

**NJ MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT FUND
OPEN MINUTES
MEETING OF MARCH 25, 2022
PRINCETON MARRIOTT, PRINCETON, NJ
9:10 AM**

Meeting called to order by Chairman Rutkowski.

ROLL CALL OF EXECUTIVE COMMITTEE:

Chairman:	NJUA	Bernie Rutkowski	Present
Secretary:	PMM	Thomas Merchel	Present
Executive Committee:	Burlco	Meghan Jack	Absent
	Sub Metro	Joe Catenaro	Absent
	Monmouth	Thomas Nolan	Present
	Camden	Joe Wolk	Present
	South Bergen	Greg Franz	Present
	Trico	Robert Law	Absent
Alternates:			
	#1 Bergen	Paul Tomasko	Present
	#2 Ocean	Veronica Laureigh	Present
	#3 Central	William Northgrave	Absent
	#4 Sub-Muni	Megan Champney	Present
	#5 Morris	Brian McNeilly	Present

APPOINTED OFFICIALS PRESENT:

Executive Director / Administrator	PERMA Risk Management Services	Stephen Sacco	Present
Attorney	Dorsey & Semrau	Fred Semrau, Esq.	Present
Treasurer		Charles S. Cuccia	Present
Underwriting Managers	The Danskin Agency Conner Strong & Buckelew	Chuck Casagrande Mike Avalone	Present Present
Claims Administrator	King Moench Hirniak & Mehta	Peter King, Esq.	Present
Environmental Engineering Services	First Environment	Rich Erickson	Present
Actuary	AON	Chas Kullman	Present
Auditor	Nisivoccia, L.L.P.	Francis "Bud" Jones	Absent

OTHERS PRESENT:

Christa DiBenedetto, Suburban Metro JIF Commissioner - Hudson Regional Health Commission
 Jim Maley, Camden JIF Commissioner - Collingswood
 Jeanette Larrison, Middlesex County Municipal JIF Commissioner - Milltown
 Paul Hoelscher, Bergen JIF Commissioner – Harrington Park
 Diane Camelo Didio, Bergen JIF Commissioner – Oradell
 Leonard Grilletto, Ocean JIF Commissioner - Plumsted Township

Adam Brewer, Morris County JIF Commissioner - Pequannock
Mike Zambito, MEL Treasurer
Claudia Acosta, Qual-Lynx
Lisa Gallo, Qual-Lynx
Jim Renner, Qual-Lynx
Sue Sharp, Dorsey & Semrau
Charles Hartsoe, PEGAS
Glen Kurtz, Governmental Risk Mgmt. Associates
Ellie Moss, J.A. Montgomery
Michael Thomson, J.A. Montgomery
Brian Maitland, J.A. Montgomery
Mathew T. McArow, GJEM – Otterstedt Insurance Agency
Ezio Altamura, GJEM – Otterstedt Insurance Agency
Sean R. Kelly, CBIZ Borden Perlman
Don Sciolaro, P.I.A
Frank Covelli, P.I.A
John Casagrande, Danskin Agency
Amy Pieroni, Acrisure
Lindsay Travali, Acrisure
Kay Taffet, Acrisure
Stacey Ehling, Princeton Strategic Communications
Norris Clark, Princeton Strategic Communications
Ed Cooney, Conner Strong & Buckelew
Meredith Storch, Conner Strong & Buckelew
Katie Walters, Conner Strong & Buckelew
Dave Grubb, PERMA Risk Management Services
Pauline Kontomanolis, PERMA Risk Management Services
Brad Stokes, PERMA Risk Management Services
Steve Sacco, PERMA Risk Management Services
Robyn Walcoff, PERMA Risk Management Services
Jennifer Conicella, PERMA Risk Management Services
Nancy Ghani, PERMA Risk Management Services
Brandon Tracy, PERMA Risk Management Services
Sandra Cantwell, PERMA Risk Management Services

APPROVAL OF MINUTES: January 6, 2022

MOTION TO APPROVE OPEN MINUTES OF JANUARY 6, 2022

MOTION:	Commissioner Laureigh
SECOND:	Commissioner Nolan
VOTE:	Unanimous

CORRESPONDENCE

None

TREASURER

Mr. Cuccia referenced Resolution 14-22 confirming the February Bill List, and Resolution No. 15-22 approving the March Bill List as follows:

RESOLUTION 14-22 - FEBRUARY BILL LIST

FUND YEAR	AMOUNT
2021	\$ 83,835.42
2022	\$ 62,938.19
Total	\$ 146,773.61

RESOLUTION 15-22 - MARCH BILL LIST

FUND YEAR	AMOUNT
2021	\$ 44.10
2022	\$ 80,342.03
Total	\$ 80,386.13

MOTION TO APPROVE PAYMENT OF BILLS - RESOLUTION 14-22 AND 15-22

MOTION: Commissioner Nolan
SECOND: Commissioner Laureigh
ROLL CALL VOTE: Unanimous

EXECUTIVE DIRECTOR/ADMINISTRATOR:

REVISED 2022 BUDGET AND RELATED 2022 PROFESSIONAL FEE AMENDMENTS – Mr. Sacco referred to the revised 2022 budget enclosed within the agenda packet. He reported that the revisions reflect the changes in membership to the local JIF's for 2022 as the E-JIF added 4 new members. Mr. Sacco advised that as a result of the additional members, the contract amounts for certain professionals should be amended. He then referred to Resolution #16-22 amending the 2022 fee amounts for certain Fund Professionals and Service Organizations enclosed within the agenda packet.

MOTION TO APPROVE THE REVISIONS TO THE 2022 BUDGET TO REFLECT THE CHANGES IN MEMBERSHIP AND PROFESSIONAL FEES AND TO ADOPT RESOLUTION # 16-22 AMENDING THE CONTRACTED AMOUNTS OF CERTAIN PROFESSIONALS AND SERVICE ORGANIZATIONS FOR FUND YEAR 2022.

MOTION: Chairman Tomasko
SECOND: Commissioner Laureigh
VOTE: Unanimous

ACTUARIAL IBNR REPORT- Mr. Kullman of Aon was present at the meeting and referenced his full report, valued as of December 31, 2021, which was included in the agenda.

EJIF EMERGENCY POSTERS – The Fund's supply of Environmental Emergency Information posters is running low. Executive Director asked for a motion to authorize Drew & Rodgers Inc. to reproduce 1,000 posters for a total of \$1,760, including shipping.

MOTION: Chairman Nolan
SECOND: Commissioner Laureigh
VOTE: Unanimous

EJIF Coverage Committee – The coverage committee will meet to discuss and examine the recent changes in standards (regulatory) of contaminant levels of PFOA/PFOS (PFAS) in drinking water and how same could affect the EJIF program.

EJIF Agenda Topic Discussion: PFOA/PFAS; presented by James Maley, Esquire

A comprehensive overview of this issue was given by Jim Maley Esq. of Maley Givens. Mr. Maley explained the nature of these chemicals, which are man-made and have been in use since the 1950's in the manufacturing of a variety of products such as non-stick cookware, firefighting foam, cosmetics, and cleaning supplies. These chemicals have leached into the environment and have a very slow degradation rate. Federal Regulations up until 2021 were addressing the concern with voluntary programs and advisories. Last year the EPA restarted the process to designate PFAS as a hazardous substance and advised of their intent to regulate PFAS in drinking water. The EPA created a 'PFAS Strategic Roadmap' to research, restrict and remediate PFAs over a four-year period, from 20221 – 2024. Mr. Maley said there will be testing criteria and reporting requirements released this year. However, there is much to be done to better understand the tracking and varying health effects of PFAS. Mr. Maley reviewed current local litigation against Municipalities / Utility Authorities, manufacturers, and state regulatory actions. Mr. Maley concluded by stating that this issue will need to be carefully watched and managed by our members.

NEXT MEETING – The next meeting of the EJIF is scheduled for Thursday, June 2, 2022 at 10:50AM at the Forsgate Country Club, Jamesburg.

ATTORNEY:

No report.

UNDERWRITING MANAGERS:

No report.

ENVIRONMENTAL ENGINEER:

No report.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

PUBLIC COMMENT:

None.

CLAIMS COMMITTEE

Mr. King advised that there were no claims for the month.

MOTION TO ADJOURN:

MOTION:	Commissioner Nolan
SECOND:	Commissioner Laureigh
VOTE:	Unanimous

Meeting Adjourned: 9:19 AM

Sandra Cantwell, Assisting Secretary
for
Tom Merchel, SECRETARY

**NEW JERSEY MUNICIPAL ENVIRONMENTAL RISK
MANAGEMENT FUND
BILLS LIST**

Resolution No. 14-22

February 2022

WHEREAS, the Treasurer has certified that funding is available to pay the following bills:

BE IT RESOLVED that the New Jersey Municipal Environmental Risk Management Fund's Executive Board, hereby authorizes the Fund treasurer to issue warrants in payment of the following claims; and

FURTHER, that this authorization shall be made a permanent part of the records of the Fund.

FUND YEAR

2021

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
001742			
001742	PERMA RISK MANAGEMENT SERVICES	POSTAGE 12/21	35.35
			35.35
001743			
001743	NJ ADVANCE MEDIA	ACCT# XNJEN0555599 - MTG - 12.28.21	15.50
001743	NJ ADVANCE MEDIA	ACCT# XNJEN0555599 - MTG - 10.20.21	35.65
			51.15
001744			
001744	PETER J. KING, ESQ	RETAINER FOR 2021 CLAIMS ADMINISTRATOR	30,407.00
			30,407.00
001745			
001745	FIRST ENVIRONMENT, INC.	PROF. SERVICES FOR PERIOD END 12.31.21	52,891.83
			52,891.83
001746			
001746	THE CANNING GROUP LLC	QPA SERVICES 12/1/21-12/31/21	416.67
			416.67
001747			
001747	ACCESS	ACCT #736 - ARC. AND STOR. - 12.31.21	33.42
			33.42
		Total Payments FY 2021	83,835.42

FUND YEAR

2022

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
001748			
001748	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEE 2/22	27,609.00
			27,609.00
001749			
001749	DORSEY & SEMRAU	ATTORNEY FEE 2/22	7,477.75

			7,477.75
001750			
001750	CHARLES CUCCIA	TREASURER FEE 2/22	1,775.42
			1,775.42
001751			
001751	PRINCETON PUBLIC AFFAIRS GROUP	GOVERNMENTAL AFFAIRS REP. 1/22	3,750.00
			3,750.00
001752			
001752	DANSKIN INSURANCE AGENCY INC	UNDERWRITING MANAGER FEE 2/22	21,867.50
			21,867.50
001753			
001753	NJ ADVANCE MEDIA	ACCT #XNJEN0555599 - MTG - 1.6.22	41.85
			41.85
001754			
001754	THE CANNING GROUP LLC	QPA SERVICES 1/1/22-1/31/22	416.67
			416.67
		Total Payments FY 2022	62,938.19
		TOTAL PAYMENTS ALL FUND YEARS	146,773.61

Chairperson: _____

Attest: _____

Dated: _____

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims.

Treasurer

NEW JERSEY MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT FUND BILLS LIST

Resolution No. 15-22

March 2022

WHEREAS, the Treasurer has certified that funding is available to pay the following bills:

BE IT RESOLVED that the New Jersey Municipal Environmental Risk Management Fund's Executive Board, hereby authorizes the Fund treasurer to issue warrants in payment of the following claims; and

FURTHER, that this authorization shall be made a permanent part of the records of the Fund.

FUND
YEAR 2021

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
001755			
001755	PERMA RISK MANAGEMENT SERVICES	2021 1099 AATRIX FILINGS	44.10
			44.10
		Total Payments FY 2021	44.10

FUND
YEAR 2022

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
001756			
001756	PERMA RISK MANAGEMENT SERVICES	POSTAGE 2/22	28.83
001756	PERMA RISK MANAGEMENT SERVICES	EXEC. DIR. FEE 3/22 & UNDPMTS 1/22-2/22	28,643.25
001756	PERMA RISK MANAGEMENT SERVICES	POSTAGE 1/22	0.53
			28,672.61
001757			
001757	DORSEY & SEMRAU	ATTORNEY FEE 3/22 & UNDPMTS 1/22-2/22	7,758.50
			7,758.50
001758			
001758	CHARLES CUCCIA	TREASURER FEE 3/22	1,775.42
			1,775.42
001759			
001759	PRINCETON PUBLIC AFFAIRS GROUP	GOVERNMENTAL AFFAIRS REP. 2/22	3,750.00
			3,750.00
001760			
001760	DANSKIN INSURANCE AGENCY INC	UNDWTG MGMT FEE 3/22 & UNDPMTS 1/22-2/22	22,686.50
			22,686.50
001761			
001761	AON RISK CONSULTANTS, INC.	ACTUARIAL SERVICES 1/1/22-3/1/22	15,625.00
			15,625.00
001762			
001762	NJ ADVANCE MEDIA	ACCT #XNJEN0555599 - MTG - 2.11.22	43.40
			43.40
001763			
001763	ACCESS	ACCT #736 - ARC. AND STOR. - 1.31.22	30.60
			30.60

Total Payments FY 2022

80,342.03

**TOTAL PAYMENTS ALL FUND
YEARS**

80,386.13

Chairperson: _____

Attest: _____

Dated: _____

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims.

Treasurer

RESOLUTION NO. 16-22

**NEW JERSEY MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT FUND
(Hereinafter referred to as the "FUND")
AMENDING THE APPOINTMENT OF CERTAIN PROFESSIONALS AND SERVICE
ORGANIZATIONS
FOR FUND YEAR 2022**

WHEREAS, the FUND is duly constituted as a Municipal Joint Insurance Fund, as permitted under the laws promulgated by the State of New Jersey, (N.J.S.A. 40A-36, et. seq.); and

WHEREAS, the New Jersey Municipal Environmental Risk Management Fund (hereinafter the Fund) appointed by way of Resolutions 2-22 and 3-22, certain professionals for the 2022 fund year; and

WHEREAS, as a result of additional members, the contract amounts for certain professionals should be amended.

NOW, THEREFORE, BE IT RESOLVED, by the Fund's Executive Committee that Resolutions 2-22 and 3-22 contract limitations as it pertains to 2022 should be amended as follows:

- I. **PERMA Risk Management Services as Administrator, Stephen Sacco is appointed as Executive Director, Joseph P. Hrubash as Deputy Executive Director & Bradford Stokes as Assistant Executive Director and as agents for process of service, is amended to reflect the annual amount of \$335,445.**
- II. **Fred Semrau, Esq. of Dorsey & Semrau as Fund Attorney providing General Counsel, is amended to reflect the annual amount of \$90,856. – (Professional Service Agreements in accordance with a non-fair and open process pursuant to NJSA 19:44A-20.4 et. seq.)**
- III. **Peter King, Esquire is appointed to serve as the FUND's Claims Supervisor, is amended to reflect the annual amount of \$31,402.**
- IV. **The Danskin Insurance Agency, Inc. and Conner Strong & Buckelew are hereby appointed as co-Underwriting Managers for the FUND is amended to reflect the annual amount of \$265,686.**
- V. **Richard Erickson of First Environment is hereby appointed to provide Environmental Engineering/Services to the FUND is amended to reflect the annual amount of \$470,518.**

BE IT FURTHER RESOLVED, that contracts were awarded in accordance with the competitive contracting process under the New Jersey Local Publics Contract Law NJSA 40A:11-4.1 et Seq. (*unless noted otherwise*)

ADOPTED: this day by the Governing Body,

Chairman

Dated

Secretary

Dated