

**BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND  
HAINESPORT TOWNSHIP MUNICIPAL BUILDING  
1 HAINESPORT CENTRE, RTE 537  
HAINESPORT, NEW JERSEY  
October 15, 2019**

***OPEN SESSION MINUTES***

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The meeting of the Burlington County Municipal Joint Insurance Fund (BURLCO JIF) was held at the Hainesport Township Municipal Building, Hainesport, New Jersey, on Tuesday, October 15, 2019 at 3:30 PM, prevailing time. Chair Jack, **Riverside**, presiding. The meeting was called to order at 3:30 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***

Amanda Somes, **Bass River Twp.**  
Rich Wolbert, **Beverly City**  
Jeffrey Elsasser, *Alternate*, **Bordentown Twp.**  
Glenn McMahon, **Chesterfield Twp.**  
Jeffrey Hatcher, **Delran Twp.**  
Richard Brook, **Florence Twp.**  
Paula Kosko, **Hainesport Twp.**  
Brandon Umba, **Lumberton Twp.**  
Mike Fitzpatrick, **Mansfield Twp.**  
Kathy Burger, **Medford Twp.**  
Jerry Mascia, **Mt. Laurel Twp.**  
Mary Picariello, **North Hanover Twp.**  
Scott Pearlman, *Alternate*, **Palmyra Borough**...arrived after roll call  
Daniel Hornickel, **Pemberton Township**  
Meghan Jack, **Riverside Twp.**  
David Matchett, **Shamong**  
Doug Cramer, **Tabernacle Twp.**  
Steve Ent, **Westampton Twp.**

Absent Fund Commissioners were:

Grace Archer, **Bordentown City**  
Mike Templeton, **Delanco Twp.**  
Tom Pullion, **Edgewater Park Twp**  
Patrice Hansell, **Fieldsboro Borough**  
Donna Mull, **Pemberton Borough**  
Kathy Hoffman, **Southampton Twp.**  
J. Paul Keller, **Springfield Twp.**  
Maryalice Brown, **Woodland Twp**  
James Ingling, **Wrightstown Borough**

Those also in attendance were:

Paul Forlenza, MGA, Executive Director, *RPA – A Division of Gallagher*  
Paul Miola, CPCU, ARM, Deputy Executive Director, *RPA – A Division of Gallagher*  
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*  
Lou Romero, Technology Risk Services Director, *Secure Data Consulting Services*

Also present were the following Risk Management Consultant agencies:

Conner Strong & Buckelew  
EJA/Capacity Insurance  
Insurance Agency Mgmt.

Absent Risk Management Consultant agencies:

CBIZ Benefits & Insurance Services  
Hardenberg Insurance Group

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

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

Motion by Mr. Cramer, seconded by Mr. Wolbert 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.

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

Chair Jack presented the meeting minutes of the September 17, 2019 meeting of the Fund, as found in the agenda packet, for approval.

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

Motion by Mr. McMahon seconded by Mr. Mascia, to approve the Open & Closed session meeting minutes of the September 17, 2019 meeting as presented.

The Closed Session minutes of the September 17, 2019 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 September 17, 2019 meeting were collected at this time.

#### ***EXECUTIVE DIRECTOR'S REPORT***

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

He noted the 2019 Dividend Notices had been emailed out earlier today, and stated that December 3<sup>rd</sup> was the deadline to respond in regards to how you would like to receive your Dividend: Credit, Check, Deposited into your Contingency Fund, or any combination thereof.

***Certificates of Insurance*** – Mr. Forlenza referenced this report in the agenda packet and asked everyone to please review it for accuracy and that the limits and named additional insured are correct.

***2018 Safety Incentive Program Awards*** – Mr. Forlenza noted a report detailing the available balances for each member is attached for your review. If you have any questions on how to collect your 2018 Safety Incentive Program allowance, please contact his office. He reminded the members that the deadline to claim or encumber these funds is November 30, 2019. All encumbered funds have to be claimed by February 1, 2020.

***2019 Optional Safety Budget*** - Mr. Forlenza stated that a report detailing the available balances for each member is attached for your review. If you have any questions on how to collect your 2019 Optional Safety Budget allowance, please contact his office. Please note that the deadline to claim or encumber these funds is November 30, 2019. All encumbered funds have to be claimed by February 1, 2020.

***2019 Wellness Incentive Program Allowance*** – Mr. Forlenza stated a report detailing the available balances for each member is attached for the members review. If you have any questions on how to collect your 2019 Wellness Incentive allowance, please contact his office. Please note that the deadline to claim or encumber these funds is November 30, 2019. All encumbered funds have to be claimed by February 1, 2020.

***EPL/Cyber Allowance*** -Mr. Forlenza noted that the JIF has budgeted \$500 for each member to help offset employment practice and/or cyber security related expenses and asked that all members review available balances for this program. He noted that the deadline to claim or encumber these funds is November 30, 2019 and if you encumbered these funds, they must be claimed by February 1, 2020.

***MEL Cyber Risk Management Plan Compliance Status*** – Mr. Forlenza noted Mr. Romero will discuss more on this in his report. If you believe the report to be inaccurate regarding your town, please contact Ed Cooney, Fund Underwriter at 973-659-6424.

***Statutory Bond Status***– Mr. Forlenza referenced a report in the agenda of the latest listing of Statutory Bonds issued by the MEL for JIF members is included for your review. This list should be reviewed for accuracy, and remember the coverage is for the individual, not the position. He noted should you have anyone retiring at the end of the year, please begin applying for coverage for the new bond. Any questions on the status of an application or a listed bond should be directed to Cate Kiernan at PERMA.

***Elected Officials Seminar Save the Dates*** – Mr. Forlenza stated again this year, the Fund will be sponsoring Elected Officials training. The MEL will reduce each member's 2020 MEL Assessment by \$250 for each municipal elected official who attends one of the training sessions by March 31, 2020. This credit will also be extended to the member's CEO (i.e. Municipal Manager or Administrator) again this year. The total credit is limited to 5% of a member's 2020 MEL Assessment. A *Save the Date* was emailed out to all Clerks, Fund Commissioners, and RMC's on or about September 10, 2019. Invitations/RSVP's for the sessions will be e-mailed to all Municipal Clerks and Fund Commissioners in early November. The trainings have been scheduled on the following dates:

December 5, 2019 - O'Connor's American Bar & Grille, Eastampton

January 29, 2020 - Merighi's Savoy Inn, Vineland

February 6, 2020 - Auletto Caterers, West Deptford

March 24, 2020 - Merighi's Savoy Inn, Vineland

Mr. Forlenza noted the MEL is discussing NOT holding an online course for this seminar this year; however, the League of Municipalities will sponsor this seminar in November. Please check the MEL website for information on date and time.

**3<sup>rd</sup> Qtr. Attendance** – Mr. Forlenza referenced the Attendance Report included in the agenda packet and asked everyone to review for accuracy. The attendance is taken directly from the Meeting Minutes. He reminded everyone that bonus Safety Incentive monies are available should your town meet the attendance criteria for the year. He stated if you notice any discrepancy to please contact his office.

**Land Use Training** – Mr. Forlenza noted at everyone seat there was an envelope containing copies of the Land Use Training Booklet, a cover memo to the Clerk and the Land Use Board Secretary, along with a Certification to be filled out by the Land Use Attorney once training is complete. If you have any questions, please reach out to his office.

**New Member Activity** – Mr. Forlenza noted that he met with New Hanover representatives for a JIF concept presentation on July 9, 2019, and they are in the course of processing their application for membership effective January 1, 2020. He noted he anticipates holding a New Member Review Committee Meeting in November.

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

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

**Closed Cases** – Mr. DeWeese reported that there were no (0) closed case(s) since the last meeting.

**MEL Helpline & Contact List** – Mr. DeWeese reminded the Committee about the MEL EPL Helpline and asked the members to please to review the list of authorized contacts for the *MEL Employment Practices Helpline*. He reminded the members they can appoint up to **two (2)** municipal representatives who will be permitted to contact the *Helpline* attorneys with their inquiries. The appointment of the municipal representatives must be made by Resolution of the Governing Body. These authorized contacts are the only representatives permitted to access this service.

He noted that he still receives call, he feels the outcomes are very good, and if you have any concerns or questions at all, please reach out to either himself or one of the other 2 attorneys.

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

### ***SAFETY DIRECTOR'S REPORT***

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

**MEL Video Library** – He noted no one utilized the Library in September and asked that it please be utilized. 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 bulletins and notices sent out in October included:

- *National Preparedness Month*
- *Fire Prevention Week*
- *Firearms Safety*

**MSI Class Listing** – Mr. Saville referenced the list of MSI Classes that are available in October, November and December are included in the agenda packet. He noted that a current list of MSI Training Administrators needs to be kept up to date, so if there are any changes in regards to the Training Administrator, please advise [afelip@jamontgomery.com](mailto:afelip@jamontgomery.com).

Mr. Saville reported in regards to Police Once Training, there are 14 members actively taking courses with 722 courses taken since October 11.

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

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

#### ***Lessons Learned from Losses***

Mr. Roselli presented the *Lessons Learned from Losses* for October which discussed Safe Lifting. He noted he reports on this annually. He reviewed the SMART lifting technique:

- Size up the load.
- Move the load closer
- Always bend your knees
- Raise the load with your legs
- Turn your feet in the direction you want to move.

Mr. Roselli then discussed examples where if the SMART lifting technique had been used, it may have prevented a significant injury.

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 reminded the Committee that she welcomes the opportunity to assist in organizing, researching, or presenting any wellness topic that may help get/keep your staff interested in Health and Wellness. She then highlighted the following:

- **7 members held presentations:**
  - Bordentown City** – “10 Keys to a Healthy Life” – September
  - Chesterfield** – Stress Management workshop - October
  - Delran** – Smoothie demo and healthy breakfast by ShopRite Hainesport and Burlington Twp. Dietitians - September
  - Florence** – Diabetes and Your Body - October
  - Hainesport** – Move More Sit Less - October
  - Medford** – How Physical Health Impacts Resiliency (Police Officers during Roll Call – 1 of 3) - October
  - Southampton** – Healthy lunch ideas by ShopRite Medford Dietitian - September
- **2 members started Challenges:**
  - Edgewater Park** – Water challenge
  - Florence** – water challenge; Year-long weight challenge (maintain or loss)
- **Pemberton Township** hosted an Employee Health Fair
- Several ideas for the fall months include: Healthy Tailgate snack ideas, Gratitude Board and Wall, and Police officers promoted healthy lifestyle by offering a free community workout at the Middle school.
- Wellness Connection Newsletter – Ms. Schiffer noted her newsletter focused on the scary topic of Sugar
- Exercise of the Month: Included in the agenda was a Halloween themed workout.

- Wellness Incentive Allowances must be claimed/encumbered by November 30, 2019, and collected by February 1, 2020, so if you haven't planned any wellness activities for the end of this year, be sure to contact her for a meeting.

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 September 2019.

**Lost Time v. Medical Only Cases**

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

	<b>September</b>	<b>YTD</b>
<i>Lost Time</i>	0	16
<i>Medical Only</i>	17	107
<i>Report Only</i>	6	50
<i>Total Intakes</i>	23	173
<i>Report Only % of Total</i>	26.1%	28.9%
<i>Medical Only/Lost Time Ratio</i>	100	87:13
<i>Average Days to Report</i>	.2	2.9

**Transitional Duty Report**

Ms. Beatty presented the Transitional Duty Report:

<b>Transitional Duty Summary Report</b>	<b>YTD</b>
<i>Transitional Duty Days Available</i>	2,058
<i>Transitional Duty Days Worked</i>	1,182
<i>% of Transitional Duty Days Worked</i>	57.4%
<i>Transitional Duty Days Not Accommodated</i>	876
<i>% of Transitional Duty Days Not Accommodated</i>	42.6%

Ms. Beatty noted included was a separate Transitional Duty Summary Report by Occupation.

**PPO Penetration Report:**

Ms. Beatty presented the PPO Penetration Report:

<b>PPO Penetration Rate</b>	<b>September</b>
<i>Bill Count</i>	102
<i>Original Provider Charges</i>	\$89,771
<i>Re-priced Bill Amount</i>	\$49,637
<i>Savings</i>	\$40,134
<i>% of Savings</i>	44.7%
<i>Participating Provider Penetration Rate - Bill Count</i>	98.0%
<i>Participating Provider Penetration Rate - Provider Charges</i>	99.0%

<i>EPO Provider Penetration Rate - Bill Count</i>	96.6%
<i>EPO Provider Penetration Rate – Provider</i>	98.7%

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

***TECHNOLOGY RISK SERVICES REPORT***

Mr. Romero reported that during September: 577 phishing emails were sent to members, with only 8 being clicked. This is 1.4% of the emails which is well below average. He stated he can run individual member reports, so if you would like to see who clicked on what and when, please see him for your detailed report.

Mr. Romero noted he will continue to send out phishing emails, but in a more sophisticated fashion, as the BURLCO JIF is doing really well, it's time to make the emails a little more difficult to detect. He noted this will be a continuing process, as these types of email scams are always changing.

Mr. Romero stated that in regards to the Media Pro Cyber Training twenty-two (22) municipalities are 100% compliant; four (4) are 80-99% compliant; one (1) is 70-79% compliant. He noted his goal is to have every member compliant by November 15<sup>th</sup>, so if you are currently not compliant, you will be hearing from him.

Mr. Romero reported members will be receiving a Scanning report and to please share it with your IT personnel.

Lastly, Mr. Romero referenced the Tech Watch Newsletter which was included in the agenda, and noted he will be sending this out monthly, and will have it posted on the JIF website.

Mr. Romero asked if there were any questions. No questions were entertained.

***TREASURER'S REPORT***

Mr. Tontarski presented an overview of the combined Treasurer's Report for the month of **September, 2019**, a copy of which was provided to the membership in the agenda packet. Mr. Tontarski reports are valued as of September 30, 2019.

***Investment Interest***

Interest received or accrued for the reporting period totaled \$27,166.23. This generated an average annual yield of 1.66%. However, after including an unrealized net gain of \$2,522.43 in the asset portfolio, the yield is adjusted to 1.81% for this period. The total overview of the asset portfolio for the fund shows an overall unrealized gain of \$4,879.83 as it relates to current market value of \$16,063,610.99 vs. the amount we have invested. The current market value; however, when considering the total accrued income at month end is \$16,148,037.63.

The Fund's asset portfolio with Wilmington/Trust consists of 2 obligations with maturities greater than one year and 7 obligations with maturities less than one year.

**Receipt Activity for the Period**

	Monthly	YTD
Subrogation Receipts	\$6,640.39	\$126,505.77
Overpayment Reimbursements	\$209.80	
Salvage Receipts	\$400.00	
FY 2019 Premium Assessments		\$101,550.00

New Member Review Application	\$600.00	
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**A.E.L.C.F. Participant Balances at Period End**

Delran Township	\$30,677.00
Chesterfield Township	\$1,095.00
Bordentown City	\$53,469.00
Bordentown Township	\$28,176.00
Westampton	\$10,250.00
EJIF Dividend	\$40,082.00

***Cash Activity for the Period***

During the reporting period the Fund's "Cash Position" changed from an opening balance of \$19,781,846.04 to a closing balance of \$19,579,044.38 showing a decrease in the fund of \$202,801.66.

***Loss Run Payment Register – September 2019***

Mr. Tontarski stated that his 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 \$236,486.70. The claim detail shows 248 claim payments issued.

***Bill List – October 2019***

For the Executive Committee's consideration, Mr. Tontarski presented the October 2019 Bill List in the amount of \$82,425.84 which was included in the agenda packet.

Chair Jack entertained a motion to approve the September 2019 Loss Run Payment Register and approve the October 2019 Bill List in the amount of \$82,425.84 as presented

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

Motion by Mr. Cramer, seconded by Mr. McMahon, to approve the *September 2019 Loss Run Payment Register and approve the October 2019 Bill List in the amount of \$82,425.84 as presented.*

**ROLL CALL**    *Yeas*

- Amanda Somes, **Bass River Twp.**
- Rich Wolbert, **Beverly City**
- Jeffrey Elsasser, *Alternate*, **Bordentown Twp.**
- Glenn McMahon, **Chesterfield Twp.**
- Jeffrey Hatcher, **Delran Twp.**
- Richard Brook, **Florence Twp.**
- Paula Kosko, **Hainesport Twp.**
- Brandon Umba, **Lumberton Twp.**
- Mike Fitzpatrick, **Mansfield Twp.**
- Kathy Burger, **Medford Twp.**
- Jerry Mascia, **Mt. Laurel Twp**
- Mary Picariello, **North Hanover Twp.**
- Scott Pearlman, *Alternate*, **Palmyra Borough**
- Daniel Hornickel, **Pemberton Township**
- Meghan Jack, **Riverside Twp.**
- David Matchett, **Shamong**
- Doug Cramer, **Tabernacle Twp.**
- Steve Ent, **Westampton Twp.**



*Nays:* None

Motion carried by unanimous vote.

Mr. Tontarski asked if there were any questions. No questions were entertained.

### ***COMMITTEE REPORTS***

#### ***Safety Committee Meeting Minutes – September 17, 2019***

Mr. Cramer stated that the Committee met on September 17, 2019 and a verbal report was given at that time. He also noted a copy of the meeting minutes was included in the agenda packet and were self-explanatory.

#### ***Finance Committee Meeting Minutes – October 11, 2019***

Mr. Hatcher stated that the Committee met on October 11, 2019 and a copy of the meeting minutes were a handout at today's meeting and highlighted the following items:

He stated the committee reviewed the 2020 Draft Budget, the MEL Financial Fast Track, valued as of June 30, 2019, and the MEL 2020 Draft Budget, that originally was a 2% increase, but is now just a .4% budget increase. Mr. Hatcher noted the MEL Cyber Policy increase is 25% on the primary layer, which we expected was coming, thus the importance of having everyone come into compliance with the MEL Cyber Risk Management Program.

He noted the EJIF Financial Fast Track as of June 30, 2019 was reviewed and depicts a surplus of \$21,940,457. He also stated the EJIF is releasing dividends from the 2007 & 2008 Fund Years in the amount of \$42,957, and will be divided up amongst the members AELCF accounts. Mr. Hatcher then referenced a Resolution for consideration that was attached to the Finance Meeting Minutes handout authorizing this action.

Mr. Hatcher asked if there were any questions. There were no questions entertained.

Chair Jack entertained a motion to approve *Resolution 2019-38* Authorizing the Executive Director's office to transfer the Dividends received from the EJIF into the member AELCF accounts.

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

Motion by Mr. McMahon, seconded by Mr. Mascia, to approve *Resolution 2019-38* as presented.

**ROLL CALL**    *Yeas*    Amanda Somes, **Bass River Twp.**  
Rich Wolbert, **Beverly City**  
Jeffrey Elsasser, *Alternate*, **Bordentown Twp.**  
Glenn McMahon, **Chesterfield Twp.**  
Jeffrey Hatcher, **Delran Twp.**  
Richard Brook, **Florence Twp.**  
Paula Kosko, **Hainesport Twp.**  
Brandon Umba, **Lumberton Twp.**  
Mike Fitzpatrick, **Mansfield Twp.**  
Kathy Burger, **Medford Twp.**  
Jerry Mascia, **Mt. Laurel Twp**  
Mary Picariello, **North Hanover Twp.**  
Scott Pearlman, *Alternate*, **Palmyra Borough**  
Daniel Hornickel, **Pemberton Township**

Meghan Jack, **Riverside Twp.**  
David Matchett, **Shamong**  
Doug Cramer, **Tabernacle Twp.**  
Steve Ent, **Westampton Twp.**

*Nays:* None

Motion carried by unanimous vote.

***Strategic Planning Committee Meeting – October 15, 2019***

Ms. Burger stated that the Committee met earlier today and the more detailed minutes will be in the November agenda. She then highlighted the following:

Ms. Burger stated that all of the Renewal Presentation visits have been completed and all members up for renewal have sent in their renewal paperwork. She stated the Committee discussed New Hanover and noted their application is currently under review. The December 17<sup>th</sup> meeting is currently scheduled for Ramblewood Country Club, however Bradford Estates is going to be looked at as well, and then explained the Executive Directors office is actively reaching out to the suggested venue in regards to hosting the December Executive Committee Meeting and Reception. Ms. Burger asked for a motion to authorize moving the location of the December Executive Committee meeting, once a venue is secured.

Ms. Burger lastly noted the committee discussed Cyber training, Elected officials Training, Attendance, Annual Reports and Artimis Record Retention.

Ms. Burger asked in there were any questions. No questions were entertained.

Chair Jack entertained a motion to authorize the Executive Director's office to readvertise the location of the December Executive Committee Meeting once a venue is secured. Motion by Mr. Wolbert, seconded by Mr. McMahon. All in favor. Motion carried.

***MEL/RCF/EJIF***

Chair Jack stated there was nothing to report as the meetings were held on October 11, and the reports would be included in next months agenda.

***MISCELLANEOUS BUSINESS***

***Next Meeting***

Chair Jack noted that the next meeting of the BURLCO JIF will take place on **Tuesday, November 26, 2019 at 3:30 PM** at the Hainesport Municipal Building, Hainesport, NJ.

***PUBLIC COMMENT***

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

Chair Jack opened the meeting to the public for comment.

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

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

***EXECUTIVE SESSION MEETING – Resolution #2019-39***

Chair Jack 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. Cramer, seconded by Mr. Wolbert, to Adopt ***Resolution #2019-39***. 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 Jack entertained a motion to reopen the public portion of the meeting.

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

***APPROVAL OF CLAIMS PAYMENTS***

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

<b><i>Property</i></b>
2019173721
2020182619
2019161299

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

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

**ROLL CALL**    *Yeas*    Amanda Somes, **Bass River Twp.**  
Rich Wolbert, **Beverly City**  
Jeffrey Elsasser, *Alternate*, **Bordentown Twp.**  
Glenn McMahon, **Chesterfield Twp.**  
Jeffrey Hatcher, **Delran Twp.**  
Richard Brook, **Florence Twp.**  
Paula Kosko, **Hainesport Twp.**  
Brandon Umba, **Lumberton Twp.**  
Mike Fitzpatrick, **Mansfield Twp.**  
Kathy Burger, **Medford Twp.**  
Jerry Mascia, **Mt. Laurel Twp**  
Mary Picariello, **North Hanover Twp.**  
Scott Pearlman, *Alternate*, **Palmyra Borough**  
Daniel Hornickel, **Pemberton Township**  
Meghan Jack, **Riverside Twp.**  
David Matchett, **Shamong**  
Doug Cramer, **Tabernacle Twp.**  
Steve Ent, **Westampton Twp.**

*Nays:*            None

Motion carried by unanimous vote.

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

There was one (1) abandonment of Subrogation claim(s) presented in Closed Session.

**#2019161299**

Motion by Mr. McMahon, seconded by Mr. Wolbert, to authorize to Abandon Subrogation as presented.

**ROLL CALL**    *Yeas*    Amanda Somes, **Bass River Twp.**  
Rich Wolbert, **Beverly City**  
Jeffrey Elsasser, *Alternate*, **Bordentown Twp.**  
Glenn McMahon, **Chesterfield Twp.**  
Jeffrey Hatcher, **Delran Twp.**  
Richard Brook, **Florence Twp.**  
Paula Kosko, **Hainesport Twp.**  
Brandon Umba, **Lumberton Twp.**  
Mike Fitzpatrick, **Mansfield Twp.**  
Kathy Burger, **Medford Twp.**  
Jerry Mascia, **Mt. Laurel Twp**  
Mary Picariello, **North Hanover Twp.**  
Scott Pearlman, *Alternate*, **Palmyra Borough**  
Daniel Hornickel, **Pemberton Township**  
Meghan Jack, **Riverside Twp.**  
David Matchett, **Shamong**  
Doug Cramer, **Tabernacle Twp.**  
Steve Ent, **Westampton Twp.**

*Nays:*            None

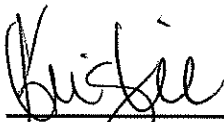
Motion carried by unanimous vote.

***MOTION TO ADJOURN***

Chair Jack entertained a motion to adjourn the October 15, 2019 meeting of the BURLCO JIF.

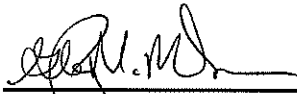
Motion by Mr. McMahon, seconded by Mr. Wolbert, to adjourn the October 15, 2019 meeting of the BURLCO JIF. All in favor. Motion carried.

The meeting was adjourned at 4:07 PM.



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Kris Kristie,  
*Recording Secretary for*



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Glenn McMahon,  
*Fund Secretary*