

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

May 15, 2018

***OPEN SESSION MINUTES***

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A 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, Tuesday, May 15, 2018 at 3:30PM, prevailing time. Chair Keller, **Springfield**, presiding. The meeting was called to order at 3:30PM.

***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, **Bass River Twp** *Alternate*  
Rich Wolbert, **Beverly City**  
Grace Archer, **Bordentown City**  
Mike Theokas, **Bordentown Twp.**  
Glenn McMahon, **Chesterfield Twp.**  
Mike Templeton, **Delanco Twp.**  
Jeff Hatcher, **Delran Twp**....arrived 3:46pm  
Richard Brook, **Florence Twp**  
Paula Kosko, **Hainesport Twp.**  
Mike Mansdoerfer, **Lumberton Twp.**  
Kathy Burger, **Medford Twp.**  
Jerry Mascia, **Mt. Laurel Twp.**  
John Gural, **Palmyra Borough**  
Dennis Gonzalez, **Pemberton Twp**  
Meghan Jack, **Riverside Twp.**  
David Matchett, **Shamong Twp.**  
J. Paul Keller, **Springfield Twp.**  
Doug Cramer, **Tabernacle Twp.**  
Steve Ent, **Westampton Twp**, *Alternate*  
James Ingling, **Wrightstown Borough**

Absent Fund Commissioners were:

Tom Pullion, **Edgewater Park Twp.**  
Patrice Hansell, **Fieldsboro Twp.**  
Mike Fitzpatrick, **Mansfield Twp.**  
Mary Picariello, **North Hanover Twp**

Donna Mull, **Pemberton Boro**  
Kathy Hoffman, **Southampton Twp.**  
Maryalice Brown, **Woodland Twp.**

Those also in attendance were:

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

Also present were the following Risk Management Consultant agencies:

Hardenberg Insurance Group  
EJA/Capacity Insurance  
Conner Strong & Buckelew

Absent Risk Management Consultant agencies:

CBIZ Benefits & Insurance Services  
Insurance Agency Mgmt.

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

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

Motion by Ms. Jack, seconded by Mr. Cramer, to allow that this monthly meeting to 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.

#### ***APPROVAL OF THE OPEN & CLOSED SESSION MINUTES***

Chair Keller presented the Open & Closed session meeting minutes of the April 17, 2018 meeting of the Fund, as found in the agenda packet, for approval.

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

Motion by Mr. McMahon, seconded by Ms. Jack, to approve the Open & Closed session meeting minutes of the April 17, 2018 meeting of the Fund as presented.

#### **Motion carried.**

The Closed Session minutes of the April 17, 2018 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 17, 2018 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:

***2018 Optional Safety Budget*** - Mr. Miola asked that all members review available balances for this program and to contact the Executive Directors office or your RMC with any questions.

***2018 Wellness Incentive Program Allowance*** – Mr. Miola asked that all members review available balances for this program and to contact the Executive Director's office or your RMC with any questions.

***Employment Practices Liability Coverage Update*** – Mr. Miola asked the members to please review this spreadsheet for accuracy.

***EPL/Cyber Risk Management Budget*** – Mr. Miola noted the JIF has budgeted \$500 for each member to help offset employment practice and cyber security related expenses. This budget can be a valuable resource to members in addressing these areas of exposure. If you need additional information regarding this program, please contact our office.

***EPL Helpline – Authorized Contact List*** – Mr. Miola asked members to review the attached list for accuracy. He noted any changes must be done by Resolution and the Resolution for this is available 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 noted the “snapshot” was included in the agenda packet and as of 2018; the JIF's surplus position was \$11,437,128.

***Regulatory Filing Checklists*** – Mr. Miola stated included in the agenda were two regulatory filing checklists that we provide each month as part of our due diligence reporting on behalf of the JIF. These checklists provide an outline of required reporting to the Departments of Banking and Insurance and Community Affairs on an annual and a monthly basis, and the status of the items outlined.

***Statutory Bond Status*** – Mr. Miola stated that attached to his report is the latest listing of Statutory Bonds issued by the MEL for JIF members. This list should be reviewed for accuracy. Any questions on the status of an application or a listed bond should be directed to Cate Kiernan at PERMA. Cate can be reached at 201-518-7031.

***Police Command Staff Training*** -Mr. Miola noted Risk Management Training for Police Command Staff has been scheduled. Attendance at this training by Police Command Staff is required for compliance with the MEL's 2019/2020 EPL Plan of Risk Management. Invitations for the sessions were e-mailed to all Municipal Clerks and Fund Commissioners on January 10, 2018. There are two (2) identical sessions each day: a morning session 9:00 am – 11:30 am, and an afternoon session 1:00 pm – 3:30 pm. The sign-in sheets from February 13 and April 26, 2018 are posted on the JIF website. The remaining training dates are scheduled as follows:

June 12, 2018 - O'Connor's, Eastampton  
June 28, 2018 – Merighi's Savoy Inn, Vineland

***Managerial & Supervisory Training*** – Mr. Miola reminded the members that one of the requirements of the MEL's 2019/2020 EPL Plan of Risk Management is the training of all member managers & supervisors. Four training sessions have been scheduled in conjunction with the TRICO and ACMJIFs. Invitations for the sessions were e-mailed to all Municipal Clerks and

Fund Commissioners on February 2, 2018. There are two (2) identical sessions each day: a morning session 9:00 am – 11:30 am, and an afternoon session 1:00 pm – 3:30 pm. The sign-in sheets from March 6 and May 8, 2018 are posted to the JIF website. The trainings have been scheduled on the following dates:

September 11, 2018 – Wildwood Convention Center

September 27, 2018 – Nicolosi's Catering, West Deptford

***New Fund Commissioner Orientation*** - Mr. Miola noted that the New Fund Commissioner Orientation training was held prior to the Executive Committee Meeting today at 1:30 PM in Hainesport.

***Member Visitation Program***- Mr. Miola noted that a Representative from his office has contacted those members up for renewal this year to schedule an appointment with the Fund Commissioner, Risk Management Consultant, and Representatives of the Governing Body. These appointments are an opportunity to discuss the member's participation in the JIF and the many programs available to them. The Executive Director's office believes it is very important for the decision makers in each member municipality to understand the value of JIF membership.

***RMC Roundtable*** - Mr. Miola noted a Risk Management Consultant's Roundtable is being held on May 23, 2018 at Merighi's Savoy Inn, Vineland, NJ. During this session, attendees will be provided important information on a variety of topics including coverage provided by the JIF and the Annual Renewal process. Attendees also have an opportunity to ask questions on any subject of importance to them.

***MEL 2019/2020 Employment Practices Liability Program***- Mr. Miola stated that earlier this month all members should have received an email and accompanying memorandum outlining the compliance procedure for the 2019/2020 MEL EPL Plan of Risk Management Program. Members that update their loss control programs by October 1, 2018 will receive the standard EPL deductible of \$20,000 per claim plus a co-pay of 20% of the first \$250,000 on each claim and may be eligible to buy down deductibles and co-insurance caps. Members that fail to come into compliance by the October 1, 2018 deadline will have a minimum deductible of \$100,000 per claim plus a co-pay of 20% on each claim with no cap. Members submitting this form after the October 1, 2018 deadline will become eligible for reduced deductibles and co-pays upon approval of their EPL Plan of Risk Management application by the MEL; but not retroactively. Members are encouraged to review this memorandum with their RMC and Municipal Solicitor to be sure they understand the procedure for compliance. Questions on this procedure can be directed to the Executive Director's office.

Mr. Miola also noted that a Police "In Suit" Dinner is planned for tomorrow evening, May 16, 2018 at Merighi's Savoy Inn, Vineland. This dinner is for those officers and their spouses, currently named in litigation. Mr. Mike Barker is presenting. Feedback will be provided at next month's meeting.

Mr. Miola stated that concluded his report and asked if there were any questions at this time. There were none.

### ***SOLICITOR'S REPORT***

**Closed Cases** – Mr. DeWeese reported that there were six (6) closed case(s) since the April 17, 2018 meeting.

*Diamond Pools and Spas, Inc & Tucker v. Township of Medford & Township of Southampton*  
*Dunn Wright Properties, LLC v. Township of Pemberton*  
*Pease v. Township of Mt. Laurel*  
*Simmins v. Township of Westampton*  
*Reed v. Borough of Palmyra*  
*Wilson v. Township of Delran*

Mr. Wolbert asked why the Closed Cases were now included in the agenda packet and posted on the website. Mr. DeWeese explained as they are closed cases, anything included in the report is public information, and anyone could request and obtain any of the information included in his Close Cases Reports, so it was decided to make it a part of the agenda rather than a handout each month.

Next Mr. DeWeese discussed the recently completed Beach Signage Guidelines. He explained this is something he and the Executive Director's office has been working on with the ACMJIF. He noted the ACMJIF authorized the hiring of a Beach Safety Expert, Mr. DeRosa. He explained that Mr. Forlenza drafted the guidelines and then he and Mr. DeRosa revised the guidelines to create the final document for distribution to the ACMJIF members. Mr. DeWeese noted these guidelines are not only applicable to ocean front locations, but lakes and rivers as well and provide sound recommendations for signage to use at these locations.

Mr. DeWeese asked the group if they felt it was beneficial to them to have these types of guidelines, and if so, please reach out to him and he will email you the guidelines and the corresponding report from the expert.

Mr. DeWeese stated that concluded his report and asked if there were any questions at this time. There were none.

### ***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 this has been updated recently, so please utilize it. If a copy of the video library titles is needed, you can find it at the MEL or JIF website. He also pointed out there is a new email address: [melvideolibrary@jamontgomery.com](mailto:melvideolibrary@jamontgomery.com), and phone number: 856-552-4900.

**Safety Director's Bulletins** – He noted that there were three (3) bulletin(s) included in the agenda;

- *Enforcement Directive concerning Public Release of Video Recordings Depicting Police Deadly Force Incidents*
- *School Related Threats*

- *Chipper Safety*

**Right to Know Update** – He noted that in addition to the annual Right to Know services, included in this year’s contract is an electronic Central file link which is being distributed to each member town through a Dropbox link and everyone should have received this by now. Once the online chemical inventory has been completed, this will allow the following information to be filed in the States RTK portal for each member:

- Safety Data Sheets
- Hazardous Substance Facts Sheets
- Right to Know Survey
- Written Hazardous Communication Program
- Training Documentation
- Right to Know poster
- Instructions on how to download, store, and share the files with affected departments and employees.

**MSI Class Listing** – Mr. Saville referenced the list of MSI Classes that are available in May, June, and July that are included in the agenda packet. He noted the MSI Attendance, for both instructor lead and online use for the BURLCO JIF was included in the agenda packet, so please look it over.

Lastly he noted they are in the process of having the utility vehicle training program loaded on the website under the safety tab. Included will be a Powerpoint presentation that can be utilized to train your employees along with several other useful documents and to please keep a lookout for the Safety Directors message via email to let you know when this is available.

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 presented the *Lessons Learned from Losses* for May which reviewed *Cyber Incidents*.

Mr. Roselli reviewed how preparedness to combat a cyber-attack must include employee training, having Policies and Procedure in place, and follow up on new kinds of cyber threats as they will develop.

Mr. Roselli then discussed two examples of costly cyber-attacks that could have easily been avoided had the employee not clicked on a link or attachment in an email.

Next, Mr. Roselli presented the Qual-Lynx 2017 Annual Report to the Committee members and highlighted the following:

- There were 404 claims received in 2017, with a total of 449 closed in 2017 which is over 100%.
- For years 2013-2017 89.2% of all claims have been closed, with only 241 remaining open.
- For years 2013-2017 approximately \$500,000 has been recovered through subrogation and salvage recovery for the BULRCO JIF.

- “Monday morning claims” for Workers Compensation. There really aren’t more “Monday morning claims”. Most Workers Compensation claims, over the last 5 years, are reported on Wednesday.
- Act of Crime is the most expensive type of claim (police interacting with resisting suspects).
- Of the different types of property claims, claims involving vehicles for Paid Fire Departments have the least amount of claims, but are the most expensive by far.

Ms. Beatty presented the Managed Care section of the report to the Committee and highlighted the following:

- The Surgical Center reimbursement rate is approximately \$3,000 per bill.
- Utilizing Urgent Care/Occupational Health facilities rather than ER’s gives us almost 91% savings, or, on average, \$2,717 per visit. 64% of initial treatments visits are at an Urgent Care facility.
- The Provider Liaison has helped with pricing negotiations, speaks with providers, recruits Drs. for the network, goes on office visits and has been a tremendous asset all around.
- In regards to Physical therapy, the sooner a patient gets in the better. The JIF has established a very specific list of physical therapists.
- For years 2013-2017, 71% of the available transitional duty days have been accommodate by BURLCOJIF members
- In regards to the Opioid Restriction Initiative, QualCare takes the recent changes in legislation very seriously and has put into place additional internal protocols in regards to dispensing Opioids.

Mr. Roselli noted if anyone would like a copy of the report to please contact the Executive Director’s office. He then 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:

- May presentations: Beverly – ShopRite Dietitian on the Mediterranean Diet and healthy lunch; Hainesport – ShopRite Dietitian and healthy lunch; Medford – ShopRite Dietitian Smoothie Demonstration and tasting; Florence – Police Dept Mtg “Surviving Shiftwork”
- April Challenges: Bordentown Twp. – Home Run Challenge; Florence – Maintain Don’t Gain and Home Run Challenge; Hainesport, and Westampton – Home Run Challenge for the month of May
- Florence’s Maintain Don’t Gain has turned into a Biggest Loser contest with 14 participants and over 105lbs lost total. This will run throughout the year.
- Medford will be hosting a Diva Day (Mammo Van) in Sept.
- Hainesport has a “Smoothie of the Month” on the first Monday of each month and have made a game out of it by guessing the ingredients for gift card prizes.
- Bordentown implemented voluntary physical fitness tests for the Police officers and installed a permanent spring water cooler for employees
- Ms. Schiffer noted in her News Letter this month is a 30 day Mental Health Day Challenge.

- Ms. Schiffer reminded everyone if you are planning any event, please let her know so she can help and share with other members.
- Ms. Schiffer reviewed other unique ideas for Health and Wellness activities from her other JIF.
- Lastly, she reminded the members to use NJWELL and work towards earning \$250 by completing health and wellness screenings along with other activities by October 31, 2018. [www.state.nj.us/treasury/pensions/njwell/](http://www.state.nj.us/treasury/pensions/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, 2018 noting there were nine (9) claims reported.

**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>	0	13
<i>Medical Only</i>	6	34
<i>Report Only</i>	3	22
<i>Total New Claims Reported</i>	9	69
<i>Report Only % of Total</i>	33.3%	20.0%
<i>Medical Only/Lost Time Ratio</i>	100:00	72.28
<i>Average Days to Report</i>	2.1	2.9

***Transitional Duty Report***

Ms. Beatty presented the April Transitional Duty Report:

<b><i>Transitional Duty Summary Report</i></b>	<b><i>April</i></b>
<i>Transitional Duty Days Available</i>	713
<i>Transitional Duty Days Worked</i>	378
<i>% of Transitional Duty Days Worked</i>	53.0%
<i>Transitional Duty Days Not Accommodated</i>	335
<i>% of Transitional Duty Days Not Accommodated</i>	47.0%

***PPO Penetration Report:***

Ms. Beatty presented the PPO Penetration Report:

<b><i>PPO Penetration Rate</i></b>	<b><i>April</i></b>
<i>Bill Count</i>	196



<i>Original Provider Charges</i>	\$224,912
<i>Re-priced Bill Amount</i>	\$88,491
<i>Savings</i>	\$136,421
<i>% of Savings</i>	60.7%
<i>Participating Provider Penetration Rate - Bill Count</i>	92.9%
<i>Participating Provider Penetration Rate – Provider Charges</i>	91.8%
<i>EPO Provider Penetration Rate - Bill Count</i>	88.9%
<i>EPO Provider Penetration Rate – Provider Charges</i>	87.8%

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, 2018** a copy of which was provided to the membership in the agenda packet.

**Investment Interest**

Interest received or accrued for the reporting period totaled \$17,118.80. This generated an average annual yield of 1.12%. However, after including an unrealized net gain of \$29,820.42 in the asset portfolio, the yield is adjusted to 3.08% for this period. The total overview of the asset portfolio for the fund shows an overall unrealized loss of \$232,076.64 as it relates to current market value of \$ 17,735,822.96 vs. the amount we have invested. This current market value, however, when considering the total accrued income at month end is \$17,814,107.02.

Our asset portfolio with Wilmington Trust consists of eight (8) obligations with maturities greater that one year.

**Receipt Activity for the Period**

	Monthly	YTD
Subrogation Receipts	\$3,009.74.00	\$56,859.75
Overpayment Reimbursements	\$0.00	
Salvage Receipts	\$0	
FY 2016 Approp. Refunds	\$71.18	
FY 2015 Approp. Refunds	\$71.36	

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

Delran Township	\$65,303.00
Chesterfield Township	\$1,071.00
Bordentown City	\$37,692.00
Bordentown Township	\$13,755.00

Westampton Township	\$10,024.00
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***Cash Activity for the Period***

During the reporting period the Fund's "Cash Position" changed from an opening balance of \$18,828,523.66 to a closing balance of \$17,709,155.93 showing a decrease in the fund of \$1,119,367.73.

***Loss Run Payment Register – April 2018***

Mr. Tontarski stated that the report included in the agenda packet shows net claim activity during the reporting period for claims paid by the Fund and claims payable by the Fund at period end in the amount of \$320,855.85. The claim detail shows 348 claim payments issued.

***Bill List – April 2018***

For the Executive Committee's consideration, Mr. Tontarski presented the May 2018 Bill List in the amount of \$84,230.70.

Chair Keller entertained a motion to approve the April 2018 Loss Run Payment Register and the May 2018 Bill List in the amount of \$84,230.70 presented.

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

Motion by Mr. McMahon, seconded by Mr. Mc Cramer, to approve the *April 2018 Loss Run Payment Register and the May 2018 Bill List, in the amount of \$84,230.70* as presented.

**ROLL CALL**    *Yeas*    Rich Ireton, **Bass River Twp** *Alternate*  
Rich Wolbert, **Beverly City**  
Grace Archer, **Bordentown City**  
Mike Theokas, **Bordentown Twp.**  
Glenn McMahon, **Chesterfield Twp.**  
Mike Templeton, **Delanco Twp.**  
Jeff Hatcher, **Delran Twp**  
Richard Brook, **Florence Twp**  
Paula Kosko, **Hainesport Twp.**  
Mike Mansdoerfer, **Lumberton Twp.**  
Kathy Burger, **Medford Twp.**  
Jerry Mascia, **Mt. Laurel Twp.**  
John Gural, **Palmyra Borough**  
Dennis Gonzalez, **Pemberton Twp**  
Meghan Jack, **Riverside Twp.**  
David Matchett, **Shamong Twp.**  
J. Paul Keller, **Springfield Twp.**  
Doug Cramer, **Tabernacle Twp.**  
Steve Ent, **Westampton Twp, Alternate**  
James Ingling, **Wrightstown Borough**

*Nays:*            None

*Abstain:*        None

Motion carried by unanimous vote.

## **COMMITTEE REPORTS**

Nothing to report this month.

### ***MEL/RCF/EJIF REPORTS***

#### ***EJIF Alerts:***

Ms. Jack noted there were two (2) EJIF Alerts included in the agenda packet and were self-explanatory:

- ***Changes to the UST Regulations***
- ***Storm Water Permits***

Ms. Jack noted that in regards to the Storm Water Permits, there are some due dates coming up for items that need to be addressed, so please make sure that whoever is responsible for this knows to complete the questionnaire by June 1.

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

### ***MISCELLANEOUS BUSINESS***

Chair Keller entertained a Motion to authorize the Executive Director and the Fund Solicitor to prepare, solicit, and receive RFQ's for the EPL, Liability, and Workers Compensation Defense Panel.

Motion by Ms. Jack, seconded by Mr. McMahon to authorize the Executive Director and the Fund Solicitor to prepare, solicit, and receive RFQ's for the EPL, Liability, and Workers Compensation Defense Panel. All in favor. Motion carried.

#### ***Next Meeting***

Chair Keller noted that the next meeting of the BURLCO JIF will take place on **Tuesday, June 19, 2018 at 3:30 PM** at the Hainesport Municipal Building, Hainesport, NJ.

### ***PUBLIC COMMENT***

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

Chair Keller opened the meeting to the public for comment.

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

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

### ***EXECUTIVE SESSION MEETING – Resolution #2018-27***

Chair Keller 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 Ms. Jack, seconded by Mr. McMahon, to Adopt Resolution #2018-27. 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 Keller entertained a motion to reopen the public portion of the meeting.

Motion by Ms. Jack, seconded by Mr. Gural, to reopen the public portion of the meeting. All in favor. Motion carried.

***APPROVAL OF CLAIMS PAYMENTS***

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

<i>Workers' Compensation</i>	<i>Property</i>	<i>General Liability</i>	<i>Auto</i>
2018108894	2017106110	001210439	2018122585
2018128624	2018130044		
2018127449	2018129937		

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

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

**ROLL CALL**    *Yeas*    Rich Ireton, **Bass River Twp** *Alternate*  
Rich Wolbert, **Beverly City**  
Grace Archer, **Bordentown City**  
Mike Theokas, **Bordentown Twp.**  
Glenn McMahon, **Chesterfield Twp.**  
Mike Templeton, **Delanco Twp.**  
Jeff Hatcher, **Delran Twp**  
Richard Brook, **Florence Twp**  
Paula Kosko, **Hainesport Twp.**  
Mike Mansdoerfer, **Lumberton Twp.**  
Kathy Burger, **Medford Twp.**  
Jerry Mascia, **Mt. Laurel Twp.**  
John Gural, **Palmyra Borough**  
Dennis Gonzalez, **Pemberton Twp**  
Meghan Jack, **Riverside Twp.**  
David Matchett, **Shamong Twp.**  
J. Paul Keller, **Springfield Twp.**  
Doug Cramer, **Tabernacle Twp.**  
Steve Ent, **Westampton Twp, Alternate**  
James Ingling, **Wrightstown Borough**

*Nays:*            None

*Abstain:*        None

Motion carried by unanimous vote.

***AUTHORIZATION TO ABANDON SUBROGATION – APPROVAL***

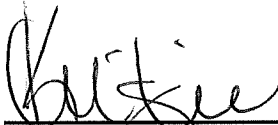
There were zero (0) abandonment of Subrogation claim(s) presented in Closed Session.

***MOTION TO ADJOURN***

Chair Keller entertained a motion to adjourn the May 15, 2018 meeting of the BURLCO JIF.

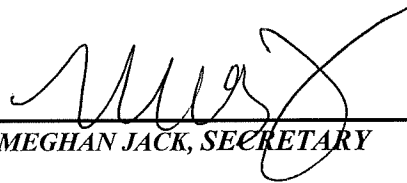
Motion by Ms. Jack, seconded by Mr. Gural, to adjourn the May 15, 2018 meeting of the BURLCO JIF. All in favor. Motion carried.

The meeting was adjourned at 4:25 pm.



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Kris Kristie,  
*Recording Secretary for*



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**MEGHAN JACK, SECRETARY**