

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

MARCH 15, 2016

OPEN SESSION MINUTES

The 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, March 15, 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

Amanda Somes, **Bass River Twp**
Rich Wolbert, **Beverly City**
Grace Archer, **Bordentown City**
Frank Nucera, **Bordentown Twp**
Linda Dougherty, **Edgewater Park Twp**
Glenn McMahon, **Chesterfield Twp**
Mike Templeton, **Delanco Twp**
Patrice Hansell, **Fieldsboro Borough**
Tom Sahol, *Alternate*, **Florence Twp**
Leo Selb, **Hainesport Twp**
Mike Mansdoerfer, **Lumberton Twp**
Mike Fitzpatrick, **Mansfield Twp**
Kathy Burger, **Medford Twp**
Jerry Mascia, *Alternate*, **Mt. Laurel Twp**
Mary Picariello, **North Hanover Twp**
Barbara Sheipe, *Alternate*, **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:

Jeffrey Hatcher, **Delran 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
Conner Strong & Buckelew
EJA/Capacity Insurance
Hardenberg Insurance Group
Insurance Agency Mgmt.

Absent Risk Management Consultant agencies were:

The Barclay Group

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 February 16, 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 February 16, 2016 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 Mansdoerfer presented the Closed Session Meeting Minutes of the February 16, 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. Cramer, seconded by Mr. Keller, to approve the Closed Session minutes of the February 16, 2016 meeting of the Fund as presented. All in favor. Motion carried.

The Closed Session minutes of the February 16, 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 February 16, 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:

Lost Time Accident Frequency Report – Mr. Miola noted that the BURLCO JIF had zero lost time accidents in the month of January, 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. Instructions on claiming the funds were emailed to all members on January 20, 2016. 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 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 especially during this reorganization process. He noted 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 January 31, 2016 was **\$8,995,117**.

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.

Elected Officials Training – Mr. Miola stated that invitations for the sessions were emailed to all Municipal Clerks and Fund Commissioners on November 3, 2015. He stated that the last training class is scheduled for March 1, 2016 at O’Connor’s American Bar & Grille, Eastampton, New Jersey.

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.

Police Risk Management Training – Invite– Mr. Miola stated that invitations for the sessions were emailed to all Municipal Clerks and Fund Commissioners on November 3, 2015. He stated that the last training class will be held on March 22, 2016 at O’Connor’s American Bar & Grille, Eastampton, New Jersey. He noted that there have been some employees attending the training classes without being registered. He asked the Fund Commissioners to make sure all the employees are registered for the class.

Inclement Weather Policy – Mr. Miola stated that the Fund has adopted an Inclement Weather Policy, a copy of which is available on the JIF website www.burlcojig.org. Should it be necessary to cancel a meeting, his office will attempt to contact the Fund Commissioners via e-mail, direct telephone contact or posting a message on the Fund’s website.

New Fund Commissioner Orientation – Mr. Miola stated that a New Fund Commissioner Orientation training session will be held prior to the Executive Committee meeting on May 17, 2016 at the Hainesport Municipal Building, Hainesport, New Jersey.

2016 Safety Kickoff Breakfast – Mr. Miola noted that the 2016 Safety Kickoff Breakfast will be held on April 7, 2016 at the Indian Springs Country Club in Marlton, New Jersey. The kickoff begins at 8:30AM. A “Safe the Date” was emailed to all the Safety Coordinators, Claims Coordinators, Fund Commissioners and Risk Management Consultants on January 6, 2016. Invitations will be sent out in March, 2016.

Planning Retreat – Save the Date – Mr. Miola stated the 2016 Planning Retreat will be held on April 26, 2016 at Café Madison in Riverside, New Jersey. A “Save the Date” was emailed to all Fund Commissioners, Risk Management Consultants and Fund Professionals on February 29, 2016. A formal invitation will be sent out shortly.

Financial Disclosure Form Filing– Mr. Miola stated that in 2014, the Division of Local Government Services implemented a new online process from 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 appointed Fund Commissioners receive their PIN# from his office once notification is received and they have 30 days in which to file. Mr. Forlenza stated that those who are new Fund Commissioners and have filed already were removed because of a computer glitch and will have to go back and re-file for 2016.

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

Mr. DeWeese stated that he had some reports to discuss in closed session.

Closed Cases – Mr. DeWeese stated that there was one (1) closed case(s) since the last meeting.

Morse vs. Township of North Hanover

Summary of General Liability files– Mr. DeWeese reported that there are 15 active General Liability claims.

Litigation Defense Panel– Mr. DeWeese reported that he will be sending out the Litigation Defense Panel information to all the Fund Commissioners.

SAFETY DIRECTOR'S REPORT

Mr. Saville stated 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; *Automated External Defibrillators (AED) in Public Settings* issued this month.

MSI Training Programs – He noted that the upcoming MSI training programs for March, April and May 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 receiving the emails.

Rutgers University Train-the-Trainer– Mr. Saville stated that Crossing Guard Training and Resources will be 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 – March

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 maintaining records. He stated that proper maintenance of records can make a world of difference to a member and to the JIF. Lawsuits are won and lost based on documentation provided to support a position. Coverage can be denied to an insured if proper records are not maintained. He noted that electronic records should be maintained in such a way that the systems in which they are stored expands with technology. He noted to make sure that if the records are physical documents to keep them off the floor and not in a basement. He noted that inspection records are very important and need to be maintained.

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 third meeting of the Firefighters Ad Hoc Committee is scheduled for March 15, 2016 at 7pm.
- Wellness Connection Newsletter for March, 2016 was included in the agenda packet as well as being posted to the JIF website.
- Six (6) 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.
- NJWELL program – Once again, employees covered under the NJ State Health Insurance Program 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 *February 2016*.

Lost Time v. Medical Only Cases

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

	<i>Feb</i>	<i>YTD</i>
<i>Lost Time</i>	<i>1</i>	<i>2</i>
<i>Medical Only</i>	<i>14</i>	<i>22</i>
<i>Report Only</i>	<i>4</i>	<i>17</i>
<i>Total Intakes</i>	<i>19</i>	<i>41</i>
<i>Report Only % of Total</i>	<i>21.1%</i>	<i>41.5%</i>
<i>Medical Only/Lost Time Ratio</i>	<i>93:07</i>	<i>92:08</i>
<i>Average Days to Report</i>	<i>1.4</i>	<i>1.5</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>	475
<i>Transitional Duty Days Worked</i>	228
<i>% of Transitional Duty Days Worked</i>	48.0%
<i>Transitional Duty Days Not Accommodated</i>	247
<i>% of Transitional Duty Days Not Accommodated</i>	52.0%

PPO Penetration Report:

Ms. Beatty presented the PPO Penetration Report:

<i>PPO Penetration Rate</i>	<i>Feb</i>
<i>Bill Count</i>	133
<i>Original Provider Charges</i>	\$80,638
<i>Re-priced Bill Amount</i>	\$34,531
<i>Savings</i>	\$46,107
<i>% of Savings</i>	57.2%
<i>Participating Provider Penetration Rate - Bill Count</i>	96.2%
<i>Participating Provider Penetration Rate - Provider Charges</i>	98.1%
<i>EPO Provider Penetration Rate - Bill Count</i>	97.2%
<i>EPO Provider Penetration Rate - Provider Charges</i>	99.0%

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 **February 29, 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 \$3,265.54. This generated an average annual yield of .24%. After including an unrealized net loss of \$2,430.00 in the asset portfolio, the yield was adjusted to .06 % for this period. The total overview of the asset portfolio for the Fund shows an overall unrealized gain of \$4,790.00 as it relates to market value of \$3,004,790.00 vs. the amount invested.

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

Receipt Activity for the Period

	Monthly	YTD
Subrogation Receipts	1,158.37	\$2,413.97
FY 2016 Premium Assessments	\$3,413,687.50	

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 \$245,436.90. The claim detail for the 208 checks is as follows:

Direct Loss Payments	\$203,496.58
Claim Expenses	\$6,227.41
Legal Defense Costs	\$35,712.91

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

Delran Township	\$93,749.00
Chesterfield Township	\$3,731.00
Bordentown City	\$10,486.00

Cash Activity for the Period

During the reporting period, the Fund's "Cash Position" changed from an opening balance of \$15,541,443.16 to a closing balance of \$17,806,185.22 showing an increase in the Fund of \$2,264,742.06.

Loss Run Payment Register

Chair Mansdoerfer entertained a motion to approve the *February 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 Ms. Jack, to approve the *February 2016 Loss Run Payment Register*.

ROLL CALL *Yeas*

Amanda Somes, **Bass River Twp**
 Rich Wolbert, **Beverly City**
 Grace Archer, **Bordentown City**
 Frank Nucera, **Bordentown Twp**
 Linda Dougherty, **Edgewater Park Twp**
 Glenn McMahon, **Chesterfield Twp**
 Mike Templeton, **Delanco Twp**
 Patrice Hansell, **Fieldsboro Borough**
 Tom Sahol, *Alternate*, **Florence Twp**
 Leo Selb, **Hainesport Twp**
 Mike Mansdoerfer, **Lumberton Twp**
 Mike Fitzpatrick, **Mansfield Twp**
 Kathy Burger, **Medford Twp**
 Jerry Mascia, *Alternate*, **Mt. Laurel Twp**

Mary Picariello, **North Hanover Twp**
Barbara Sheipe, *Alternate*, **Palmyra Boro**
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 – March, 2016

For the Executive Committee’s consideration, Mr. Tontarski presented the ***March 2016 Bill List*** in the amount of \$181,538.46.

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

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

Motion by Ms. Jack, seconded by Mr. McMahon, to approve the ***March 2016 Bill List*** totaling \$181,538.46.

ROLL CALL *Yeas*

Amanda Somes, **Bass River Twp**
Rich Wolbert, **Beverly City**
Grace Archer, **Bordentown City**
Frank Nucera, **Bordentown Twp**
Linda Dougherty, **Edgewater Park Twp**
Glenn McMahon, **Chesterfield Twp**
Mike Templeton, **Delanco Twp**
Patrice Hansell, **Fieldsboro Borough**
Tom Sahol, *Alternate*, **Florence Twp**
Leo Selb, **Hainesport Twp**
Mike Mansdoerfer, **Lumberton Twp**
Mike Fitzpatrick, **Mansfield Twp**
Kathy Burger, **Medford Twp**
Jerry Mascia, *Alternate*, **Mt. Laurel Twp**
Mary Picariello, **North Hanover Twp**
Barbara Sheipe, *Alternate*, **Palmyra Boro**
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

FINANCE COMMITTEE MEETING

Chair Mansdoerfer stated that Mr. Hatcher gave a report at the last month's meeting and a copy of the meeting minutes were included in the agenda packet.

SAFETY COMMITTEE MEETING

Mr. Cramer stated that the Safety Committee met before the Executive Committee meeting and the Committee reviewed the following items: 2015 Annual Safety Director's Report. Membership Renewals, the JIF/MEL Loss Ratio, the MEL Safety and Education meeting minutes, and PEOSHA advisory. He noted that June is National Safety Month. He stated that the meeting minutes will be included in next month's agenda.

MEL/RCF/E-JIF REPORT

MEL Meeting – January 7, 2016

Ms. Jack stated that the meeting minutes were included in the agenda packet for review.

RCF Meeting – January 7, 2016

Mr. Matchett stated that the RCF will be having MEL CPU seminars on April 15, 2016 at the Holiday Inn @ Exit 8 off the New Jersey Turnpike. He noted that the seminars are free of charge.

EJIF Meeting – January 7, 2016

Ms. Jack stated that the meeting minutes were included in the agenda packet for review. She highlighted the following item:

Environmental Alert: The Hidden Cost of Free Property – Ms. Jack stated that if any municipality is interested in taking "free" or foreclosed properties, the EJIF's environmental consultants will perform a visual inspection of the property to identify indicators of environmental concern as well as utilize NJDEP DataMiner and iMapNJ services to review documented environmental concerns for the property prior to taking ownership of the property. She noted that the NJDEP is making a lot of changes to the storm water regulations and will not provide funding for mapping etc. Mr. Cramer stated that he recently attended a meeting and they intend to enforce all private storm water issues.

MISCELLANEOUS BUSINESS

Defense Panel RFPs

Chair Mansdoerfer stated that Defense Panel contracts will expire on July 1, 2016 and the Fund will be seeking a six (6) month contract to extend to December 31, 2016 and two (2) one (1) year contracts going forward.

Motion by Mr. Keller, seconded by Ms. Jack, to authorize the Executive Director's office to prepare, advertise and receive RFQs for the Defense Panel. All in favor. Motion carried.

Managed Care RFPs

Motion by Mr. Cramer, seconded by Ms. Jack, to authorize the Executive Director's office to prepare, advertise and receive RFPs for Managed Care Services. All in favor. Motion carried.

RESOLUTION 2016-15 – Authorizing an Interlocal Agreement to undertake a competitive contracting agreement for Managed Care Services

Mr. Forlenza stated that this agreement would be together with the ACM JIF and the TRICO JIF and would consolidate the process.

Motion by Mr. Keller, seconded by Mr. McMahon, to authorize an Interlocal Agreement to undertake a competitive contracting agreement for Managed Care Services.

ROLL CALL	<i>Yeas</i>	Amanda Somes, Bass River Twp
		Rich Wolbert, Beverly City
		Grace Archer, Bordentown City
		Frank Nucera, Bordentown Twp
		Linda Dougherty, Edgewater Park Twp
		Glenn McMahon, Chesterfield Twp
		Mike Templeton, Delanco Twp
		Patrice Hansell, Fieldsboro Borough
		Tom Sahol, <i>Alternate</i> , Florence Twp
		Leo Selb, Hainesport Twp
		Mike Mansdoerfer, Lumberton Twp
		Mike Fitzpatrick, Mansfield Twp
		Kathy Burger, Medford Twp
		Jerry Mascia, <i>Alternate</i> , Mt. Laurel Twp
		Mary Picariello, North Hanover Twp
		Barbara Sheipe, <i>Alternate</i> , Palmyra Boro
		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.

Next Meeting

Chair Mansdoerfer noted that the next meeting of the BURLCO JIF will take place on **Tuesday, April 26, 2016 at 4:00 PM** following the Planning Retreat at the **Café Madison, Riverside, NJ.**

PUBLIC COMMENT

Motion by Mr. McMahon, seconded by Mr. Keller, 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 #2016-14

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. McMahon, seconded by Mr. Keller, to Adopt ***Resolution #2016-14***. 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 Ms. Jack, 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. Keller, seconded by Ms. Jack, to approve the following claims as discussed in *Closed Session*.

<i>Workers' Compensation</i>	<i>Auto</i>	<i>Property</i>
Z27950	X84222	Z34450
Z34049		
X93463		

ROLL CALL *Yeas*

- Amanda Somes, **Bass River Twp**
- Rich Wolbert, **Beverly City**
- Grace Archer, **Bordentown City**
- Frank Nucera, **Bordentown Twp**
- Linda Dougherty, **Edgewater Park Twp**
- Glenn McMahon, **Chesterfield Twp**
- Mike Templeton, **Delanco Twp**
- Patrice Hansell, **Fieldsboro Borough**
- Tom Sahol, *Alternate*, **Florence Twp**
- Leo Selb, **Hainesport Twp**
- Mike Mansdoerfer, **Lumberton Twp**
- Mike Fitzpatrick, **Mansfield Twp**
- Kathy Burger, **Medford Twp**
- Jerry Mascia, *Alternate*, **Mt. Laurel Twp**
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- Barbara Sheipe, *Alternate*, **Palmyra Boro**
- 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.

AUTHORIZATION TO ABANDON SUBROGATION – APPROVAL

There were no claims presented for abandon subrogation.

MOTION TO ADJOURN

Chair Mansdoerfer entertained a motion to adjourn the March 15, 2016 meeting of the BURLCO JIF.

Motion by Mr. Keller, seconded by Ms. Jack to adjourn the March 15, 2016 meeting of the BURLCO JIF. All in favor. Motion carried.

The meeting was adjourned at 5:04 pm.



Brenda Smith,
Recording Secretary for



Paul Keller, SECRETARY