



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

**MAY 17, 2016**

***OPEN SESSION MINUTES***

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The meeting of the Burlington County Municipal Joint Insurance Fund (BURLCO JIF) was held at Hainesport Municipal Building, 1 Hainesport Centre, Hainesport, New Jersey, on Tuesday, May 17, 2016 at 4:00PM, prevailing time. Chair Mansdoerfer, **Lumberton**, presiding. The meeting was called to order at 4:02PM.

***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**  
Mike Templeton, **Delanco Twp**  
Jeffrey Hatcher, **Delran Twp**  
Patrice Hansell, **Fieldsboro Borough**  
Richard Brook, **Florence Twp**  
Leo Selb, **Hainesport Twp**  
Mike Mansdoerfer, **Lumberton Twp**  
Mike Fitzpatrick, **Mansfield Twp**  
Kathy Burger, **Medford Twp**  
Jerry Mascia, **Alternate, Mt. Laurel 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**

Absent Fund Commissioners were:

Glenn McMahon, **Chesterfield Twp**  
Linda Dougherty, **Edgewater Park Twp**  
Mary Picariello, **North Hanover Twp**  
Donna Mull, **Pemberton Borough**  
Kathy Hoffman, **Southampton Twp**  
Maryalice Brown, **Woodland Twp**  
James Ingling, **Wrightstown Borough**

Those also in attendance were:

Paul J. Miola, CPCU, ARM, 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  
Insurance Agency Mgmt.

Absent Risk Management Consultant agencies were:

The Barclay Group  
Conner Strong & Buckelew  
Hardenberg Insurance Group  
Model Consulting

#### ***CONDUCT OF MONTHLY MEETING***

Motion by Mr. Hatcher, seconded by Ms. Jack, 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.

Chair Mansdoerfer stated that Mr. Fitzpatrick had to leave the meeting early today; however, wanted to review one PAR from his municipality before he had to leave.

Motion by Mr. Keller, seconded by Mr. Cramer, to amend the agenda and go into Closed Session to discuss (1) PAR. All in favor. Motion carried.

#### ***EXECUTIVE SESSION MEETING – Resolution #2016-18***

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. Motion by Keller, seconded by Cramer, to go into closed session to discuss (1) PAR. All in favor. Motion carried.

Motion by Mr. Keller, seconded by Mr. Hatcher, to Adopt Resolution #2016-18. All in favor.  
Motion carried.

***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 THE MINUTES***

Chair Mansdoerfer presented the meeting minutes of the April 26, 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. Keller, seconded by Mr. Hatcher, to approve the meeting minutes of the April 26, 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 April 26, 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. Hatcher, seconded by Ms. Jack, to approve the Closed Session minutes of the April 26, 2016 meeting of the Fund as presented. All in favor. Motion carried.

The Closed Session minutes of the April 26, 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 April 26, 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 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. 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. He noted the resolution for this is on the JIF website at [www.burlcojif.org](http://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 March 31, 2016 was \$9,557,581.

**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.

**New Fund Commissioner Orientation** – Mr. Miola stated Paul Forlenza conducted a New Fund Commissioner Orientation training session prior to today’s Executive Committee meeting at the Hainesport Municipal Building.

**RMC Roundtable**– Mr. Miola stated that a RMC roundtable was held on May 10, 2016 at Merighi’s Savoy Inn in Vineland, New Jersey. He noted that those who attended were provided with important information on a variety of topics including coverage provided by the JIF and the annual renewal process. It was a successful session.

**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.

**Member Visitation**– Mr. Miola stated that a representative from his office will be contacting those members up for renewal this year to schedule an appointment with the Fund Commissioner, Risk Management Consultant and representatives of the governing body to discuss the member’s participation in the JIF and the many programs available to them. He noted that it is important to have the decision makers in each municipality to understand the value of the JIF membership.

**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.

**Litigation Management Guidelines**– Mr. DeWeese presented a resolution establishing procedures for assigned defense counsel and the delegation of their litigation tasks. He stated that he forwarded the revised Litigation Management Guidelines to the Finance Committee for their review. He plans to present them for adoption at the June meeting.

Motion by Mr. Keller, seconded by Mr. Hatcher, to approve Resolution 2016-17, Establishing Procedures for Assigned Defense Counsel’s authorized Delegation of Litigation Tasks and Authorizing the Incorporation of these guidelines into the BURLCO JIF Litigation Management Guidelines. All in favor. Motion carried.

**Closed Cases** – Mr. DeWeese reported that there was one (1) closed case(s) for the month of May, 2016.

**Summary of General Liability files**– Mr. DeWeese reported that there are 19 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](mailto:melvideolibrary@jamontgomery.com) and a new phone number: 856-552-4900.

**Safety Director’s Bulletins** – He noted that there was one (1) bulletin; *Comprehensive Playground Inspection Program* issued in the last month.

**MSI Training Programs** – He noted that the upcoming MSI training programs for June, July and August 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. He noted that you must pre-register for these programs.

**Status of Safety Contracts**– Mr. Saville stated that a list of the status of safety contracts received as of April 29, 2016 was included in his report. He asked the members to review the list and if they have any questions to contact his office.

**MSI Training Administrators**– Mr. Saville stated that a list of the MSI Training Administrators was included in his report. He asked the members to review the list and make sure the correct name is listed. Any questions contact his office.

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

### **CLAIMS ADMINISTRATOR'S REPORT**

#### ***Lessons Learned from Losses – May***

Mr. Roselli stated that the *Lessons Learned from Losses* was included in the agenda packet. Mr. Roselli stated that the focus for this month is hurricanes and flooding. He stated that every member should make sure their flood policies are in place on buildings that are in a flood zone. He stated that each town should report a claim to FEMA as soon as possible and understand their “mitigation” program. A town can receive additional money from FEMA to prevent a similar loss in the future. He stated that each town should appoint a person to be the central contact person and a conduit between FEMA, insurance adjusters and the municipality. He stated that each town should take pictures of anything about to be repaired or discarded.

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 fifth meeting of the Firefighters Ad Hoc Committee was scheduled for May 17, 2016 at 7pm. The topic was bringing wellness resources and awareness to all firefighters to improve overall well-being.
- Wellness Connection Newsletter for May, 2016 was included in the agenda packet as well as being posted to the JIF website.
- One (1) town completed the “Healthy Weight for Life Challenge” which focuses on reaching a healthy weight for life instead of the biggest loser concept.
- One (1) town joined the “Healthy Weight for Life Challenge”.
- Three (3) towns have Lunch & Learns scheduled.
- Seven (7) towns have had or are planning presentations.
- One (1) town is using their wellness funds to have fresh fruit provided monthly for their employees.
- Two (2) towns allocated time for their employees to walk for 15 minutes a day.
- Three (3) towns have Lunch & Learns scheduled.
- Ms. Schiffer noted that an email was sent regarding AETNA and their “Healthiest City/County”. \$1.5 million in prizes is being offered over the next several years.
- 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 *April 2016*.

**Lost Time v. Medical Only Cases**

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

	<i>April</i>	<i>YTD</i>
<i>Lost Time</i>	3	5
<i>Medical Only</i>	11	46
<i>Report Only</i>	5	25
<i>Total Intakes</i>	19	76
<i>Report Only % of Total</i>	26.3%	32.9%
<i>Medical Only/Lost Time Ratio</i>	79:21	90:10
<i>Average Days to Report</i>	0.9	1.5

**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>	736
<i>Transitional Duty Days Worked</i>	351
<i>% of Transitional Duty Days Worked</i>	47.7%
<i>Transitional Duty Days Not Accommodated</i>	385
<i>% of Transitional Duty Days Not Accommodated</i>	52.3%

**PPO Penetration Report:**

Ms. Beatty presented the PPO Penetration Report:

<i>PPO Penetration Rate</i>	<i>April</i>
<i>Bill Count</i>	149
<i>Original Provider Charges</i>	\$204,923
<i>Re-priced Bill Amount</i>	\$83,434
<i>Savings</i>	\$121,414

<i>% of Savings</i>	59.2%
<i>Participating Provider Penetration Rate - Bill Count</i>	84.6%
<i>Participating Provider Penetration Rate – Provider Charges</i>	93.3%
<i>EPO Provider Penetration Rate - Bill Count</i>	84.7%
<i>EPO Provider Penetration Rate – Provider Charges</i>	96.7%

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 **April 30, 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 \$3,913.98. This generated an average annual yield of .28%. After including an unrealized net gain of \$420.00 in the asset portfolio, the yield was adjusted to .31 % for this period. The total overview of the asset portfolio for the Fund shows an overall unrealized gain of \$5,900.00 as it relates to market value of \$3,005,900.00 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	\$4,916.06	\$18,752.78

**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 \$139,074.47. The claim detail for the 180 checks is as follows:

Direct Loss Payments	\$111,803.41
Claim Expenses	\$8,109.40
Legal Defense Costs	\$19,161.66

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

Delran Township	\$93,775.00
Chesterfield Township	\$3,733.00
Bordentown City	\$10,489.00



**Cash Activity for the Period**

During the reporting period, the Fund's "Cash Position" changed from an opening balance of \$17,452,668.38 to a closing balance of \$16,598,511.81 showing a decrease in the Fund of \$854,156.57.

***Loss Run Payment Register***

Chair Mansdoerfer entertained a motion to approve the *April 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. Cramer, to approve the *April 2016 Loss Run Payment Register*.

<b>ROLL CALL</b>	<b>Yeas</b>	Amanda Somes, <b>Bass River Twp</b>
		Rich Wolbert, <b>Beverly City</b>
		Grace Archer, <b>Bordentown City</b>
		Frank Nucera, <b>Bordentown Twp</b>
		Mike Templeton, <b>Delanco Twp</b>
		Jeffrey Hatcher, <b>Delran Twp</b>
		Patrice Hansell, <b>Fieldsboro Borough</b>
		Richard Brook, <b>Florence Twp</b>
		Leo Selb, <b>Hainesport Twp</b>
		Mike Mansdoerfer, <b>Lumberton Twp</b>
		Mike Fitzpatrick, <b>Mansfield Twp</b>
		Kathy Burger, <b>Medford Twp</b>
		Jerry Mascia, <i>Alternate</i> , <b>Mt. Laurel Twp</b>
		John Gural, <b>Palmyra Borough</b>
		Dennis Gonzalez, <b>Pemberton Township</b>
		Meghan Jack, <b>Riverside Twp</b>
		David Matchett, <b>Shamong</b>
		J. Paul Keller, <b>Springfield Twp</b>
		Doug Cramer, <b>Tabernacle Twp</b>
		Donna Ryan, <b>Westampton Twp</b>

*Nays:* None  
*Abstain:* None

Motion carried by unanimous vote.

***Bill List – May, 2016***

For the Executive Committee's consideration, Mr. Tontarski presented the *May 2016 Bill List* in the amount of \$80,154.38.

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

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

Motion by Mr. Cramer, seconded by Ms. Jack, to approve the *May 2016 Bill List* totaling \$80,154.38.

**ROLL CALL**    *Yeas*

Amanda Somes, **Bass River Twp**  
Rich Wolbert, **Beverly City**  
Grace Archer, **Bordentown City**  
Frank Nucera, **Bordentown Twp**  
Mike Templeton, **Delanco Twp**  
Jeffrey Hatcher, **Delran Twp**  
Patrice Hansell, **Fieldsboro Borough**  
Richard Brook, **Florence Twp**  
Leo Selb, **Hainesport Twp**  
Mike Mansdoerfer, **Lumberton Twp**  
Mike Fitzpatrick, **Mansfield Twp**  
Kathy Burger, **Medford Twp**  
Jerry Mascia, *Alternate*, **Mt. Laurel 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**

*Nays:*        None  
*Abstain:*    None

Motion carried by unanimous vote.

***COMMITTEE REPORTS***

Nothing to report.

***MEL/RCF/E-JIF REPORT***

***MEL JIF Casualty and Crime Endorsement***

Ms. Jack stated that the JIF Casualty and Crime Endorsements were included in the agenda packet and need approval.

Motion by Mr. Keller, seconded by Ms. Jack, to accept the JIF Casualty and Crime Endorsements as presented. All in favor. Motion carried.

***MISCELLANEOUS BUSINESS***

*Next Meeting*

Chair Mansdoerfer noted that the next meeting of the BURLCO JIF will take place on **Tuesday, June 21, 2016 at 4:00 PM** at the **Hainesport Municipal Building, Hainesport, NJ.**

***County Road Agreement***

Mr. Miola stated that this subject was initially discussed at the April Executive Committee meeting. He stated that he received a call from Glenn Paulsen, Esquire, representing the County and he indicated that the County was interested in resolving the issue. Mr. DeWeese reviewed language that was sent by Mr. Paulsen. Mr. Miola then stated that he received a call from Evan Crook, Esquire, also representing the County and he agreed in principle to the suggested changes; however, the language would have to be reviewed by the County Solicitor and County Engineer. He received a follow up call from Mr. Crook and an agreement was reached as to the amendments to the County's manual and agreement. The Board of Chosen Freeholders will adopt a resolution to make changes at their May 25<sup>th</sup> meeting. Mr. Miola distributed a handout that documented the discussions and the changes to be made to Section 8: Hold Harmless clause and Section 9: Insurance. He recommended that the Fund Commissioners adopt and use the updated Release and Indemnification Agreement and return it in to the County when having any town events.

***PUBLIC COMMENT***

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

***EXECUTIVE SESSION MEETING – Resolution #2016-18***

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. Hatcher, to Adopt ***Resolution #2016-18***. 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. Hatcher, seconded by Mr. Keller, 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. Hatcher, seconded by Ms. Jack, to approve the following claims as discussed in *Closed Session*.

<i>Workers' Compensation</i>	<i>General Liability</i>	<i>Property</i>
<i>Z34871</i>	<i>X33904</i>	<i>Z36775</i>
<i>Z32232</i>	<i>Z04784</i>	

**ROLL CALL    *Yeas***

- Amanda Somes, **Bass River Twp**
- Rich Wolbert, **Beverly City**
- Grace Archer, **Bordentown City**
- Frank Nucera, **Bordentown Twp**
- Mike Templeton, **Delanco Twp**
- Jeffrey Hatcher, **Delran Twp**
- Patrice Hansell, **Fieldsboro Borough**
- Richard Brook, **Florence Twp**
- Leo Selb, **Hainesport Twp**
- Mike Mansdoerfer, **Lumberton Twp**
- Mike Fitzpatrick, **Mansfield Twp**
- Kathy Burger, **Medford Twp**
- Jerry Mascia, *Alternate*, **Mt. Laurel 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**

*Nays:*        None

*Abstain:*    None

Motion carried by unanimous vote.

**AUTHORIZATION TO ABANDON SUBROGATION – APPROVAL**

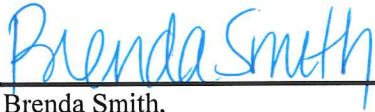
There were no claims presented for abandon subrogation.

**MOTION TO ADJOURN**

Chair Mansdoerfer entertained a motion to adjourn the May 17, 2016 meeting of the BURLCO JIF.

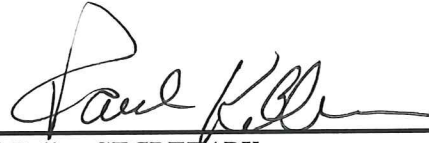
Motion by Mr. Cramer, seconded by Ms. Jack, to adjourn the May 17, 2016 meeting of the BURLCO JIF. All in favor. Motion carried.

The meeting was adjourned at 5:00 pm.



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Brenda Smith,  
*Recording Secretary for*



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*Paul Keller, SECRETARY*