

**MUNICIPAL EXCESS RESIDUAL CLAIMS LIABILITY FUND**  
**OCTOBER 18, 2023**  
**FORSGATE COUNTY CLUB, MONROE, N.J.**  
**10:30 AM**

Meeting of Executive Committee called to order by Chairman John Clarke.

**ROLL CALL OF 2023 EXECUTIVE COMMITTEE/FUND COMMISSIONERS:**

John Clarke	Chairman	MEL	Present
Megan Champney	Secretary	Suburban Municipal	Present
Paul Tomasko	Executive Committee	Bergen	Present
Tom Nolan	Executive Committee	Monmouth	Present
Joseph Wolk	Executive Committee	Camden	Present
Brian Bigler	Executive Committee	NJUA	Present
Tom Merchel	Executive Committee	PMM	Present
Meghan Jack	Alternate #1	Burlco	Present
Brian McNeilly	Alternate #2	Morris	Present
Sherry Sims	Alternate #3	PHA	Absent
Veronica Laureigh	Alternate #4	Ocean	Absent
William Northgrave	Alternate #5	Central	Absent
Gregory Franz	Alternate #6	South Bergen	Present
Steve Rovell	Alternate #7	Suburban Metro	Absent
Michael Razze	Alternate #8	Trico	Present
Lisa McLaughlin	Alternate #9	Atlantic	Present

Executive Director

PERMA Risk Management Services  
**Joseph Hrubash, Cathleen Kiernan**

Deputy Executive Director

Arthur J. Gallagher RMS, Inc.  
**Paul Forlenza**

Attorney Dorsey & Semrau  
Fred Semrau, Esq.

Treasurer **Charles Cuccia**

Claims Supervisor                      CB Claims  
**Christopher Botta**

Actuary

The Actuarial Advantage

**ALSO PRESENT:**

Dave Grubb, PERMA  
Steve Sacco, PERMA  
Cate Kiernan, PERMA  
Brad Stokes, PERMA  
Pauline Kontomanolis, PERMA  
Robyn Walcoff, PERMA  
Nancy Ghani, PERMA  
Brandon Tracy, PERMA

Gerard Torsiello, PERMA  
Sandra Cantwell, PERMA  
Laura Sable, CB Claims  
Ed Cooney, Conner, Strong & Buckelew  
Jackie Lindsay, Conner, Strong & Buckelew  
Katie Walters, Conner, Strong & Buckelew  
Paul Shives, JA Montgomery  
Charles Casagrande, Danskin Agency  
John Casagrande, Danskin Agency  
Alison Kelly, Danskin Agency  
Claudia Acosta, Qual-Lynx  
Ezio Altamura, GJEM-Otterstedt Agency  
Matt McArow Jr., GJEM-Otterstedt Agency  
Amy Pieroni, Acrisure  
Frank Covelli, PIA  
Paul Miola, PJM Consultants

**APPROVAL OF MINUTES:** September 15, 2023 Open Session

**MOTION TO APPROVE** September 15, 2023 OPEN MINUTES:

Moved:	Commissioner McNeilly
Second:	Commissioner Merchel
Vote:	11 Ayes, 0 Nay, 1 Abstention (Commissioner Razze)

**CORRESPONDENCE:**

NONE

**TREASURER:**

**RESOLUTION 22-23 CONFIRMING OCTOBER VOUCHER PAYMENTS**

<b>2023</b>	\$49,103.94
<b>TOTAL</b>	\$49,103.94

**MOTION TO ADOPT RESOLUTION 22-23 APPROVING THE OCTOBER 2023 VOUCHER LIST, AS SUBMITTED:**

Moved:	Commissioner Merchel
Second:	Commissioner Nolan
Roll Call Vote:	12 Ayes – 0 Nays

**EXECUTIVE DIRECTOR:**

**2024 Budget:** Executive Director said at the September 15<sup>th</sup> meeting, the 2024 Budget was introduced. There have been no budget changes since introduction and the Public Hearing will be held at this meeting. The 2024 budget is included in the agenda. Hearing no need for further discussion, Chairman Clarke asked for a motion to adopt the 2024 budget.

**MOTION TO ADOPT THE 2024 BUDGET**

Moved:	Commissioner Nolan
Second:	Commissioner Merchel
Roll Call Vote:	12 Ayes – 0 Nays

**2019 Claim Transfers:** Executive Director said all member JIFs of the RCF Fund will be asked to adopt the resolution included in the agenda at their October / November meeting to

transfer their 2019 claim liabilities to the RCF. Assessments to local JIFs will be determined by the valuation as of December 31, 2023.

**Motion to Authorize the Local JIF Members to Transfer their Fund Year 2019 Claim Liabilities to the RCF**

Moved:	Commissioner Tomasko
Second:	Commissioner Champney
Roll Call Vote:	12 Ayes – 0 Nays

**2023 Commissioner Compensation:** Executive Director said the 2023 commissioner attendance record as of the September meeting is included in the agenda. To be compensated, Commissioners should complete the voucher (included in the agenda) and submit to the Fund office. A bills list will be produced to ensure that commissioners receive their checks by the end of the Fund Year. Resolution 23-23 authorizes the Treasurer to make payments to the Fund Commissioners for 2023 meeting attendance.

**Motion to Adopt Resolution 23-23 authorizing the Fund Treasurer to make payments to the Fund Commissioners for the 2023 Meeting Attendance**

Moved:	Commissioner Merchel
Second:	Commissioner Tomasko
Roll Call Vote:	12 Ayes – 0 Nays

**Claims Committee:** Executive Director said the Claims Review Committee met on September 15, 2023 and prior to today's Board meeting. The September minutes were enclosed under separate cover. The committee also met prior to today's meeting.

**Motion to approve the PARs as recommended by the Claims Committee.**

Moved:	Commissioner Franz
Second:	Commissioner Nolan
Roll Call Vote:	12 Ayes – 0 Nays

**Nomination Committee:** Executive Director said the recommendations for the 2024 – 2025 RCF Officers for the two-year term are Meghan Champney to assume the Chair position and nominate Steve Rovell as Secretary. The slate will be presented for approval at our reorganizational meeting. All other Commissioner appointments will be determined by local Joint Insurance Funds. Executive Director thanked Chairman Clarke for his service to the RCF.

**Power of Collaboration:** Executive Director said the enclosed Power of Collaboration advertisement to be published in the League of Municipalities magazine is one of an ongoing series. The ad highlights how the MEL Safety Institute (MSI) provides training that meets the needs and work schedules of MEL/JIF members. Training for 2023 are on target to exceed last year's record of 70,000. Thus, resulting in lost-time accident rates for MEL/JIF members being the lowest among municipal employees – a direct benefit measured in reduced workers' compensation cost.

**October Meeting:** Executive Director said the next meeting is scheduled for January 4, 2024 however the MEL is changing the January reorganizational meeting date to January 8, 2024 at 10:30AM at the Forsgate Country Club. Hearing no objections, the meeting date will change to follow the MEL to January 8, 2024. The MEL will also be offering alternate dates for June and September and discussing the planning for the MEL retreat in 2024.

**ATTORNEY:** Fund Attorney said as the year closes for the RCF, he wanted to note that even with the number of old claims with serious dollars, the Fund again this year has had no disputes with our excess carriers. He credited the Claims Committee and the Claims Administrators, and thanked

Chris Botta and Laura Sable of CB Claims for maintaining communication with the excess carriers so that when a claim does come up for litigation, the carriers are already working alongside the Fund.

**OLD BUSINESS:**

NONE

**NEW BUSINESS:**

NONE

**PUBLIC COMMENT:**

NONE

**MOTION TO ADJOURN:**

Moved:	Commissioner Merchel
Second:	Commissioner Nolan
Vote:	Unanimous

**MEETING ADJOURNED: 10:39 AM**

Sandra Cantwell, Assisting Secretary  
for  
Megan Champney, SECRETARY

# MUNICIPAL EXCESS LIABILITY RESIDUAL CLAIMS FUND BILLS LIST

Resolution No. 22-23

October 2023

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

**BE IT RESOLVED** that the Municipal Excess Liability Residual Claim 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 2023**

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>Invoice Amount</u>
001861			
001861	PERMA RISK MANAGEMENT SERVICES	POSTAGE 09/23	1.89
001861	PERMA RISK MANAGEMENT SERVICES	ADMIN FEE 10/23	18,094.65
			<b>18,096.54</b>
001862			
001862	THE ACTUARIAL ADVANTAGE	ACTUARY SERVICES 10/23	3,731.41
			<b>3,731.41</b>
001863			
001863	DORSEY & SEMRAU	ATTORNEY 4TH QTR 2023	10,764.79
			<b>10,764.79</b>
001864			
001864	CHARLES CUCCIA	TREASURER FEE 10/23	3,538.24
			<b>3,538.24</b>
001865			
001865	NJ ADVANCE MEDIA	ACCT# XMUNI0555929 9/23/23 BUDGETS	74.76
001865	NJ ADVANCE MEDIA	ACCT# XMUNI0555929 9/9/23 AUDIT	275.40
			<b>350.16</b>
001866			
001866	MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND	REIMB 1/3 SEPT MEL,RCF,EJIF MEETING	1,017.15
			<b>1,017.15</b>
001867			
001867	CB CLAIMS, LLC	CLAIMS SUPERVISION SERVICE 10/23	5,447.83
			<b>5,447.83</b>
001868			
001868	ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES, LLC	DEPUTY ADMIN 10/23	6,116.77
			<b>6,116.77</b>
001869			
001869	ACCESS	DEPT 809 INV 10427852 8/31/23 FOR SEPT	41.05
			<b>41.05</b>

<b>Total Payments FY 2023</b>	<b>49,103.94</b>
<b>TOTAL PAYMENTS ALL FUND YEARS</b>	<b>49,103.94</b>

Chairperson \_\_\_\_\_

Attest: \_\_\_\_\_

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

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

Treasurer \_\_\_\_\_

**RESOLUTION 23-23**  
**AUTHORIZING THE MUNICIPAL EXCESS LIABILITY RESIDUAL CLAIMS FUND**  
**TO PAY COMMISSIONERS FOR ATTENDANCE**  
**AT FUND COMMISSIONER MEETINGS**  
**FOR THE FUND YEAR 2023**

**WHEREAS**, N.J.S.A. 40A:10-36 permits the creation of a Joint Insurance Fund for Local Public Entities, and

**WHEREAS**, said Statute permits the Board of Commissioners to vote to allow those Fund Commissioners who serve on the Board of Fund Commissioners or Executive Committee to receive up to \$150 per regular Meeting attended,

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Municipal Excess Liability Residual Claims Fund as follows:

Each regular and alternate member of the Board of Fund Commissioners of the Municipal Excess Liability Residual Claims Fund is permitted to receive \$150 per regular monthly Board Meetings attended by said member.

**MUNICIPAL EXCESS LIABILITY  
RESIDUAL CLAIMS FUND**

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Dated