

**BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND
RESOLUTION #2017- 31**

**RESOLUTION AMENDING RESOLUTION 2017-03 AND AUTHORIZING AN
AMENDMENT TO THE 2017 RIGHT TO KNOW CONTRACT BETWEEN THE
BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND AND J. A.
MONTGOMERY**

WHEREAS, the Executive Committee of the Burlington County Municipal Joint Insurance Fund (BURLCO JIF) adopted Resolution 2017-03 "Appointing Professional Staff" on January 17, 2017; and

WHEREAS, Resolution 2017-03 specifically appointed J. A. Montgomery as the Right to Know Coordinator for the BURLCO JIF at a fee not to exceed \$16,270; and

WHEREAS, in correspondence dated May 16, 2017, following the conclusion of the 2016 Right to Know survey and inventory activities, J. A. Montgomery advised the BURLCO JIF of member deficiencies in areas including hazard communication plans, safety data sheets, posters and training records; and

WHEREAS, in response to these deficiencies, the Right to Know Coordinator has offered to assist the BURLCO JIF members by providing them access to their *Central File Drop Box* service; and

WHEREAS, access to the *Central File Drop Box* service will provide members with instant access to Safety Data Sheets, Hazardous Substance Facts Sheets, the member's last Right-to-Know survey, Written Hazard Communication Programs, Training Documentation, and Right to Know Posters; and

WHEREAS, at its meeting of June 20, 2017, the Executive Safety Committee reviewed the Right to Know Coordinator's proposal and recommended that the BURLCO JIF authorize this additional service for its members to provide them with the necessary tools for compliance with New Jersey PEOSHA regulations; and

WHEREAS, the cost for access to this service is \$300 per member or \$8,100 for all members; and

WHEREAS, funds are available in the BURLCO JIF's 2017 Budget to pay for these additional services; and

WHEREAS, adoption of this Resolution prior to the end of 2017 will allow the Right to Know Coordinator to implement this service in time for the completion of the 2017 Right to Know Survey & Inventory.

NOW THEREFORE BE IT RESOLVED by the Burlington County Municipal Joint Insurance Fund that the Scope of Services of the 2017 Right to Know contract between J. A. Montgomery and the BURLCO JIF is hereby amended to include member access to the Central File Drop Box service; and

BE IT FURTHER RESOLVED that the not to exceed figure of \$16,270 for the Right to Know Coordinator included in Resolution 2017-03 is hereby amended to a not to exceed figure of \$24,370; and

BE IT FURTHER RESOLVED that a copy of this Resolution be provided to the Fund Administrator, Fund Treasurer, Right to Know Coordinator, and Fund Solicitor for their information and necessary action.

This Resolution was duly adopted by the Burlington County Municipal Joint Insurance Fund at a public meeting held on September 19, 2017.

BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND

Attest: 
Meghan Jack, Secretary

By: 
Paul Keller, Chairperson


Glenn McMahon, Acting Sec

Date: September 19, 2017