

**BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND
HAINESPORT TOWNSHIP MUNICIPAL BUILDING
1 HAINESPORT CENTRE, RTE 537
HAINESPORT, NEW JERSEY**

JULY 15, 2014

OPEN SESSION MINUTES

The regular Meeting of the Burlington County Municipal Joint Insurance Fund (BURLCO JIF) was held at the Hainesport Township Municipal Building, 1 Hainesport Centre, Rte. 537, Hainesport, New Jersey, on Tuesday, July 15, 2014 at 4:00 PM, prevailing time. Chair Burger, **Medford Township**, presiding. The meeting was called to order at 4:00 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 Ireton, *Alternate*, **Bass River Twp**
Donna Snyder, *Alternate*, **Beverly City**
Grace Archer, **Bordentown City**
Dean Buhner, *Alternate*, **Bordentown Twp**
Glenn McMahon, **Chesterfield**
Jeffrey Hatcher, **Delran**
Linda Dougherty, **Edgewater Park**
Rich Brook, **Florence**
Leo Selb, **Hainesport**
Dawn Merriman, *Alternate*, **Lumberton**
Sean Gable, **Mansfield**
Kathy Burger, **Medford**
Barbara Sheipe, *Alternate*, **Palmyra**
David Matchett, **Shamong**
J. Paul Keller, **Springfield**
Doug Cramer, **Tabernacle**
Donna Ryan, **Westampton**

Absent Fund Commissioners were:

Mike Templeton, **Delanco**
Meredith Tomczyk, **Mt. Laurel**
Cindy Dye, **North Hanover**
Donna Mull, **Pemberton Borough**
Dennis Gonzalez, **Pemberton Township**

Meghan Jack, **Riverside**
Kathy Hoffman, **Southampton**
Maryalice Brown, **Woodland Twp**
James Ingling, **Wrightstown**

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.*
William J. Kearns, Solicitor, *Kearns, Reale & Kearns*
Tom Tontarski, Treasurer
John Saville, Safety Director, *J.A. Montgomery Risk Control*
Patty Davidson, Claims Administrator, *Qual-Lynx*
Karen Beatty, *QualCare*
Debby Schiffer, *Wellness Director*

Also present were the following Risk Management Consultant agencies:

The Barclay Group
Conner Strong & Buckelew
EJA/Capacity Insurance
Insurance Agency Management

Absent Risk Management Consultant agencies were:

Hardenberg Insurance Group
Model Consulting Inc.

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

APPROVE ACTING SECRETARY

Chair Burger entertained a motion to move Paul Keller, Springfield Twp, to Acting Secretary in Mike Mansdoerfer's absence.

Motion by Mr. Cramer, seconded by Mr. Hatcher, to move Paul Keller, Springfield Twp, to Acting Secretary in Mike Mansdoerfer's absence. All in favor. Motion carried.

MONTHLY MEETING CONDUCT

Chair Burger entertained a motion to allow this monthly meeting to be conducted directly by the Fund Commissioners present with all matters to be decided upon by a combined majority vote of all Fund Commissioners.

Motion by Mr. Keller, seconded by Mr. McMahon, to allow the meeting to be conducted directly by the Fund Commissioners present. All in favor. Motion carried.

APPROVAL OF THE MINUTES

Chair Burger presented the meeting minutes of the June 17, 2014 Meeting of the Fund, as found in the agenda packet, for approval.

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

Motion by Mr. Hatcher, seconded by Mr. Keller, to approve the meeting minutes of the June 17, 2014 meeting of the Fund as presented. All in favor. 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 Burger presented the Closed Session Meeting Minutes of the June 17, 2014 meeting of the Fund for approval.

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

Motion by Mr. Cramer, seconded by Mr. McMahon to approve the Closed Session minutes of the June 17, 2014 meeting of the Fund as presented. All in favor. Motion carried.

The Closed Session minutes of the June 17, 2014 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 June 17, 2014 meeting were collected at this time.

EXECUTIVE DIRECTOR'S REPORT

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

Lost Time Accident Frequency Report – Mr. Miola reported to the members that the BURLCO JIF currently has the 3rd lowest LTAF in the State.

Certificates of Insurance – Mr. Miola asked that these certificates be made part of the minutes.

2013 Safety Incentive Program Awards – Mr. Miola asked that all members review available balances for this year's program. He reminded the members that the deadline to claim or encumber these funds has been extended to December 1, 2014 as November 30, 2014 is a Sunday. All encumbered funds must be claimed by February 1, 2015.

2014 Optional Safety Budget - Mr. Miola asked that all members review available balances for this year's program. He reminded the members that the deadline to claim or encumber these funds has been extended to December 1, 2014 as November 30, 2014 is a Sunday. All encumbered funds must be claimed by February 1, 2015.

Employee Practices Liability Coverage Update – Mr. Miola informed the members that the checklist is in the agenda and to contact PERMA with any discrepancies.

EPL Allowance – Mr. Miola reminded the members that the balances for the EPL related expenses are on page 26 of the agenda packet.

EPL Hotline – Mr. Miola asked members to review the authorized contacts listed in the agenda packet on page 27.

Financial Fast Track – Mr. Miola noted that it shows a surplus of over \$8 mil.

Regulatory Filings – Mr. Miola reported that the filings are up to date.

Capehart & Scatchard Updates – Mr. Miola urged members and risk management consultants to review these articles. He reported that there is an article where the business owner was sent to jail for misclassifying his business to lower workers' compensation premiums. He noted that man was sentenced to 6 months in prison and

finer. Mr. Miola also mentioned that another article discusses Telecommuting as a reasonable accommodation under the ADA.

Statutory Bonds – Mr. Miola asked members to review the lists on pg 38.

Renewing Members – Mr. Miola reported there are twelve members up for renewal. He noted that there are three forms needed for renewal; the resolution authorizing renewal of the JIF membership, the agreement authorizing the membership, and the certification, which is a requirement of the Local Public Contracts law.

Member Visitation Program – Mr. Miola noted that he and Mr. Forlenza are contacting each renewing member requesting to attend a governing body meeting. He commented that this process is going well.

Annual Renewal Process – Mr. Miola reported that the annual renewal process through Exigis has begun. Please take note of the renewal deadline of August 30, 2014. Contact Jodi Palmeri with any issues.

Second Assessments – Mr. Miola stated that the second assessments are due August 15th.

Quarterly Attendance – Mr. Miola noted that members should review the attendance report in the agenda packet.

New Member Activity – Mr. Miola reported that a request for application has been made by Cinnaminson Township.

Mr. Miola asked if there were any questions at this time. There were no questions.

RESOLUTION 2014-21 BRENDA SMITH AS RECORDING SECRETARY

Chair Burger entertained a motion to appoint Brenda Smith as Recording Secretary effective September 1, 2014 through December 31, 2014 and authorizing the Fund Chair and Fund Secretary to sign a contract for Completion of Services.

Motion by Mr. Keller, seconded by Mr. McMahon, to appoint Brenda Smith as Recording Secretary effective September 1, 2014 through December 31, 2014 and authorizing the Fund Chair and Fund Secretary to sign a contract for Completion of Services.

ROLL CALL Yeas

Rich Ireton, *Alternate*, **Bass River Twp**
Donna Snyder, *Alternate*, **Beverly City**
Grace Archer, **Bordentown City**
Dean Buhner, *Alternate*, **Bordentown Twp**
Glenn McMahon, **Chesterfield**
Jeffrey Hatcher, **Delran**
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Leo Selb, **Hainesport**
Dawn Merriman, *Alternate*, **Lumberton**
Sean Gable, **Mansfield**
Kathy Burger, **Medford**
Barbara Sheipe, *Alternate*, **Palmyra**
David Matchett, **Shamong**
J. Paul Keller, **Springfield**
Doug Cramer, **Tabernacle**
Donna Ryan, **Westampton**

Nays: None
Abstain: None

Motion carried by unanimous vote.

RESOLUTION 2014-22 J.A. MONTGOMERY TO COMPLETE ADDITIONAL SERVICES

Chair Burger entertained a motion to authorize J.A. Montgomery Risk Control to complete additional services on behalf of the membership in accordance with NJ Department of Health “Right to Know” regulations.

Motion by Mr. Keller, seconded by Mr. Hatcher, to authorize J.A. Montgomery Risk Control to complete additional services on behalf of the membership in accordance with NJ Department of Health “Right to Know” regulations.

ROLL CALL *Yeas*

Rich Ireton, *Alternate*, **Bass River Twp**
Donna Snyder, *Alternate*, **Beverly City**
Grace Archer, **Bordentown City**
Dean Buhner, *Alternate*, **Bordentown Twp**
Glenn McMahon, **Chesterfield**
Jeffrey Hatcher, **Delran**
Linda Dougherty, **Edgewater Park**
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Sean Gable, **Mansfield**
Kathy Burger, **Medford**
Barbara Sheipe, *Alternate*, **Palmyra**
David Matchett, **Shamong**
J. Paul Keller, **Springfield**
Doug Cramer, **Tabernacle**
Donna Ryan, **Westampton**

Nays: None
Abstain: None

Motion carried by unanimous vote.

SOLICITOR'S REPORT

Mr. Kearns had nothing for open session.

SAFETY DIRECTOR'S REPORT

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

MEL Video Library – Mr. Saville commented that Palmyra and Southampton used videos this month.

MSI Training – Mr. Saville noted that the dates are listed in the agenda packet on pg 54-69. Please submit your form for hosting by August 29th, 2014.

Distracted Drivers – Mr. Saville urged members to use this new online training.

Right to Know – Mr. Saville commented that pg 53 has some preparation for RTK surveys that members should read.

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

CLAIMS ADMINISTRATOR'S REPORT

Lessons Learned from Losses – July

Ms. Davidson reported on the *Lessons Learned from Losses* which was included in the agenda packet.

MEL POL/EPL Corner

Ms. Davidson reported that the MEL resolved 7 claims on behalf of 7 JIFs. Total MEL payments amounted to \$1,938,506. The significant claims arise out of EPL disputes alleging C.E.P.A. violations, improper terminations or failure to promote, hostile work environment, sexual harassment, failure to accommodate, retaliation and discrimination.

Ms. Davidson noted that on behalf of the BURLCO JIF, one claim was resolved in the first quarter for a total payment by the MEL of \$148,492. The claim was for Medford Twp; Plaintiff alleged violation of CEPA rights. Claim settled for \$83,000 and defense costs were \$65,000.

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

The remainder of the Claims Administrator's report is for Closed Session.

WELLNESS DIRECTOR'S REPORT

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

- Fall Health Fairs– Delanco 2nd week Sept; Tabernacle 9/12; Chesterfield 9/17; Delran Sept 25th or Oct 9th; Pemberton Twp 9/26; Medford 10/10; and Mansfield Oct TBD.
- Delran will be hosting a walking challenge.
- Palmyra – held wellness meeting. Coordinator taught breathing exercises and Ms. Schiffer arranged BP screenings.
- Southampton – started a 6 week summer slim down program.
- Lumberton Twp -had their BP checked to measure adrenal gland fatigue after being checked in May.
- July topics include staying healthy throughout summer; walking “4” wellness (Ms. Schiffer is doing a 4 week webinar and she will share results); NJWELL deadline.

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 *July 2014*.

Lost Time v. Medical Only Cases

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

	<i>June</i>	<i>YTD</i>
<i>Lost Time</i>	5	9
<i>Medical Only</i>	18	52
<i>Report Only</i>	5	35
<i>Total Intakes(New Claims)</i>	28	91
<i>Report Only % of Total</i>	17.9%	38.5%
<i>Medical Only/Lost Time Ratio</i>	78:12	93:07
<i>Average Days to Report</i>	1.5	3.2

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>	1,193
<i>Transitional Duty Days Worked</i>	861
<i>% of Transitional Duty Days Worked</i>	72.2%
<i>Transitional Duty Days Not Accommodated</i>	332
<i>% of Transitional Duty Days Not Accommodated</i>	27.8%

Nurse Case Assignment Report:

<i>Nurse Case Summary Report (Inclusive of 3 JIFs)</i>	<i>June</i>
<i>Total Cases Assigned in month</i>	287
<i>Total Cases Closed in month</i>	63
<i>Total Cases Open in month</i>	56

PPO Penetration Report:

Ms. Beatty presented the PPO Penetration Report:

<i>PPO Penetration Rate</i>	<i>June</i>
<i>Bill Count</i>	123
<i>Original Provider Charges</i>	\$189,276
<i>Re-priced Bill Amount</i>	\$91,047
<i>Savings</i>	\$98,633
<i>% of Savings</i>	52.1%
<i>Participating Provider Penetration Rate - Bill</i>	95.1%

<i>Count</i>	
<i>Participating Provider Penetration Rate – Provider Charges</i>	99.4%
<i>EPO Provider Penetration Rate - Bill Count</i>	85.0%
<i>EPO Provider Penetration Rate – Provider Charges</i>	89.4%

Ms. Beatty asked if there were any questions.

TREASURER'S REPORT

Mr. Tontarski presented an overview of the Treasurer's Report for month ending **June 30, 2014**, a copy of which was provided to the membership in the agenda packet.

Investment Interest

Interest received or accrued for the current month totaled \$3,075.14. This generated an average annual yield of .27%. After including an unrealized net loss of \$6,085.00 in the asset portfolio, the yield was adjusted to -.33 % for this period. The total overview of the asset portfolio for the Fund shows an overall unrealized loss of \$3,675.00 as it relates to market value of \$5,496,325.00 vs. the amount invested.

Our asset portfolio with TD Wealth Management consists of three (3) obligations with maturities greater than two (2) years.

Receipt Activity for the Period

	Monthly	YTD
Subrogation Receipts	\$4,841.78	\$41,132.56
Overpayment Reimbursements	.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 \$184,332.72. The claim detail for the 209 checks is as follows:

Direct Loss Payments	\$153,254.69
Claim Expenses	\$7,248.04
Legal Defense Costs	\$23,829.99

Cash Activity for the Period

During the reporting period, the Fund's "Cash Position" changed from an opening balance of \$13,600,694.67 to a closing balance of \$13,330,362.93 showing a decrease in the fund of \$270,331.74.

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

Loss Run Payment Register

Chair Burger entertained a motion to approve the **June Loss Run Payment Register** as presented.

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

Motion by Mr. McMahon, seconded by Mr. Hatcher to approve the *June Loss Run Payment Register*.

ROLL CALL *Yeas*

Rich Ireton, *Alternate*, **Bass River Twp**
Donna Snyder, *Alternate*, **Beverly City**
Grace Archer, **Bordentown City**
Dean Buhner, *Alternate*, **Bordentown Twp**
Glenn McMahon, **Chesterfield**
Jeffrey Hatcher, **Delran**
Linda Dougherty, **Edgewater Park**
Rich Brook, **Florence**
Leo Selb, **Hainesport**
Dawn Merriman, *Alternate*, **Lumberton**
Sean Gable, **Mansfield**
Kathy Burger, **Medford**
Barbara Sheipe, *Alternate*, **Palmyra**
David Matchett, **Shamong**
J. Paul Keller, **Springfield**
Doug Cramer, **Tabernacle**
Donna Ryan, **Westampton**

Nays: None
Abstain: None

Motion carried by unanimous vote.

Bill List and RMC Bill List – July

For the Executive Committee’s consideration, Mr. Tontarski presented the *July Bill List* in the amount of \$577,871.91 and the *RMC Bill List* for \$138,568 for a combined total of \$716,439.91.

Chair Burger entertained a motion to approve the *Bill List and RMC Bill List* as presented.

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

Motion by Mr. Hatcher, seconded by Mr. McMahon, to approve the *July Bill List and RMC Bill List* as presented.

ROLL CALL *Yeas*

Rich Ireton, *Alternate*, **Bass River Twp**
Donna Snyder, *Alternate*, **Beverly City**
Grace Archer, **Bordentown City**
Dean Buhner, *Alternate*, **Bordentown Twp**
Glenn McMahon, **Chesterfield**
Jeffrey Hatcher, **Delran**
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Barbara Sheipe, *Alternate*, **Palmyra**

David Matchett, **Shamong**
J. Paul Keller, **Springfield**
Doug Cramer, **Tabernacle**
Donna Ryan, **Westampton**

Nays: None
Abstain: None

Motion carried by unanimous vote.

COMMITTEE REPORTS

SAFETY COMMITTEE- June 17, 2014

Chair Burger noted that Ms. Jack reported verbally last month and the minutes are a handout this evening.

Motion to rewrite JIF/MEL Crime Policy

Chair Burger entertained a motion to authorize the rewrite of the JIF/MEL Crime Policy. Mr. Forlenza noted that the memo is in the agenda packet commenting that it is a rewrite of an existing policy.

Motion by Mr. Keller, seconded by Mr. McMahon, to authorize the rewrite of the JIF/MEL Crime Policy as presented.

ROLL CALL *Yeas*

Rich Ireton, *Alternate*, **Bass River Twp**
Donna Snyder, *Alternate*, **Beverly City**
Grace Archer, **Bordentown City**
Dean Buhner, *Alternate*, **Bordentown Twp**
Glenn McMahon, **Chesterfield**
Jeffrey Hatcher, **Delran**
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Barbara Sheipe, *Alternate*, **Palmyra**
David Matchett, **Shamong**
J. Paul Keller, **Springfield**
Doug Cramer, **Tabernacle**
Donna Ryan, **Westampton**

Nays: None
Abstain: None

Motion carried by unanimous vote.

EJIF Seminar

Mr. Brook noted that the EJIF is hosting a "Staying in Compliance" seminar on August 19, 2014 at Auletto Caterers. Chair Burger stated the registration memo is on page 122 of the agenda packet.

Motion to Authorize Payment to Vendors in August

Chair Burger entertained a motion to authorize the processing and payment to Fund Vendors in August 2014.

Motion by Mr. Hatcher, seconded by Mr. McMahon, to authorize the processing and payment to Fund Vendors in August 2014 as presented.

ROLL CALL *Yeas*

Rich Ireton, *Alternate*, **Bass River Twp**
Donna Snyder, *Alternate*, **Beverly City**
Grace Archer, **Bordentown City**
Dean Buhner, *Alternate*, **Bordentown Twp**
Glenn McMahon, **Chesterfield**
Jeffrey Hatcher, **Delran**
Linda Dougherty, **Edgewater Park**
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Dawn Merriman, *Alternate*, **Lumberton**
Sean Gable, **Mansfield**
Kathy Burger, **Medford**
Barbara Sheipe, *Alternate*, **Palmyra**
David Matchett, **Shamong**
J. Paul Keller, **Springfield**
Doug Cramer, **Tabernacle**
Donna Ryan, **Westampton**

Nays: None
Abstain: None

Motion carried by unanimous vote.

Motion to Adopt a Revised 2014 Plan of Risk Management

Chair Burger entertained a motion to adopt a revised 2014 Plan of Risk Management. Mr. Miola stated that the changes are highlighted. He added that the changes are with the Property Policy as a result of Hurricane Sandy. He further noted that on page 136, the Cyber Limits were increased as well.

Motion by Mr. Keller, seconded by Mr. McMahon, to adopt a revised 2014 Plan of Risk Management as presented.

ROLL CALL *Yeas*

Rich Ireton, *Alternate*, **Bass River Twp**
Donna Snyder, *Alternate*, **Beverly City**
Grace Archer, **Bordentown City**
Dean Buhner, *Alternate*, **Bordentown Twp**
Glenn McMahon, **Chesterfield**
Jeffrey Hatcher, **Delran**
Linda Dougherty, **Edgewater Park**
Rich Brook, **Florence**
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Dawn Merriman, *Alternate*, **Lumberton**
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Barbara Sheipe, *Alternate*, **Palmyra**
David Matchett, **Shamong**
J. Paul Keller, **Springfield**
Doug Cramer, **Tabernacle**
Donna Ryan, **Westampton**

Nays: None
Abstain: None

Motion carried by unanimous vote.

PRIMA Conference Report

Mr. Brook stated that his PRIMA report can be found in the agenda packet for the members review.

MISCELLANEOUS BUSINESS

Next Meeting

Chair Burger noted that the next meeting of the BURLCO JIF will take place on **Tuesday, September 16, 2014 at 4:00 PM** at the **Hainesport Municipal Building, Hainesport, NJ.**

PUBLIC COMMENT

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

Chair Burger opened the meeting to the public for comment.

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

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

EXECUTIVE SESSION MEETING – Resolution #2014-23

Chair Burger 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. McMahon, seconded by Mr. Keller to Adopt ***Resolution #2014-23***. 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 Burger entertained a motion to reopen the public portion of the meeting.

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

APPROVAL OF CLAIMS PAYMENTS

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

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

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

<i>Workers' Compensation</i>	<i>General Liability</i>	<i>Property</i>
X79192	X85376	X94056
X94201	X56046	X83375
X92636		
X93981		
X93463		
X87603		
X83189		
W87219		

ROLL CALL *Yeas*

- Rich Ireton, *Alternate*, **Bass River Twp**
- Donna Snyder, *Alternate*, **Beverly City**
- Grace Archer, **Bordentown City**
- Dean Buhner, *Alternate*, **Bordentown Twp**
- Glenn McMahon, **Chesterfield**
- Jeffrey Hatcher, **Delran**
- Linda Dougherty, **Edgewater Park**
- Rich Brook, **Florence**
- Leo Selb, **Hainesport**
- Dawn Merriman, *Alternate*, **Lumberton**
- Sean Gable, **Mansfield**
- Kathy Burger, **Medford**
- Barbara Sheipe, *Alternate*, **Palmyra**
- David Matchett, **Shamong**
- J. Paul Keller, **Springfield**
- Doug Cramer, **Tabernacle**
- Donna Ryan, **Westampton**

Nays: None
Abstain: None

Motion carried by unanimous vote.

AUTHORIZATION TO ABANDON SUBROGATION – APPROVAL

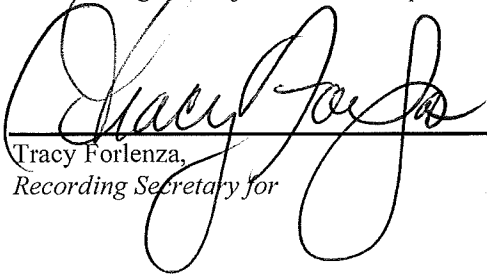
There was no subrogation to abandon.

MOTION TO ADJOURN

Chair Burger entertained a motion to adjourn the July 15, 2014 meeting of the BURLCO JIF.

Motion by Mr. Keller, seconded by Mr. Hatcher to adjourn the July 15, 2014 meeting of the BURLCO JIF. All in favor. Motion carried.

The meeting was adjourned at 5:00 pm.



Tracy Forlenza,
Recording Secretary for



Paul Keller, Acting Secretary