

**NJ MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT FUND  
OPEN MINUTES  
MEETING OF NOVEMBER 20, 2019  
ATLANTIC CITY, NEW JERSEY  
12:00 PM**

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Meeting called to order by Robert Law. The Open Public Meeting Notice was read into the record.

Pledge of Allegiance

**ROLL CALL OF 2019 EXECUTIVE COMMITTEE:**

<b>Chairman:</b>	Trico	Robert Law	Present
<b>Secretary:</b>	South Bergen	Greg Franz	Present
<b>Executive Committee:</b>	Bergen	Paul Tomasko	Present
	Burlco	Meghan Jack	Present
	NJUA	Bernie Rutkowski	Present
	Sub Essex JIF	Joe Catenaro	Present
	Monmouth	Thomas Nolan	Present
	Camden	Joe Wolk	Present
<b>Alternates:</b>			
	<b>#1</b> Morris	Jon Rheinhardt	Present
	<b>#2</b> Ocean	Veronica Laureigh	Present
	<b>#3</b> Central	William Northgave	Present
	<b>#4</b> PMM	Thomas Merchel	Present
	<b>#5</b> Sub-Muni	Megan Champney	Present

**APPOINTED OFFICIALS PRESENT:**

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

**OTHERS PRESENT:**

David Grubb, PERMA  
Joseph Hrubash, PERMA  
Cate Kiernan, PERMA  
Brad Stokes, PERMA  
Jason Thorpe, PERMA  
Tracy Lopez, PERMA  
Paul Forlenza, AJG  
Paul Miola, AJG  
Ezio Altamura, GJEM  
Frank Covelli, P.I.A.  
John Casagrande, Danskin Insurance Agency  
Alison Kelly, Danskin Insurance Agency  
Eric Bause, The Actuarial Advantage  
Paul Shives, J.A. Montgomery  
Sue Sharpe, Dorsey & Semrau

**APPROVAL OF MINUTES:**            October 16, 2019

**MOTION TO APPROVE OPEN & CLOSED MINUTES OF OCTOBER 16, 2019**

**MOTION:**                            Commissioner Catenaro  
**SECOND:**                            Commissioner Champney  
**VOTE:**                                12 ayes, 0 nays, 1 abstention -  
    Commissioner Laureigh

**CORRESPONDENCE :**

None

**TREASURER**

Mr. Cuccia presented his report and Resolution Nos. 29-19 and 30-19 approving the November Bill List and Dividend List as follows:

**RESOLUTION 29-19 - NOVEMBER BILL LIST**

<b>FUND YEAR</b>	<b>AMOUNT</b>
2019	\$ 120,682.90
<b>Total</b>	<b>\$ 120,682.90</b>

**RESOLUTION 30-19 - DIVIDEND LIST**

<b>FUND YEAR</b>	<b>AMOUNT</b>
1998	\$1,999,999.00
<b>Total</b>	<b>\$1,999,999.00</b>

**MOTION TO APPROVE PAYMENT OF BILLS - RESOLUTION NOS. 29-19  
and 30-19**

**MOTION:** Commissioner Laureigh  
**SECOND:** Commissioner Wolk  
**ROLL CALL VOTE:** Unanimous

**EXECUTIVE DIRECTOR/ADMINISTRATOR:**

Mr. Sacco began his report by thanking Chairman Law for serving as the E-JIF Chairman in 2019.

**COVERAGE COMMITTEE MEETING** – Mr. Sacco reported that the E-JIF Coverage Committee met just prior to the Executive Committee meeting and a verbal report would be during the Underwriting Manager’s report.

**2020 FUND REORGANIZATION SCHEDULE** – Mr. Sacco said it would be appropriate for the Fund to schedule the Reorganization meeting for 2020. He noted that the E-JIF, MEL, and RCF will all be moving their meetings to Monday, January 6, 2020.

**MOTION TO SCHEDULE THE 2020 REORGANIZATION MEETING FOR  
THE E-JIF ON MONDAY, JANUARY 6, 2020 AT 10:50 AM AT THE  
FORSGATE COUNTRY CLUB AND ADVERTISE SAME IN  
ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT.**

**MOTION:** Commissioner Jack  
**SECOND:** Commissioner Champney  
**ROLL CALL VOTE:** Unanimous

**NOMINATING COMMITTEE** – Mr. Sacco reported that the Nominating Committee will be meeting via teleconference prior to the January 6, 2020 reorganization meeting. He noted that their recommend slate will be presented at that time.

**2019 COMMISSIONER COMPENSATION** - Mr. Sacco referred to the voucher to be completed if Commissioners are choosing to be compensated. He noted that the Fund Office will run an additional bills list in December in order to ensure that the commissioners receive their checks by the end of the Fund year.

**FINANCIAL FAST TRACK** – Mr. Sacco referred to the September 30<sup>th</sup> Financial Fast Track enclosed within the agenda booklet. He informed the Committee that as of September 30<sup>th</sup> the total statutory surplus is \$20.3 million. Mr. Sacco noted that the 2019 dividend has been applied to the Financial Fast Track.

**ORIGAMI DATABASE** - Mr. Sacco indicated that Mr. Hrubash had an add-on item to brief the Board about. Mr. Hrubash informed the Board that the E-JIF professionals have met with Origami to discuss adding the E-JIF to the database for the purpose of tracking USTs, other underwriting data, and claims. He noted that the professionals will report back to the Board after additional dialogue has taken place with Origami.

## **ATTORNEY:**

Mr. Semrau began by thanking Chairman Law for serving as the E-JIF Chairman as well.

Mr. Semrau reported that in regards to the Newark Bay claim recovery effort, he believes the E-JIF will receive all of its recovery of funds from the carrier.

Lastly, Mr. Semrau reported that the E-JIF may need to schedule a special meeting during the month of December. He advised that the purpose of the meeting will be to adopt a resolution appointing the E-JIF excess carrier in 2020.

## **UNDERWRITING MANAGERS:**

Mr. Casagrande reported that the EJIF Coverage Committee met just prior to the Executive Committee meeting to discuss PFOA, PFOS & PFNA (K/A PFC Compounds) coverage issues, Mercury Contamination From Rubber-Like Polyurethane Floors, and a Proposed EJIF Bulletin on the Spill Prevention Control and Countermeasures (SPCC). He advised that the Coverage Committee made the following recommendations to the Executive Committee:

- Environmental Engineer conduct an analysis to determine the EJIF's exposure to the PFC issue.
- Environmental Engineer investigate and provide the EJIF with detailed information on the membership's exposure to the mercury contamination issue.
- Environmental Engineer draft an Environmental Bulletin regarding Spill Prevention Control and Countermeasures (SPCC).

## **ENVIRONMENTAL ENGINEERING:**

Mr. Erickson reported that the Coverage Committee did have a discussion regarding PFOAs, which are very common for industrial manufacturers. He noted that his office is tracking what the E-JIF's exposure is. Mr. Erickson added that he is also tracking several lawsuits involving PFOAs in the state to determine ways to do cost recovery.

## **OLD BUSINESS:**

None.

## **NEW BUSINESS:**

None.

## **MEETING OPENED TO PUBLIC FOR COMMENT:**

None.

## **PUBLIC COMMENT PORTION OF THE MEETING CLOSED**

**CLAIMS ADMINISTRATOR:**

Mr. King advised that he did not have any claims to report on for the meeting and wished everyone a Happy Thanksgiving.

**MOTION TO ADJOURN MEETING**

<b>MOTION:</b>	Commissioner Guarino
<b>SECOND:</b>	Commissioner Nolan
<b>VOTE:</b>	Unanimous

Meeting Adjourned: 12:12 PM

*Next Meeting:*

**January 2020  
Forsgate CC  
Jamesburg, NJ**

*Respectfully submitted,*

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Prepared by Jason D. Thorpe, Assistant Secretary

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

Resolution No. 29-19

NOVEMBER 2019

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 2019**

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
001409			
001409	PERMA RISK MANAGEMENT SERVICES	POSTAGE 10/19	5.65
001409	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR 11/19	25,363.74
			<b>25,369.39</b>
001410			
001410	AON RISK CONSULTANTS, INC.	ACTUARY FEE - 3RD INSTALL 2019	15,625.00
			<b>15,625.00</b>
001411			
001411	CHARLES CUCCIA	TREASURER FEE 11/19	1,673.08
			<b>1,673.08</b>
001412			
001412	DANSKIN INSURANCE AGENCY INC	UNDERWRITING FEE 11/19	20,089.00
			<b>20,089.00</b>
001413			
001413	NJ ADVANCE MEDIA	ACCT#XNJEN0555599 - NOTICE - 10.25.19	57.96
001413	NJ ADVANCE MEDIA	ACCT#XNJEN0555599 - MTG - 9.16.19	37.20
001413	NJ ADVANCE MEDIA	ACCT#XNJEN0555599 - NOTICE - 10.12.19	70.84
			<b>166.00</b>
001414			
001414	ALLSTATE INFORMATION MANAGEMNT	ACCT#736 - ARC & STOR - 9.30.19	29.39
			<b>29.39</b>
001415			
001415	FIRST ENVIRONMENT, INC.	PROFESSIONAL SERVICES 9/19	57,314.37
			<b>57,314.37</b>
001416			
001416	THE CANNING GROUP LLC	QPA SERVICES 10/19	416.67
			<b>416.67</b>
		<b>Total Payments FY 2019</b>	<b>120,682.90</b>
		<b>TOTAL PAYMENTS ALL FUND YEARS</b>	<b>\$120,682.90</b>

\_\_\_\_\_  
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  
DIVIDEND BILLS LIST**

Resolution No. 30-19

NOVEMBER 2019

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 1998**

<u>Check Number</u>	<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
001417			
001417	SUB-ESSEX JOINT INSURANCE FUND	DIVIDEND 2019	89,340.00
			<b>89,340.00</b>
001418			
001418	BERGEN COUNTY MUNICIPAL JOINT	DIVIDEND 2019	281,918.00
			<b>281,918.00</b>
001419			
001419	CAMDEN COUNTY MUNICIPAL JOINT	DIVIDEND 2019	197,342.00
			<b>197,342.00</b>
001420			
001420	BURLINGTON COUNTY MUNICIPAL	DIVIDEND 2019	42,957.00
			<b>42,957.00</b>
001421			
001421	MORRIS COUNTY MUNICIPAL JOINT	DIVIDEND 2019	275,367.00
			<b>275,367.00</b>
001422			
001422	SOUTH BERGEN JOINT INSURANCE	DIVIDEND 2019	186,314.00
			<b>186,314.00</b>
001423			
001423	PROFESSIONAL MUNICIPAL	DIVIDEND 2019	83,264.00
			<b>83,264.00</b>
001424			
001424	OCEAN COUNTY MUNICIPAL JOINT	DIVIDEND 2019	263,092.00
			<b>263,092.00</b>
001425			
001425	MONMOUTH COUNTY MUNICIPAL	DIVIDEND 2019	208,791.00
			<b>208,791.00</b>
001426			
001426	SUBURBAN MUNICIPAL JOINT	DIVIDEND 2019	89,673.00
			<b>89,673.00</b>
001427			
001427	CENTRAL JERSEY JOINT INSURANCE	DIVIDEND 2019	130,519.00
			<b>130,519.00</b>
001428			
001428	NEW JERSEY UTILITY AUTHORITIES	DIVIDEND 2019	78,761.00
			<b>78,761.00</b>
001429			
001429	GLOUCESTER, SALEM, CUMBERLAND	DIVIDEND 2019	72,661.00
			<b>72,661.00</b>
		<b>Total Payments FY 2019</b>	<b>1,999,999.00</b>
		<b>TOTAL PAYMENTS ALL FUND YEARS</b>	<b>\$1,999,999.00</b>

\_\_\_\_\_  
Chairperson

Attest:

Dated: \_\_\_\_\_

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

\_\_\_\_\_  
Treasurer