

**MUNICIPAL EXCESS RESIDUAL CLAIMS LIABILITY
FUND MINUTES
MARCH 21, 2025 – DOUBLETREE BY HILTON, MONROE, N.J.
11:30 AM**

Meeting of Executive Committee called to order by Chairwoman Champney who read the Statement of Compliance with Open Public Meetings Act and led Commissioners in the pledge of allegiance.

ROLL CALL OF 2025 EXECUTIVE COMMITTEE/FUND COMMISSIONERS:

Megan Champney Kweselait	Chairwoman	SubMuni	Present
Joseph Criscuolo	Secretary	Central	Present
Paul Tomasko	Executive Committee	Bergen	Absent
Thomas Nolan	Executive Committee	Monmouth	Present
Joseph Wolk	Executive Committee	Camden	Absent
Brian Rutkowski (Alt.)	Executive Committee	NJUA	Present
Sherry Sims	Executive Committee	NJPHA	Absent
Veronica Laureigh	Alternate #1	Ocean	Present
Meghan Jack	Alternate #2	Burlco	Absent
Brian McNeilly	Alternate #3	Morris	Present
Michael Razze	Alternate #4	Trico	Absent
Gregory Franz	Alternate #5	South Bergen	Present
John Clarke	Alternate #6	MEL	Absent
Susan Danson	Alternate #7	PMM	Present
James Pacanowski	Alternate #8	Atlantic	Present
Vincent Quatrone	Alternate #9	Suburban Metro	Present

Executive Director

PERMA Risk Management Services

Joseph Hrubash, Cathleen Kiernan

Deputy Executive Director

A. J. Gallagher - RPA, Inc.

Paul Forlenza

Attorney

Dorsey & Semrau

Fred Semrau, Esq.

Treasurer

Charles Cuccia

Claims Supervisor

CB Claims

Christopher Botta

Actuary

The Actuarial Advantage

Jaime Shooks

ALSO PRESENT:

Adam Brewer, Morris JIF

Dave Grubb, PERMA

Steve Sacco, PERMA
 Brad Stokes, PERMA
 Pauline Kontomanolis, PERMA
 Robyn Walcoff, PERMA
 Jennifer Conicella, PERMA
 Nancy Ghani, PERMA
 Brandon Tracy, PERMA
 Sandra Cantwell, PERMA
 Tom Merchel, Conner, Strong & Buckelew
 Jonathon Tavares, Conner, Strong & Buckelew
 Muhammad Hernandez, Conner, Strong & Buckelew
 Kamini Patel, RPA
 Brian Maitland, J.A. Montgomery
 Chuck Casagrande, Danskin Agency
 Alison Kelly, Danskin Agency
 Lisa Gallo, Qual-Lynx
 Stacey Ehling, Princeton Strategic Communications
 Ezio Altamura, GJEM-Otterstedt Agency
 Patti Fahy, Acrisure

APPROVAL OF MINUTES: January 6, 2025 Open Session

MOTION TO APPROVE JANUARY 6, 2025 OPEN MINUTES:

Moved: Commissioner McNeilly
 Second: Commissioner Laureigh
 Vote: 6 Yay, 0 Nay, 4 Abstain (Commissioners Champney, Pacanowski, Rutkowski (Alt))

CORRESPONDENCE:

NONE

TREASURER:

RESOLUTION 11-25, CONFIRMATION OF PAYMENT – FEBRUARY 2025

2007	\$2,000.00
2024	\$48.86
2025	\$49,684.88
TOTAL	\$51,733.74

RESOLUTION 12-25 – MARCH 2025 BILLS LIST

2025	\$40,580.22
TOTAL	\$40,580.22

MOTION TO CONFIRM BILLS LISTS RESOLUTION 11-25 FEBRUARY 2025 AND TO ADOPT RESOLUTION 12-25 APPROVING THE MARCH 2025 VOUCHER LIST, AS SUBMITTED:

Moved: Commissioner Nolan
 Second: Commissioner Danson
 Roll Call Vote: Unanimous

EXECUTIVE DIRECTOR:

Executive Director reported on the following:

Crime Bond Renewal: Selective Insurance provides commercial crime coverage for the Fund's Executive Director, Treasurer and Claims Administrator. This policy for the MEL Residual Claims Fund will renew on 5/1/25 and Selective has quoted a premium of \$1,514.00.

Motion to approve commercial crime coverage with Selective Insurance as of 5/1/2025 for a premium of \$1,514.00:

Moved:	Commissioner Pacanowski
Second:	Commissioner Nolan
Roll Call Vote:	Unanimous

Competitive Contract/Procurement Process: All professional contracts with the RCF expire on December 31, 2025. The Fund will begin the competitive contracting/procurement process for the professional positions. A revised version of Resolution 13-25 authorizing the hiring of the various fund professionals was distributed to the Commissioners.

Motion to adopt revised Resolution 13-25 authorizing the hiring of various RCF Professionals through the Competitive Contracting Process.

Moved:	Commissioner Criscuolo
Second:	Commissioner Champney
Roll Call Vote:	Unanimous

Contract Review Committee: Commissioners Criscuolo, Danson and Franz volunteered to serve on the newly formed contract review committee to review the RPF responses and score them accordingly.

Financial Disclosures: In April the JIF Fund Commissioners should anticipate the online filing of the Financial Disclosure forms and to contact the Fund office with any questions.

MEL Post Renewal Webinar: The Underwriting Manager hosted a webinar on Friday, March 14, 2-25 overviewing the general market nationally and statewide, and the 2025 renewal program for the MEL. Members can contact the Fund office if you would like to receive a link to view the webinar. Also an overview of the topics are on the MEL website Bulletin 25-02 at: <https://njmel.org/wp-content/uploads/2025/02/MEL-Bulletin-25-02-Renewal-Overview-1.pdf>

JCMI: Enclosed in the agenda was the 2024 4th quarter report for the JCMI from the asset manager, Eagle Management. Treasurer said the year to maturity is 4.2% and the average hold time is 3.3 years.

Claims Committee: The Claims Review Committee met via Zoom on January 3 and March 18, 2025. Minutes of the January meeting were sent under separate cover.

Motion to approve the PARs as recommended by the Claims Committee

Moved:	Commissioner McNeilly
Second:	Commissioner Danson
Roll Call Vote:	Unanimous

Next meeting is scheduled for Monday June 9, 2025 at 11:30AM and will be held at the Forsgate Country Club.

ATTORNEY:

Fund Attorney said in 2011 the fund moved the POL/EPL coverage to an outside carrier, and the Fund retained the runoff claims. The last run off claim has finally closed and is an example of how these types of claims can really be a challenge to manage and how long they can extend. The case settled with the Fund and the member each taking 50% responsibility. Fund Attorney thanked Pauline Kontomanolis, Robyn Walcoff and Executive Director Joe Hrubash for their work to bring this to close. In response to Mr. Grubb, Fund Attorney said there have been multiple challenges bringing this to a final close, however he is confident enough to discuss this case as final.

OLD BUSINESS:

NONE

NEW BUSINESS:

NONE

PUBLIC COMMENT:

NONE

MOTION TO ADJOURN:

Moved:	Commissioner Laureigh
Second:	Commissioner Danson
Vote:	Unanimous

MEETING ADJOURNED: 11:45 AM

Sandra Cantwell, Assisting Secretary for

Joseph Criscuolo, SECRETARY

MUNICIPAL EXCESS LIABILITY RESIDUAL CLAIMS FUND BILLS LIST

Resolution No. 11-25

February 2025

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 2007

<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
ATLANTIC COUNTY JOINT INSURANCE FUND	REFUND 2007 RCF ADD. ASSESSMENT	2,000.00
		2,000.00
	Total Payments FY 2007	2,000.00

FUND YEAR 2024

<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
PERMA RISK MANAGEMENT SERVICES	POSTAGE 12/24	9.66
PERMA RISK MANAGEMENT SERVICES	2024 AATRIX 1099 FILINGS	39.20
		48.86
	Total Payments FY 2024	48.86

FUND YEAR 2025

<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
PERMA RISK MANAGEMENT SERVICES	POSTAGE 01/25	10.10
PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEES 02/25	18,825.67
		18,835.77
THE ACTUARIAL ADVANTAGE	ACTUARIAL SERVICES 02/25	3,882.16
		3,882.16
DORSEY & SEMRAU	ATTORNEY FEE Q1 2025	11,199.69
		11,199.69
ARTHUR J GALLAGHER LLC dba RPA	DEPUTY ADMINISTRATOR 02/25	6,363.89
		6,363.89
CHARLES CUCCIA	TREASURER FEE 02/25	3,681.18
		3,681.18
CB CLAIMS, LLC	CLAIMS ADMINISTRATION FEE 02/25	5,667.92
		5,667.92
ACCESS	INV 11313082 DEPT 809 12/31/24 FOR JAN	54.27
		54.27

Total Payments FY 2025

49,684.88

TOTAL PAYMENTS ALL FUND YEARS

51,733.74

Chairperson: _____

Attest: _____

Dated: _____

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

Treasurer

MUNICIPAL EXCESS LIABILITY RESIDUAL CLAIMS FUND BILLS LIST

Resolution No. 12-25

March 2025

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 2025

<u>Vendor Name</u>	<u>Comment</u>	<u>Invoice Amount</u>
PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEES 03/25	18,825.67 18,825.67
THE ACTUARIAL ADVANTAGE	ACTUARIAL SERVICES 03/25	3,882.16 3,882.16
ARTHUR J GALLAGHER LLC dba RPA	DEPUTY ADMINISTRATOR 03/25	6,363.89 6,363.89
CHARLES CUCCIA	TREASURER FEE 03/25	3,681.18 3,681.18
NJ ADVANCE MEDIA	A# 52612 INV 2960266-10967115 2/18/25	61.92 61.92
CB CLAIMS, LLC	CLAIMS ADMINISTRATION FEE 03/25	5,667.92 5,667.92
CONNER STRONG & BUCKELEW	SELECTIVE INS. SURETY BOND 5/25-5/26	1,514.00 1,514.00
ACCESS	INV 11368523 DEPT 809 1/31/25	46.03 46.03
GANNETT NEW YORK NJ LOCALIQ	A# 1513385 INV 6961051-11041846 2/17/25	21.45 21.45
MGL PRINTING SOLUTIONS	RCF-MORRIS CHECK ORDER -213218 2/25	516.00 516.00
Total Payments FY 2025		40,580.22
TOTAL PAYMENTS ALL FUND YEARS		40,580.22

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. 13-25

**RESOLUTION OF THE MEL RESIDUAL CLAIMS FUND AUTHORIZING THE
HIRING OF 2026 FUND PROFESSIONALS THROUGH THE COMPETITIVE
CONTRACTING PROCESS**

WHEREAS, the MEL Residual Claims Fund (FUND) has a desire to provide for Fund Professional defined within N.J.S.A 40A:11-5 to wit:

Fund Treasurer
Executive Director
Claims Supervisor
Actuary
Underwriting Manager
and

WHEREAS, such services are currently available to be provided through the competitive contracting process under the New Jersey Local Publics Contract Law, N.J.S.A. 40A:11-4.1.; and

WHEREAS, the Fund desires to evaluate such service offerings from Vendors within the procedures as set forth in the New Jersey Local Publics Contract Law (N.J.S.A.40A:11-4.1 et. seq. and N.J.A.C. 5:34-4 et. Seq.,) of Price and Other Factors; and

WHEREAS, the Fund desires to enter into a contract for one (1) up to a three (3) year contract that will satisfy the needs of the Fund; and

NOW, THEREFORE, BE IT RESOLVED by the MEL Residual Claims Fund, State of New Jersey, as follows:

The Executive Director is hereby authorized to commence the competitive contract/procurement as allowable under the New Jersey Local Publics Contract Law for

Fund Treasurer, Executive Director, Claims Supervisor Actuary, Underwriting Manager allowing for a minimum of 20 days' notice after advertisement to receive responses, per Local Publics Contract Law.

I hereby certify the above to be a true copy of a resolution passed by the MEL Residual Claims Fund at a duly convened meeting held on March 21, 2025.

Chairwoman _____ Secretary _____