLCO JIF.

Motion by Mr. Keller, seconded by Mr. McMahon, to adjourn the April 26, 2016 meeting of the BURLCO JIF. All in favor. Motion carried.

The meeting was adjourned at 5:06 pm.



Brenda Smith,
Recording Secretary for



Paul Keller, SECRETARY