

**MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND  
OPEN MINUTES MEETING – JANUARY 14, 2015  
HANOVER TOWNSHIP MUNICIPAL BUILDING  
12:00 PM**

Meeting of Fund Commissioners called to order by Chairman Rheinhardt. Open Public Meeting Notice read into records. Chairman Rheinhardt led Commissioners in the Pledge of Allegiance.

**ROLL CALL OF 2014 EXECUTIVE COMMITTEE:**

Jonathan Rheinhardt	Borough of Wharton	Present
William Close, Secretary	Township of Sparta	Present
Robert Kalafut	Borough of Madison	Present
Ralph Blakeslee	Borough of Netcong	Absent
Michael Guarino	Township of Denville	Present
Greg Poff	Rockaway Township	Present
Brian McNeilly	Borough of Stanhope	Present

**ROLL CALL OF 2014 FUND COMMISSIONERS:**

Vita Thompson	Township of Andover	Absent
John Dunleavy	Borough of Bloomingdale	Present
Terry McCue	Town of Boonton	Present
Barbara Shepard	Township of Boonton	Present
James Lampmann	Borough of Butler	Present
Thomas Ciccarone	Township of Chatham	Absent
Timothy Day	Borough of Chatham	Present
Valerie Egan	Borough of Chester	Absent
Donald Travisano	Dover Town	Present
Joseph Tempesta	Township of East Hanover	Present
Francine Paserchia	Borough of Essex Fells	Absent
William Huyler	Borough of Florham Park	Absent
David Boynton	Township of Frelinghuysen	Absent
Kelli Schanz	Township of Hanover	Absent
Eric Maurer	Borough of Hawthorne	Present
Robert Elia	Borough of Hopatcong	Present
Daniel O’Dougherty	Borough of Kinnelon	Present
Perry Mayers	Borough of Lincoln Park	Absent
Neil Henry	Township of Long Hill	Absent
Richard Merkt	Borough of Mendham	Absent
Amey Upchurch	Township of Mendham	Absent
Tim Gordon	Township of Millburn	Absent
Victor Canning	Township of Montville	Absent
June Uhrin	Borough of Morris Plains	Absent
Carolyn Rinaldi	Borough of Mount Arlington	Present
Frank Wilpert	Township of Mount Olive	Absent
Robert Tovo	Borough of Mountain Lakes	Absent
Mel Levine	Borough of North Caldwell	Present
David Hollberg	Township of Pequannock	Present

Darren Maloney	Township of Randolph	Present
Scott Heck	Borough of Ringwood	Absent
Sheila Seifert	Borough of Rockaway	Present
Terri Lyons	Township of Washington	Absent
Adam Brewer	Township of West Caldwell	Present
Kenneth Gabbert	Township of West Milford	Present

**2014 FUND COMMISSIONER ALTERNATES:**

Maryann Frodella	Township of Andover	Absent
Sherry Gallagher	Borough of Bloomingdale	Absent
Cynthia Oravits	Town of Boonton	Absent
James Kozimor	Borough of Butler	Absent
Deborah King	Township of Chatham	Absent
Michael Mariniello	Borough of Chatham	Absent
Steven Ward	Township of Denville	Absent
Kelley Toohey	Dover Town	Present
Kenneth Huelbig	East Hanover Township	Absent
Patricia Visco	Borough of Florham Park	Absent
Joseph Giorgio	Township of Hanover	Absent
Jennifer Scully	Borough of Hawthorne	Absent
Donna Mollineaux	Borough of Kinnelon	Absent
James Burnet	Borough of Madison	Absent
Alex McDonald	Township of Millburn	Absent
Jason Kohn	Borough of Morris Plains	Absent
June Hercek	Borough of Montville	Absent
Michelle Reilly	Borough of Mountain Lakes	Absent
Andrew Cangiano	Borough of Mt. Arlington	Absent
Sean Canning	Township of Mount Olive	Present
William Marsala	Borough of Ringwood	Absent
Yolanda Dykes	Borough of Rockaway	Absent
Joseph Fiorella	Township of Rockaway	Absent
Michele Landtau	Township of Sparta	Absent
Dana Mooney	Borough of Stanhope	Absent
Andrew Coppola	Township of Washington	Absent
Catherine Shanahan	Township of West Milford	Absent
David Young	Borough of Wharton	Absent

**APPOINTED OFFICIALS PRESENT:**

Executive Director/Administrator

PERMA Risk Management Services  
**Cathleen Kiernan**

Attorney/Litigation Management

Dorsey & Semrau, Esq  
**Fred Semrau, Esq.**

Underwriting Manager

Conner Strong & Buckelew  
**Edward Scioli**

Safety Director

J.A. Montgomery Risk Control  
**John Zengel**

Treasurer

**Grace Brennan**

Liability Claims Service

D&H Alternative Risk Solutions, Inc.  
**Paul Messerschmidt**

Workers Compensation  
Claim Service

Qual-Lynx  
**Robert Fox**

Managed Care

FMCO  
**Thea Isabella**

Auditor

Nisivoccia LLP

**ALSO PRESENT:**

Sharon Cooper, Public Entity Advocates

Wayne Dietz, Skylands Risk Management

Patty Esposito, Marsh USA

Stacy Russo, Russo & Associates, LLC

David Sgalia, Henry O. Baker, Inc.

Mark Spivak, FMCO

Matthew Struck, Brown and Brown Metro

Mark Todisco, The Chadler Group

Karen Waters, IMAC Insurance Agency, LLC

John Whitley, Skylands Risk Management

Frank Covelli, PIA (amended 2/11/15—did not sign in at January 14 meeting)

Jaine Testa, PERMA

**APPROVAL OF MINUTES -**

December 10, 2014 Open & Closed minutes:

**MOTION TO APPROVE OPEN & CLOSED MINUTES OF DECEMBER 10, 2014**

Motion:	Commissioner Day
Second:	Commissioner Poff
Vote:	17 Ayes, 0 Nays, 5 Abstains (Commissioners McCue, Elia, Levine, Hollberg and Seifert)

**CORRESPONDENCE** – None

**ADJOURN SINE DIE MEETING:**

Chairs vacated - Executive Director asked to run meeting. The meeting was called to order. Roll call of 2015 Fund Commissioners confirmed a quorum of the Fund Commissioners.

**ROLL CALL OF 2015 FUND COMMISSIONERS:**

Vita Thompson	Township of Andover	Absent
John Dunleavy	Borough of Bloomingdale	Present
Terry McCue	Town of Boonton	Present
Barbara Shepard	Township of Boonton	Present
James Lampmann	Borough of Butler	Absent
Thomas Ciccarone	Township of Chatham	Absent
Timothy Day	Borough of Chatham	Present
Valerie Egan	Borough of Chester	Absent
Michael Guarino	Township of Denville	Present
Donald Travisano	Dover Town	Present
Joseph Tempesta	Township of East Hanover	Present
Francine Paserchia	Borough of Essex Fells	Absent
William Huyler	Borough of Florham Park	Absent
Silvio Esposito	Township of Hanover	Present
Eric Maurer	Borough of Hawthorne	Present
Robert Elia	Borough of Hopatcong	Present
Daniel O'Dougherty	Borough of Kinnelon	Present
Perry Mayers	Borough of Lincoln Park	Absent
Neil Henry	Township of Long Hill	Absent
Robert Kalafut	Borough of Madison	Present
Richard Merkt	Borough of Mendham	Absent
Amey Upchurch	Township of Mendham	Absent
Tim Gordon	Township of Millburn	Absent
Victor Canning	Township of Montville	Absent
June Uhrin	Borough of Morris Plains	Absent
Carolyn Rinaldi	Borough of Mount Arlington	Present
Frank Wilpert	Township of Mount Olive	Absent
Robert Tovo	Borough of Mountain Lakes	Absent
Ralph Blakeslee	Borough of Netcong	Absent
Mel Levine	Borough of North Caldwell	Present
David Hollberg	Township of Pequannock	Present
Darren Maloney	Township of Randolph	Present
Scott Heck	Borough of Ringwood	Absent
Sheila Seifert	Borough of Rockaway	Present
Greg Poff	Rockaway Township	Present
William Close, Secretary	Township of Sparta	Present
Brian McNeilly	Borough of Stanhope	Present
Terri Lyons	Township of Washington	Absent
Adam Brewer	Township of West Caldwell	Present
Kenneth Gabbert	Township of West Milford	Present
Jonathan Rheinhardt	Borough of Wharton	Present

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**ELECTION OF OFFICERS AND FIVE-MEMBER EXECUTIVE COMMITTEE**

Executive Director asked for nominations. Commissioner Tempesta, Nominating Committee Chair, said the Committee met in December and recommends the following slate for 2015 Officers and Executive Committee:

Greg Poff, Chair	Rockaway Township
William Close, Secretary	Township of Sparta
Ralph Blakeslee	Borough of Netcong
Adam Brewer	Township of West Caldwell
Michael Guarino	Township of Denville
Brian McNeilly	Borough of Stanhope
Jonathan Rheinhardt	Borough of Wharton

**MOTION TO NOMINATE 2015 CHAIRMAN, SECRETARY AND 5-MEMBER EXECUTIVE COMMITTEE AS PRESENTED:**

Motion:	Commissioner Tempesta
Second:	Commissioner Levine

**MOTION TO CLOSE NOMINATIONS AND ELECT THE SLATE AS PROPOSED:**

Motion:	Commissioner Tempesta
Second:	Commissioner Levine
Roll Call Vote:	unanimous

Attorney administered the Oath of Office to Fund Commissioners for 2015.

Chairman Poff continued the meeting, thanked the commissioners for their support, and said he looked forward to working cooperatively with the commissioners and professionals.

Chairman Poff presented Commissioner Rheinhardt with a clock from the commissioners and Executive Committee to acknowledge his term of service as fund Chairman for 2013-2014.

## **MONTHLY COMMITTEE REPORTS:**

### **Committee Reports:**

**Membership Committee, Greg Poff, Chair, Rockaway Township** – No report

**Finance Committee, Robert Kalafut, Chair, Madison Borough** – Chairman Kalafut said a meeting will be scheduled before the fund's next meeting in February.

**Coverage Committee, Michael Guarino, Chair, Denville Township-** Committee met via conference call on January 12<sup>th</sup> and discussed quasi-municipal entity applications from Randolph and Mountain Lakes. The committee recommended approval of Mountain Lakes Junior Laker Basketball and Randolph Senior Citizens Club, once the towns pass the required resolutions. A third application from Mountain Lakes Lacrosse was also reviewed. The youth team is also a member of the US Lacrosse Association and Mountain Lakes risk manager to confirm if the Association covers all the team's activities.

**Safety Committee, Frank Wilpert, Chair, Mt. Olive Twp.** – Chairman Poff gave the report and said the committee plans to meet before the fund's next meeting in February.

**Safety Task Force Committee, William Huyler, Florham Park; Chief Jason Kohn, Morris Plains Co-chairs** – No report

**Contract Review Committee, Ralph Blakeslee, Chair, Borough of Netcong** – No report

**Legal Review Committee, William Close, Chair, Sparta** – Recommended Defense Panel part of the Reorganization Resolution. Fund Attorney mentioned the addition of John Ursin, Esq. of Schenck, Price, Smith and King to the worker's compensation defense panel for 2015 and the addition of Brian O'Toole, Esq. to Tier Two panel for General Liability. Mr. O'Toole has 30 years experience in Title 59 defense representing insurance carriers. A corrected resolution 6-15 was distributed to commissioners.

**Claims Committee, William Close, Chair, Sparta** – Committee met on January 12 and recommended payment authority requests for three workers' compensation claims totaling \$219,399.73, 1 Property Claim totaling Payment Authority Requests of \$12,113.90 and 1 Liability Claim totaling Payment Authority Requests of \$ 71,073.00.

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**RESOLUTION 1-15 FUND PROFESSIONAL APPOINTMENTS AND PROFESSIONAL SERVICE AGREEMENTS:** Resolution presented to confirm appointments of Fund Professionals. A corrected resolution was distributed to commissioners at meeting that included the Litigation Management appointment of Fred Semrau, Esq. and corrected fee for CDL testing vendor.

Executive Director	PERMA Risk Management Services
Attorney/Litigation management	Fred Semrau, Esquire
Treasurer	Grace Brennan
Banking and Asset Manager	Wells Fargo
Auditor	Nisivoccia LLP
WC Claims Service	Qual-Lynx
Liability Claims Service	D&H Alternative Risk Solutions
Managed Care	FMCO
Actuary	Actuarial Advantage
Safety Director	JA Montgomery Risk Control Services
CDL Testing	Valley Medical Group
Underwriting Manager	Conner Strong & Buckelew
Internal Payroll Auditor	Russo and Associates, LLC
Police Accreditation Maintenance Provider	The Rodgers Group

**RESOLUTION 2-15 ESTABLISHING A FISCAL MANAGEMENT PLAN -** Resolution submitted designating Official Depositories and approving a Cash Management Plan; authorizing Signatories on Administrative Accounts; and authorizing Signatories on Claim Accounts; establishing a rate of interest for delinquent assessments; and certifying Approval Officer for all Fund expenses. Signatories will be Chairman Greg Poff, Secretary William Close, Treasurer Grace Brennan, and Commissioner Robert Kalafut. The fund's plan was updated to reflect change made in 1999 by the State regarding permissible investments and local government investment pools.

**RESOLUTION 3-15 ESTABLISHING PUBLIC MEETING PROCEDURES -** Resolution presented establishing 2015 Meeting Dates as the second Wednesday of every month at 12:00 noon in the Hanover Township Municipal Building (including January of 2016); and designating the official newspaper as The Daily Record.

**RESOLUTION 4-15 ESTABLISHING FUND RECORDS PROGRAM -** Resolution presented establishing a formal records retention program for Fund year 2015.

**RESOLUTION 5-15 RISK MANAGEMENT PLAN –** The 2015 Risk Management Plan, prepared by the MEL Underwriting Manager, was included in the agenda for approval. Changes to the plan for Fund year 2015 were highlighted and includes changes in procedures reporting property damage.

**MOTION TO APPROVE RESOLUTION 1-15 APPOINTING CERTAIN PROFESSIONALS AND SERVICE ORGANIZATIONS**

Motion: Commissioner Rheinhardt  
Second: Commissioner Dunleavy  
Roll call vote: unanimous

Resolutions 2-15, 3-15, 4-15, 6-15 were included in the consent motion.

**MOTION TO APPROVE RESOLUTION 5-15 ESTABLISHING THE 2015 PLAN OF RISK MANAGEMENT**

Motion: Commissioner Rheinhardt  
Second: Commissioner Rinaldi  
Roll call vote: unanimous

**EXECUTIVE DIRECTOR/ADMINISTRATOR:**

**EXECUTIVE DIRECTOR'S REPORT:** Monthly report submitted to Fund Commissioners, including monthly fast-track, accident frequency, fast-track financial report, claim activity report, interest rate summary comparison, monthly loss ratio by fund year and line of coverage, public officials/employment practices compliance, deductibles & co-insurance levels and regulatory checklist.

Executive Director reviewed the Financial Fast Track report for November 30, 2014 and Fund Year 2014 is in a deficit position – reflecting the impact of the 2014 winter – which resulted in a spike in workers' compensation and property losses. Most of the Northern Joint Insurance Funds are posting deficits for Fund year 2014. The claims administrator, Qual-Lynx will be reviewing the reserves for 2014 workers' compensation.

**Committee Appointments** - A listing of the Fund's standing committees, and a brief description of their charges was distributed to commissioners. Historically, the Chairman makes appointments to standing committees in February therefore; the current appointments will stand for the present.

Chairman Poff said he will be scheduling a meeting of the Executive Committee and Standing Committee Chairpersons to review the charge of each standing committee before making 2015 appointments.

**2015 1<sup>st</sup> Installment Billings** – The 2015 1<sup>st</sup> installment billings were mailed out last month, and are due by January 15<sup>th</sup>.

**Membership** – The Township of Frelinghuysen elected not to renew its membership in the Morris Fund. Although the renewal quote presented by the Fund was \$2,000 less than the



competing quote and offered broader coverages, the township opted to rejoin the fund they were a member of prior to joining the Morris JIF.

**RCF-** The Residual Claims Fund held its 2015 re-organizational meeting on January 7, 2015. A copy of Commissioner Close's report on the meeting was distributed to commissioners.

**EJIF** – The EJIF held its 2015 re-organizational meeting on January 7, 2015. Commissioner Wilpert's report was distributed at the meeting. Commissioner Wilpert was elected as the EJIF Chairman for 2015.

The EJIF adopted a revised policy form. A notice was distributed to commissioners for seminar dates to review the new policy. Seminars were held primarily geared toward risk managers. The changes reflect a 'strengthening' of the policy language to clarify coverages.

**MEL** - The MEL is held its 2015 re-organizational meeting on January 7, 2015. A copy of Commissioner Rheinhardt's report on the meeting was distributed to commissioners. The MEL appointed Vanguard as its excess property claims administrator for property losses within the MEL layer that are in excess of the JIFs \$50,000 retention.

The Underwriter's report on the renewal status of the MEL's excess and reinsurance programs was included in the report.

Commissioner Rheinhardt said a commissioner's retreat will be held February 27<sup>th</sup> at the Princeton Marriott. The purpose will be to review the standing committee structure along with MEL operations.

At the request of XL Insurance, the time frame for POL/EPL compliance has been extended. In the past deductibles were retroactively established from a May 31st deadline. For 2017 deductibles, the members will be given the full year of 2016 to complete the compliance requirements.

Commissioner Rheinhardt was elected as the Chairman of the MEL JIF for 2015.

**Quasi-Municipal Entities** – The Coverage Committee reviewed the quasi-municipal applications for the Randolph Senior Citizens Club, the Mountain Lakes Junior Basketball and the Mountain Lakes Lacrosse Club. Committee Chairman Guarino said the Coverage Committee recommends coverage for all three, subject to Governing Body resolutions. In addition, Risk Manager will confirm whether the Lacrosse Club's policy through US Lacrosse Association excludes any activities of the Mountain Lakes Lacrosse. If not, quasi-coverage will not be necessary.

**MOTION TO APPROVE QUASI APPLICATIONS OF  
RANDOLPH SENIOR CITIZENS CLUB, MOUNTAIN  
LAKES JUNIOR LAKER BASKETBALL AND  
MOUNTAIN LAKES LACROSSE SUBJECT TO  
APPROVING RESOLUTION BY GOVERNING BODY  
OF MEMBER TOWNS.**

Motion: Commissioner Tempesta  
Second: Commissioner Day  
Vote: unanimous

**Butler – Police Accreditation:** Butler’s Police Department achieved accreditation at the end of 2011 and notified the Fund office. However, the credits were not properly applied. The MEL will issue credits in the amount of \$2,971.63 for 2012; \$2,294.23 for 2013 and \$2,427.61 for 2014. Executive Director recommended the Morris Fund certify JIF credits in the amount of \$2,119.53 for 2012; \$2,350.90 for 2013 and \$2,485.06. The 2015 billing, as issued, reflects this credit.

**MOTION TO APPROVE POLICE ACCREDITATION CREDITS FOR BUTLER FOR FUND YEARS 2012, 2013 & 2014.**

Motion: Commissioner Rheinhardt  
Second: Commissioner Maloney  
Roll call Vote: 21 ayes, 0 nays, 1 abstention (Lampmann)

**Inclement Weather Procedure** - A procedure has been instituted for Commissioners to confirm whether a meeting has been cancelled. The Executive Director will talk to the Chair to determine if a meeting should be cancelled. In the case of an early morning or evening meeting, PERMA will leave a message, which can be obtained by dialing the Fund’s main number (201) 881-7632. For meetings that occur during normal business hours, meeting status can also be obtained by dialing the Fund office.

Executive Director’s Report Made Part of Minutes.

**TREASURER:**

Treasurer said assessment bills were mailed to members and are due by January 15<sup>th</sup>. Members were encouraged to mail in their assessment payment.

The following January 2015 bills list was included for approval on the consent motion as Resolution 6-15.

<b>January 2015</b>	
<b>2014</b>	\$46,553.89
<b>2015</b>	\$1,490,233.07
<b>Total</b>	\$1,536,786.96

**CLAIMS PAYMENT AND IMPREST TRANSFERS AS OF NOVEMBER 2014:**

<b>CLOSED</b>	\$0.00
<b>2010</b>	\$0.00
<b>2011</b>	296,832.90
<b>2012</b>	\$100,272.09
<b>2013</b>	\$17,255.94
<b>2014</b>	\$267,678.30
<b>TOTAL</b>	\$682,039.23

Treasurer's Report Made Part of Minutes.

**ATTORNEY:**

Fund Attorney said the Legal Review Committee met to review the Defense Panel. Fund Attorney reviewed the panel, as revised & distributed. Panel is organized into tiers, taking experience, expertise and location into consideration. . He thanked claims managers Paul Messerschmidt and Janine Leahy and noted their fiscally conscientious approach to claims management.

Fund Attorney said he will continue to provide members with updates on claims progress as received from defense panel attorneys.

**UNDERWRITING MANAGER:**

**CERTIFICATES OF INSURANCE:** List of certificates was included in the agenda. 31 certificates we issued during December.

Certificates List made part of minutes

**SAFETY DIRECTOR:**

Safety Director's Report Made Part of Minutes.

**MANAGED CARE:**

Managed Care Director noted that overall savings in 2014 was 63%. Ms. Isabella introduced Mark Spivak of First Managed Care Option who will substitute at meetings when necessary.

Managed Care Provider's Report Made Part of Minutes

**MOTION FOR EXECUTIVE SESSION FOR CERTAIN SPECIFIED PURPOSES: PERSONNEL- SAFETY & PROPERTY OF PUBLIC LITIGATION:**

Motion: Commissioner Tempesta  
Second: Commissioner Maurer  
Vote: Unanimous

CONFIDENTIALITY AGREEMENT: Fund Attorney explained the necessity of the Confidentiality Agreement for non-commissioners who represent municipalities and remain present during executive session. Agreement need only be signed by a risk manager one time and will be kept on file with Executive Director's office.

**MOTION TO RETURN TO OPEN SESSION:**

Motion: Commissioner Day  
Second: Commissioner McCue  
Vote: Unanimous

**MOTION TO APPROVE CLAIM AUTHORITY PAYMENTS AS PRESENTED IN EXECUTIVE SESSION, EXECUTIVE DIRECTOR'S REPORT, RESOLUTION 2-15 ESTABLISHING A FISCAL MANAGEMENT PLAN, RESOLUTION 3-15 ESTABLISHING PUBLIC MEETING PROCEDURES, RESOLUTION 4-15 ESTABLISHING A FUND RECORDS PROGRAM, RESOLUTION 6-15 ESTABLISHING A LEGAL DEFENSE PANEL, RESOLUTION 7-15 APPROVING THE JANUARY BILL LISTS, TREASURER'S REPORTS, ATTORNEY'S REPORTS, UNDERWRITING MANAGER'S REPORTS - MONTHLY CERTIFICATES, SAFETY DIRECTOR'S REPORTS, AND MANAGED CARE PROVIDER'S REPORTS**

Moved: Commissioner Rheinhardt  
Second: Commissioner Hollberg  
Vote: Unanimous

**OLD BUSINESS:**

None

**NEW BUSINESS:**

None

**PUBLIC COMMENT:**

None

**MOTION TO ADJOURN:**

Moved: Commissioner Tempesta  
Second: Commissioner Brewer  
Vote: Unanimous

Meeting Adjourned: 12:35 PM  
Jaine Testa, Assisting Secretary  
For William Close, Secretary  
Date prepared: February 3, 2015

## RESOLUTION NO. 1-15

### MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND (Hereinafter referred to as the "FUND")

#### APPOINTING CERTAIN PROFESSIONALS AND SERVICE ORGANIZATIONS

**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 FUND finds it necessary and appropriate to obtain certain professional services and other extraordinary and other unspecifiable services, as defined in the Local Public Contracts Law, (N.J.S.A. 40A-11 et. seq.) for the 2015 Fund Year.

**NOW, THEREFORE BE IT RESOLVED**, by the FUND's Governing Body that:

- I.** PERMA Risk Management Services is hereby appointed as Administrator, Ms. Cathleen Kiernan is appointed as Executive Director, and Joseph Hrubash as Deputy Executive Director, and all as agent for process of services at an annual fee of \$266,334.55.
- II.** Fred Semrau, Esquire is hereby appointed as General Counsel at an annual fee of \$27,061 and Litigation Manager at an annual fee of \$189,921.
- III.** Ms. Grace Brennan is hereby appointed as Fund Treasurer at an annual fee of \$23,814.
- IV.** Wells Fargo is hereby appointed as Banking & Asset Manager at a fee of - fee of .15% for the first \$75 million invested and .10% for investments in excess of \$75 million.
- V.** Mr. Francis Jones, of Nisivoccia LLP is hereby appointed as Fund Auditor at an annual fee of \$18,203.
- VI.** Qual-Lynx is hereby appointed as the Workers Compensation Claims Service Organization for the FUND to adjust all claims for current and prior Fund Years at an annual fee of \$294,861.58.
- VII.** D&H Alternative Risk Solutions, Inc. is hereby appointed as the Liability Claims Service Organization for the FUND to adjust all claims for current and prior Fund Years at an annual fee of \$224,051.48.
- VIII.** First Managed Care Option is hereby appointed as the Managed Care Provider for Workers Compensation Claims at an annual fee of \$252,530.36.
- IX.** Dennis Henry of Actuarial Advantage is hereby appointed as Actuary for the FUND at an annual fee of \$38,334.

- X.** JA Montgomery Risk Control is hereby appointed to provide Loss Control Services to the FUND at \$193,390.20.
- XI.** Valley Health Medical Group is hereby appointed to provide CDL Drug Testing Compliance Services to the FUND at a fee of \$61.79 per CDL driver.
- XII.** Conner Strong & Buckelew is hereby appointed Underwriting Manager for the FUND at an annual fee of \$11,095.00
- XIII.** Russo & Associates LLC is hereby appointed Payroll Auditor at a fee of \$427.60 per payroll audit.
- XIV.** The Rodgers Group is appointed as Police Accreditation Maintenance Provider at an annual fee of \$12,000.

**NOW, THEREFORE BE IT FURTHER RESOLVED,** All professionals and service organizations appointed pursuant to this Resolution shall serve the Fund for ONE YEAR from the adoption of this Resolution or until a successor shall be appointed and qualified, in accordance with the fees, terms and conditions of the Professional Services Contract(s) which will be entered into, a copy of which will be on file in the Fund office, located at 9 Campus Drive, Suite 16, Parsippany, NJ 07504.

Adopted by the Governing Body this 14th day of January 2015.

Morris County Municipal Joint Insurance Fund

**RESOLUTION NO. 2-15**

**MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND  
(hereafter referred to as "THE FUND")**

**ESTABLISHING A FISCAL MANAGEMENT PLAN**

**FOR THE 2015 FUND YEAR**

**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 FUND is subject to the requirements contained within the Local Fiscal Affairs Law (N.J.S.A. 40A-5, et.seq.); and

NOW, THEREFORE BE IT RESOLVED, THE FUND's Governing Body hereby appoints the following professionals for the 2015 Fund Year:

**I.** The following financial institutions are hereby declared as THE FUND's Official Depositories:

- a) Those banks or institutions identified through the Governmental Unit Depository Protection Act (GUDPA )
- b) New Jersey Cash Management Plan
- c) Wells Fargo

**II.** All funds for Administrative Expenses, Reinsurance, Dividends and Miscellaneous Expenses, shall be withdrawn from the Official named Depository (ies) by check, which shall bear the signatures of at least two (2) of the following persons, duly authorized pursuant to this Resolution.

Gregory Poff, II

CHAIR

William Close

SECRETARY

Grace Brennan

TREASURER

Robert Kalafut

COMMISSIONER

- III.** All funds for Claims payments shall be withdrawn from the Official Depository(ies) by check, which shall bear the signatures of at least two (2) of the following Workers Compensation TPA representatives, and at least two (2) of the following General Liability, Auto Liability, Property, Auto Physical Damage, and Fidelity TPA representatives, duly authorized pursuant to this Resolution.

**Workers Compensation TPA Signatories:**

Ann L. Noble, Qual Lynx  
Dave Ruber, Qual Lynx  
Alice Lihou, Qual Lynx  
Joy DiPatri, Qual Lynx  
Janet Buggle, Qual Lynx

**General Liability, Auto Liability, Property, Auto Physical Damage,  
and Fidelity TPA Signatories:**

Paul Messerschmidt, D&H Alternative Risk Solutions, Inc.  
Wayne Dietz, D&H Alternative Risk Solutions, Inc.

- IV.** The Cash and Investment Policy attached herewith shall be adopted.
- V.** The rate of interest assessed by the Fund, for delinquent assessments for the year 2015 shall be ten (10) percent per annum, from the due date for any such assessment and imposed when installment assessments are received after February 1st for the first installment and August 15th for the second assessment.
- VI.** Certifying and Approval Officer for all FUND expenses shall be the FUND's Executive Director and/or the Account Manager so designated by the Executive Director.

Adopted by the Governing Body this 14th day of January 2015.

Morris County Municipal Joint Insurance Fund



## MORRIS JOINT INSURANCE FUND

### 2015 CASH MANAGEMENT AND INVESTMENT POLICY

#### 1.) Cash Management and Investment Objectives

The Morris County Municipal Joint Insurance Fund (hereinafter referred to as the FUND) objectives in this area are:

- a.) Preservation of capital.
- b.) Adequate safekeeping of assets.
- c.) Maintenance of liquidity to meet operating needs, claims settlements and dividends.
- d.) Diversification of the FUND's portfolio to minimize risks associated with individual investments.
- e.) Maximization of total return, consistent with risk levels specified herein.
- f.) Investment of assets in accordance with State and Federal Laws and Regulations.
- g.) Accurate and timely reporting of interest earnings, gains and losses by line of coverage in each Fund year.
- h.) Where legally permissible, cooperation with other local municipal joint insurance funds, and the New Jersey Division of Investment in the planning and execution of investments in order to achieve economies of scale.
- i.) Stability in the value of the FUND's economic surplus.

#### 2.) Permissible Investments

Investments shall be limited to the following:

- a.) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America.
- b.) Government money market mutual funds.
- c.) Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors.
- d.) Bonds or other obligations of the local unit or bonds or other obligations of school districts of which the local unit is a part or within which the school district is located; or
- e.) Bonds or other obligations, having a maturity date not exceeding 397 days, approved by the Division of Investment of the Department of Treasury for investment by local units.
- f.) Debt obligations of federal agencies or government corporations with maturities not greater than five (5) years from the date of purchase,

excluding mortgage backed obligations, providing that such investments are purchased through the New Jersey Division of Investment and are consistent with the Division's own investment guidelines, and providing that the investment has a fixed rate of interest not dependent on any index or external factors.

- g.) Local Government Investment Pool.
- h.) Repurchase agreements of fully collateralized securities, subject to rules and conditions established by the N.J. Department of Community Affairs.

No investment or deposit shall have a maturity longer than five (5) years from date of purchase.

3.) **Authorized Depositories**

In addition to the above, the FUND is authorized to deposit funds in certificates of deposit and other time deposits in banks covered by the Governmental Unit Depository Protection Act, NJSA 17:9-14 et seq. (GUDPA). Specifically authorized depositories are as follows:

Wells Fargo Bank

The FUND is also authorized to invest its assets in the New Jersey Cash Management Fund.

4.) **Authority for Investment Management**

The Treasurer is authorized and directed to make investments, with a maturity of three months or longer, through asset managers that may be selected by the Executive Board. Such asset managers shall be discretionary trustees of the FUND.

Their actions and decisions shall be consistent with this plan and all appropriate regulatory constraints.

In executing investments, asset managers shall minimize transaction costs by querying prices from at least three (3) dealers and purchasing securities on a competitive basis. When possible, federal securities shall be purchased directly from the US Treasury. Transactions shall not be processed through brokerages which are organizationally affiliated with the asset manager. Transactions may also be processed through the New Jersey Division of Investment by the Fund's asset managers.

5.) **Preservation of Capital**

Securities shall be purchased with the ability to hold until maturity.

6.) **Safekeeping**

Securities purchased on behalf of the FUND shall be delivered electronically or physically to the FUND's custodial bank, which shall maintain custodial and/or safekeeping accounts for such securities on behalf of the FUND.

7.) **Selection of Asset Managers, Custodial Banks and Operating Banks**

Asset managers, custodial banks and operating banks shall be retained for contract periods of one (1) year. Additionally, the FUND shall maintain the ability to change asset managers and/or custodial banks more frequently based upon performance appraisals and upon reasonable notice, and based upon changes in policy or procedures.

8.) **Reporting**

Asset managers will submit written statements to the treasurer and executive director describing the proposed investment strategy for achieving the objectives identified herein. Asset managers shall also submit revisions to strategy when justified as a result of changing market conditions or other factors. Such statements shall be provided to the Treasurer and Executive Director. The statements shall also include confirmation that all investments are made in accordance with this plan. Additionally, the Investment Manager shall include a statement that verifies the Investment Manager has reconciled and determined the appropriate fair value of the Funds portfolio based on valuation guidelines that shall be kept on file in the Executive Director's office.

The Treasurer shall report to the Executive Committee at all regular meetings on all investments. This report shall include information on the balances in all bank and investment accounts, and purchases, sales, and redemptions occurring in the prior month.

9.) **Audit**

This plan, and all matters pertaining to the implementation of it, shall be subject to the FUND's annual audit.

10.) **Cash Flow Projections**

Asset maturity decisions shall be guided by cash flow factors payout factors supplied by the Fund Actuary and reviewed by the Executive Director and the Treasurer.

11.) **Cash Management**

All moneys turned over to the Treasurer shall be deposited within forty-eight (48) hours in accordance with NJSA 40A:5-15.

In the event a check is made payable to the Treasurer rather than the Fund, the following procedure is to be followed:

- a.)* The Treasurer endorses the check to the Fund and deposits it into the Fund account.
- b.)* The Treasurer notifies the payer and requests that in the future any check be made payable to the Fund.

Cash may be withdrawn from investment pools under the discretion of asset managers only to fund operations, claims imprest accounts, or approved dividend payments.

The Treasurer shall escheat to the State of New Jersey checks which remain outstanding for twelve or more months after the date of issuance. However, prior to implementing such procedures, the Treasurer, with the assistance of the claims agent, as needed, shall confirm that the outstanding check continues to represent a valid claim against the FUND.

**RESOLUTION NO. 3-15**

**MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND  
(hereafter the “FUND”)**

**ESTABLISHING PUBLIC MEETING PROCEDURES**

WHEREAS, the FUND must establish meeting procedures for Fund Year 2015, and

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the FUND that:

- I. The Governing Body shall conduct Public Meetings at the Hanover Municipal Building to conduct the official business of the FUND on the second Wednesday of each month at 12 noon including January 2016.
- II. The following is hereby designated the official newspaper (s) of the Fund:  
  
The Daily Record, Parsippany, New Jersey 07054. In addition, the Morris JIF’s webpage is designated for official notices – [www.mcjif.org](http://www.mcjif.org).
- III. The FUND Secretary or designated assistant shall provide notice of any and all meetings, including special or emergency meetings, to each official newspaper and shall issue all official notices required to be published in at least one of the official newspapers.

Adopted by the Governing Body this 14th day of January 2015.

Morris County Municipal Joint Insurance Fund

**RESOLUTION NO. 4-15**

**MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND  
(Hereinafter the "FUND")**

**ESTABLISHING A FUND RECORDS PROGRAM**

WHEREAS: The FUND must establish a formal record retention program for the 2015 fund year.

NOW, THEREFORE BE IT RESOLVED, by the FUND's Governing Body that:

- I.** William E. Close, Fund Secretary, is hereby designated as custodian of the FUND records, which shall be kept at the office of the Fund Administrator, located at 9 Campus Drive, Suite 16, Parsippany, NJ 07054.
- II.** The Account Manager designated by the Executive Director is hereby appointed as **Assistant Fund Secretary**.
- III.** The records of the FUND shall be retained in accordance with the municipal records retention schedule as promulgated by the New Jersey Division of Archives and Records Management, and/or otherwise specified by the New Jersey Department of Insurance and Community Affairs.
- IV.** Each fund professional and service organization shall have the duty and obligation to maintain such records as are entrusted to him/her and to relinquish such records to the Fund Secretary upon termination of services or otherwise upon request.

Records and files not required to support current operations, but which must otherwise be retained, shall be stored in the record retention facility, located at Allstate Information Management, 24 Beckwith Avenue, Paterson, New Jersey. The FUND's Executive Director shall coordinate the archive process so that all records are properly indexed and accessible.

Adopted by the Governing Body this 14th day of January, 2015.

Morris County Municipal Joint Insurance Fund

**RESOLUTION NO. 05-15**  
**Morris County Municipal Joint Insurance Fund**

(hereinafter the "Fund")

**ESTABLISHING THE 2015 PLAN OF RISK MANAGEMENT**

BE IT RESOLVED by the Fund's governing body that the 2015 Plan of Risk Management shall be:

- 1.) **The perils or liability to be insured against.**
  - a.) The Fund insures the following perils or liability:
    - **Workers' Compensation** including Employer's Liability, USL&H and Harbor Marine/Jones Act.
    - **General Liability** including Police Professional Liability, Employee Benefits Liability, Quasi Municipal Organization Liability, Garage Keeper's Liability, Failure to Supply (water and electricity), Riot, Civil Commotion or Mob Action, Good Samaritan, Disinfecting Agents Release Hazard, and Skateboard Facility.
    - **Automobile Liability** including PIP and uninsured/Underinsured Motorists Coverage.
    - **Blanket Crime** including public employee dishonesty; forgery or alteration; theft, disappearance and destruction; robbery and safe burglary; and computer fraud with funds transfer. Excludes Statutory Positions.
    - **Property** including Boiler and Machinery
    - **Public Officials and Employment Practices Liability**
    - **Volunteer Directors & Officers Liability**
    - **Cyber Liability**
  - b.) The following coverages are provided to the Fund's member local units by their membership in the Municipal Excess Liability Joint Insurance Fund (MEL).
    - **Excess Workers' Compensation**
    - **Excess General Liability**
    - **Non-Owned Aircraft Liability**
    - **Excess Auto Liability**
    - **Optional Excess Public Officials & Employments Practices Liability**

- **Optional Excess Liability**
  - **Excess Property including Boiler and Machinery**
  - **Crime** including (1) **excess public employee coverage**, (2) **excess public officials coverage** where the Statutory Positions coverage is insured commercially for primary coverage and (3) coverage for **Statutory Positions** insured on a primary basis with MEL (where approved).
  - c.) **Environmental Impairment Liability** Coverage is provided to the Fund's member local units by the Fund's membership in the New Jersey Municipal Environmental Risk Management Fund (i.e. E-JIF.)
- 2.) **The limits of coverage.**
- a.) **Workers' Compensation** limits.
    - The Fund covers \$300,000 CSL.
    - The MEL covers excess claims to the following limits.
      - Workers' Compensation - statutory
      - Employer's Liability - \$6,700,000 in excess of the Fund's \$300,000
      - USL&H – Included in workers Compensation
      - Harbor Marine/Jones Act - Included in employers liability
      - Incidental Foreign Workers Compensation - included
      - Communicable Disease Coverage - included
  - b.) **General Liability** limits.
    - The Fund covers \$300,000 CSL.
    - The MEL covers excess liability claims as follows:
      - General Liability - \$4,700,000 CSL excess the Fund's \$300,000. The \$3,250,000 excess \$1,750,000 layer is subject to a \$3,250,000 per member local unit annual aggregate limit.
      - Police Professional - included in the MEL's excess General Liability limits.



- Employee Benefits Liability - included in the MEL's excess General Liability limits.
- Good Samaritan Liability - included in the MEL's excess General Liability limits.
- Quasi Municipal Organization Liability. (Non-profit organizations included by a member local unit in the town's insurance program.)
  - Emergency Service Units and Auxiliaries - included in the MEL's excess General Liability limits.
  - Other - \$4,700,000 CSL excess of the Fund's \$300,000. The \$3,250,000 excess \$1,750,000 layer is included in the MEL's excess General Liability \$3,250,000 excess \$1,750,000 per member local unit annual aggregate limit.
- Garage Keeper's Liability - \$1,700,000 CSL excess of the Fund's \$300,000. The \$250,000 layer excess of \$1,750,000 is included in the MEL's excess General Liability \$3,250,000 excess \$1,750,000 per member local unit annual aggregate limit.
- Failure to Supply Liability - \$4,700,000 CSL excess of the Fund's \$300,000. The \$3,250,000 excess of the \$1,750,000 layer is included in the MEL's General Liability \$3,250,000 excess of \$1,750,000 per member local unit annual aggregate limit.
- Riot, Civil Commotion or Mob Action - \$4,700,000 CSL excess of the Fund's \$300,000. The \$3,250,000 excess of the \$1,750,000 layer is included in the MEL's General Liability \$3,250,000 excess of \$1,750,000 per member local unit annual aggregate limit.
- Dams (Class III and IV – Low Hazard) - \$4,700,000 CSL excess of the Fund's \$300,000. The \$3,250,000 excess of the \$1,750,000 layer is included in the MEL's General Liability \$3,250,000 excess of \$1,750,000 per member local unit annual aggregate limit.
- Dams (Class I and II – High Hazard) - \$700,000 CSL excess of the Fund's \$300,000.
- Subsidence Property Damage Liability- \$3,450,000 CSL excess of the Fund's \$300,000. The \$2,000,000 layer excess of \$1,750,000 layer is included in the MEL's General Liability and is subject to a \$2,000,000 “all members” annual aggregate limit excess of the \$1,750,000 each occurrence. There is no bodily injury liability sub-limit for subsidence.

- Sewer Back Up - \$3,450,000 CSL excess of the Fund's \$300,000. The \$2,000,000 layer excess of \$1,750,000 layer is included in the MEL's General Liability and is subject to a \$2,000,000 "all members" annual aggregate limit excess of the \$1,750,000 each occurrence. There is no bodily injury liability sub-limit for sewer back-up.
- Disinfecting Agents Release Hazard - \$700,000 CSL excess of the Fund's \$300,000.
- Skateboard Facilities - \$4,700,000 CSL excess of the Fund's \$300,000. The \$3,250,000 excess of the \$1,750,000 layer is included in the MEL's General Liability \$3,250,000 excess of the \$1,750,000 each occurrence. (Note: requires Fund approval).

c.) **Automobile Liability** limits.

- The Fund covers \$300,000 CSL for Bodily Injury Liability, Property Damage Liability and PIP.
- The Fund covers \$15,000/\$30,000/5,000 for underinsured/Uninsured Motorists Liability.
- The MEL covers Automobile Bodily Injury and Property Damage Liability claims excess of the Fund's \$300,000 CSL limit in the MEL's excess General Liability limit except that Automobile Liability claims which penetrate the excess of \$1,700,000 layer are not subject to the aggregate limitation.
- The JIF provides PIP limits of \$250,000.
- The MEL does not provide excess PIP or Uninsured/Underinsured Motorist Coverage.

d.) **Non-Owned Aircraft.** The MEL covers \$5,000,000 CSL for Bodily Injury and Property Damage Liability, and \$5,000 medical expense for each passenger.

e.) **Public Officials Liability. (POL)**

- The JIF, 100% commercially insured with XL Insurance, covers \$2,000,000 in the aggregate on a claims made basis per member municipality for each Fund year subject to a deductible and coinsurance as outlined below. There is a combined POL/EPL \$2,000,000 per member local unit annual aggregate.
- \$20,000 deductible per occurrence, except that a \$75,000 deductible per occurrence applies for member local units with unfavorable loss experience.

- 20% coinsurance of the first \$250,000 of the loss

**NOTE:** Member local units that qualify based on certain criteria to have options to purchase a lower deductible and coinsurance contribution. New members with adverse loss experience may be subject to higher deductibles and coinsurance as provided by XL.

**f.) Employment Practices Liability (EPL)**

- The JIF, 100% commercially insured with XL Insurance, covers \$2,000,000 in the aggregate on a claims made basis per member municipality for each Fund year subject to a deductible and coinsurance as outlined below. There is a combined POL/EPL \$2,000,000 per member local unit annual aggregate.
- For member local units with approved EPL Loss Control/Risk Management Programs:
  - \$20,000 deductible per occurrence, except that a \$75,000 deductible per occurrence applies for member local units with unfavorable loss experience.
  - 20% coinsurance of the first \$250,000 of the loss
- For member local units without approved EPL Loss Control/Risk Management Programs:
  - \$100,000 deductible per occurrence, except that a \$150,000 deductible per occurrence applies for member local units with unfavorable loss experience.
  - 20% coinsurance (no cap) 1<sup>st</sup> \$2 million (not imposed against optional limits).

**NOTE:** Member local units that qualify based on certain criteria to have options to purchase a lower deductible and coinsurance contribution. New members with adverse loss experience may be subject to higher deductibles and coinsurance as provided by XL.

**g.) Optional Directors and Officers Liability (D & O) - Fire Companies and Emergency Service Units.**

- The JIF, 100% commercially insured with XL Insurance, provides optional \$1 million or \$2 million annual aggregate limits for Fire Companies or Emergency Service Units subject to optional deductibles of \$1,000, \$2,000 or a \$5,000 deductible.

**h.) Property (effective 12:01 A.M. December 31, 2014) –**

- The Fund covers \$50,000 per occurrence (Property & Time Element combined) less applicable member deductibles:
  - Flood for locations wholly or partially within 100-year flood zone
  - Boiler and Machinery
  - Named Storm (Flood & Wind)

The MEL retains and provides excess property coverage at limits of \$200,000 excess \$50,000 per occurrence (Property & Time Element combined) except for the following:

- Flood for locations wholly or partially within 100-year flood zone
- Boiler and Machinery
- Named Storm (Flood & Wind)

The MEL serves as the lead agency for the purchase of additional excess property at the following MEL statewide limits and sub-limits:

- Policy limit - \$125 million per occurrence for all coverage despite number of locations involved in an occurrence state-wide.
- Named Storm - \$125 million per occurrence (Property and Time Element combined - (120 Hours)
- Earth Movement - \$75 million annual aggregate (168 hours)
- Flood - \$75 million (annual aggregate) except;
- Flood for locations wholly or partially within 100-year flood zone (SFHA) –
  - \$2.5 million per location building & contents
  - \$1 million all outdoor property
  - \$2.5 million for pumping stations
  - Definition of Flood includes Storm Surge
- Asbestos Cleanup - \$50,000 per occurrence
- Equipment Breakdown - \$125 million
  - Ammonia Contamination - \$5 million
  - Spoilage - \$5 million
- Time Element – included in the policy limit.
  - Time element sub-limits include:
    - Business Interruption – Included (12 Months)
    - Extra Expense - \$10 million
    - Tenant Relocation - \$750,000
    - Leasehold Interest - \$15 million
    - Tenant Prohibited Access- \$1 million (24 Hours)
    - Service Interruption - Included
    - Loss of Rents - \$15 million
    - Delay in Completion -60 days
    - Extended Period of Liability – 365 days

- Utilities Member Owned – Property Damage and Time Element Combined - \$125 million
  - Time Element Pass Through Utilities – Per Policy Sub-limit
  - Time Element Power Generation Utilities – **NOT COVERED**
- Valuable Paper and Records (incl. EDP Media/Software)-\$10 million
- Accounts Receivable - \$10 million
- Increased Construction Cost - \$25 million (Incl. Demolition)
- Transit - \$1 million per occurrence
- Fine Arts - \$2.5 million
- Land and Water Contamination Cleanup (limited) - \$250,000 (annual aggregate) Including removal & disposal
- Decontamination Costs - \$250,000
- **Miscellaneous Unnamed Locations - \$10 million**
- New Construction & Additions - \$25 million
  - Including soft costs - \$5 million sub-limit
  - 15 Days Delay in Completion
- Computer Systems Damage - \$2.5 million (24 Hours)
- Newly Acquired Locations – \$25 million per location
  - 90 Day Period
- Ingress/Egress - \$5 million (within 1 mile-30 Day Period)
- Debris Removal - \$25 million
- Expediting Expense - \$10 million
- Civil Authority -\$5 million(within 5 miles-30 Day Period)
- Professional Fees including Architects/Engineering Fees - \$1,250,000
- Errors & Omissions - \$10 million
- **Miscellaneous Personal Property - \$10 million**
  - **Includes Outdoor Property - \$10 million**
- Watercraft - \$1 million - 32' or less – ACV in not scheduled
- Vehicles - \$15 million (Property Damage only)
- Bridges and Dams \$10 million. (Property & TE combined). Excluded for the Perils of Flood, Named Storm & Earth Movement.
- Piers, Wharfs, Docks, Boardwalks, Bulkheads, Crossovers - \$10 million - Named Peril Only
- Transmission and Distribution Lines - \$10 million (within a 1 mile radius of an insured Location for overhead lines & 5 mile radius for underground lines)
- Clogging/Blocking of pipes - \$1 million
- Off Premises Storage Under Construction - \$250,000
- Fire Department Service Charge - \$250,000
- Deferred Payments - \$1 million
- Land Improvements - \$10 million
- Off Premises Services Interruption - \$10 million  
Excluding Utilities – 24 hour qualifying period
- Protection & Preservation of Property-\$10 million (48 Hrs BI)
- Research & Development - \$10 million (12 Hours)
- Impounded Water - \$250,000 (30 days)
- Tenant Prohibited Access - \$1 million
- Soft Costs - \$5 million
- **Wind Turbine - \$1 million per occurrence**

\*The Morris JIF within its property retention of \$50,000 provides a per occurrence limit of \$50,000 for asbestos cleanup coverage resulting from an insured peril.

**FLOOD AGGREGATE NOTE:** In no event shall the Zurich primary program aggregate for Flood and/or Surface Water exceed \$50,000,000 in any one policy year. The MEL has an excess flood and earth movement policy on a quota share basis with several insurers that provide a combined limit of \$25,000,000 excess of \$50,000,000. As respects to flood, the limit is excess of the \$50 million Zurich program flood aggregate. It does not drop down over any SFHA sub-limits contained in the Zurich policy such as the \$2.5 million per location sub-limit. The underlying SFHA sub-limits are the maximum amount of limit for those respective locations with loss or damage. This additional limit does not augment or add to any underlying SFHA sub-limits. Please note, however, that loss or damage from flood up to the underlying SFHA sub-limits for that respective location will be part of the \$50 million attachment point.

The total statewide program annual aggregate for the peril of flood (for locations outside & wholly or partially within areas of 100-Year flooding) is \$75,000,000.

- Property Deductibles
  - The standard Member JIF retains and provides \$50,000 per occurrence (Property & Time Element Combined) less member local unit deductibles except for:
    - Flood for locations wholly or partially within 100-year flood zone
    - Boiler and Machinery
    - Named Storm (Flood & Wind)
  - The standard member local unit deductible is \$1,250 per occurrence except for:
    - Flood for locations wholly or partially within 100-year flood zone
    - Equipment Breakdown
    - Named Storm (Flood & Wind)
  - Equipment Breakdown coverage is subject to a member local unit \$5,000 deductible per occurrence (Property & Time Element Combined).
  - Flood loss and/or surface water for locations with any part of the legal description within a SFHA (wholly or partially within the 100-year flood zone) as defined by the Federal Emergency Management Agency is subject to separate deductibles of \$500,000 each for building damage for municipal buildings, and \$500,000 each building for municipal contents damage and \$250,000 each building damage for housing authority buildings, and \$100,000 each building for housing authorities contents damage or the National Flood Insurance Plans (NFIP) maximum available limits for municipalities and housing authorities respectively,

whichever is greater, regardless of whether National Flood Insurance Program coverage is purchased. Vehicles, mobile equipment, pistol ranges and pumping stations are subject to the standard member local unit deductible unless they are not at a Location then the deductible is \$250,000 per occurrence. "Pumping Stations" include "lift stations" and also include "wet wells" that are an integral part of the "pumping station". The flood loss deductible outside of the SFHA (100-year flood zone) is the standard member local unit deductible. All other property not eligible for NFIP is either defined as Outdoor or addressed elsewhere in the policy.

- "Named Storm" (Wind and Flood)

**Locations:** As respects to covered property in **Atlantic, Ocean, Monmouth, and Burlington Counties** located east of the Garden State Parkway and any covered property in **Cape May County**.

**Property Damage** 1% of the scheduled location value on file with the Company, per the property insured as of the date of loss, for the Location where the direct physical loss or damage occurred, per occurrence.

**Locations:** As respects to covered property in **Atlantic, Ocean, Monmouth, and Burlington Counties** located east of the Garden State Parkway and any covered property in **Cape May County**.

**Time Element** 1% of the full 12 months Gross Earnings or Gross Profit values that would have been earned following an occurrence by use of facilities at the Location where the direct physical loss or damage occurred and all other Locations where Time Element loss ensues, per occurrence.

**The above Named Storm deductibles are subject to a minimum deductible of \$250,000 for Property Damage and Time Element Combined per Location and maximum deductible of \$1,000,000 per occurrence.**

**Locations:** As respects to covered property in **Atlantic, Ocean, Monmouth, and Burlington Counties** located west of the Garden State Parkway and any covered property located in the remaining counties, except **Cape May County** as noted above. **SEE PAGE 8** (JIF Retention \$50,000; MELJIF Retention \$200,000 XS \$50,000).

- **The definitions of "Named Storm" and "Location" are per the definitions in the MEL policy form with Zurich. Named Storm** is defined as any storm or weather disturbance that is named by the U.S. Oceanic and Atmospheric Administration (NOAA) or the U.S. National Weather Service or the National Hurricane Center of the Center or any comparable worldwide equivalent. Named Storm includes Storm Surge. **Location** is defined as: (1) as specified in the Schedule of Locations. If not

specified in the schedule of locations then : (2) A Location is a building(s) bounded on all sides by public streets, clear land space or open waterways, each not less than fifty feet wide; (3) A site tract of land occupied or available for occupancy with tangible property.

- As respects to the perils of Flood, Earth Movement and Named Storm, if there is an event or series of related events in which more than one of these perils causes direct physical damage to insured property, a single deductible shall apply to these perils involved. The single deductible will not exceed the largest applicable for the perils of Flood, Earth Movement and Named Storm. In the event of a **Joint Loss** (Property and Equipment Breakdown), the higher deductible applies.
  - **Piers, wharfs, docks**, floating docks, boardwalks, buildings, bulkheads, crossovers and/or structures thereon are covered for the perils of fire, lightning, explosion, smoke, windstorm, hail, riot, civil commotion, aircraft, vehicles, vandalism, sprinkler leakage, sinkhole collapse, and volcanic action, watercraft and malicious intent.
  - **Buildings constructed on pilings** that are located wholly or partially within the Special Flood Zone Hazard (SFHA) designated zones V, VE, V1-30 are excluded except fire, lightning, explosion, smoke, windstorm, hail, riot, civil commotion, aircraft, vehicles, vandalism, sprinkler leakage, sinkhole collapse, and volcanic action, watercraft and malicious intent.
  - **Bridges and Dams and Equipment relating thereto** are not covered for loss caused by or resulting from Flood, Earth Movement or Named Storm regardless of any other cause or event, whether or not insured under this Policy, contributing concurrently or is any other sequence to the loss.
- i.) **Blanket Crime** - The JIF provides a limit of \$50,000 less the member entity deductible of \$1,250. Coverage includes Public Employee Dishonesty, Forgery and Alteration, Theft, Disappearance and Destruction, Robbery and Safe Burglary, Computer Fraud with Funds Transfer. The MEL provides it's member JIF's **excess public employees coverage** at limits of \$1,000,000 less the member JIF's retention of \$50,000 for Public Employee Dishonesty.
- j.) **Excess Public Officials Crime Coverage** - The MEL provides excess employee dishonesty for those employed positions which are required by law to be individually bonded and where they have not applied and have not been approved for coverage under the MELJIF Statutory Position Program at a limit of \$1,000,000 less a member local units' deductible which is the higher of the following:
- 1) The amount said persons are required by Law to be individually bonded whether or not such individual Bond is in place, or
  - 2) The amount of the individual Bond in place.



Each member local unit that has not applied for coverage under the MELJIF Statutory Position Bond is required to continue to purchase via the commercial market individual bonds providing primary coverage up to “at least the minimum limit required by law” for those employed positions required by law to be individually bonded.

- k.) **Crime Statutory Position Coverage - The MEL provides employee dishonesty and faithful performance coverage for those employed positions which are required by law to be individually bonded and where they have applied and have been approved for coverage at a limit of \$1,000,000 per occurrence per position less a member local units' deductible of \$1,000.**
  
- l.) **Optional Excess Liability** - The MEL offers Optional Excess General Liability, including Police Professional Liability, Employee Benefits Liability, Quasi Municipal Organization Liability (Emergency Service Units and Auxiliaries only), and Automobile Liability (not including PIP or Underinsured/Uninsured Motorist Coverage) as follows:
  - o \$2 million CSL and per member local unit annual aggregate excess of \$5 million (auto liability not aggregated).
  - o \$5 million CSL and per member local unit annual aggregate excess of \$5 million (auto liability not aggregated).
  - o \$5 million CSL and per member local unit annual aggregate excess of \$10 million (auto liability not aggregated).
  - o \$10 million CSL and per member local unit annual aggregate excess of \$10 million (auto liability not aggregated).
  
- m.) **Optional Excess POL/EPL** – The MEL offers optional excess POL/EPL as follows:
  - o \$1 million CSL and per member local unit annual aggregate excess of \$2 million
  - o \$2 million CSL and per member local unit annual aggregate excess of \$2 million
  - o \$3 million CSL and per member local unit annual aggregate excess of \$2 million
  - o \$4 million CSL and per member local unit annual aggregate excess of \$2 million
  - o \$4 million CSL and per member local unit annual aggregate excess of \$6 million
  
- n.) **Environmental Impairment Liability** - The limits of liability as established in the E-JIF's Plan of Risk Management and coverage documents.
  
- o.) **Cyber Liability** – The JIF, 100% commercially insured with XL Insurance, provides Third Party coverage including Media Communication, Network

Security Liability and Privacy Liability and First Party coverage including Extortion Threat, Crisis Management Expenses and Privacy Notification Costs. The JIF limits of liability are \$3,000,000 each/\$6,000,000 policy aggregate. The limits are JIF wide and shared amongst member local units of the JIF. There is a \$500,000 sub-limit each for (1) Privacy Notification Costs, (2) Regulatory Fines/Claims Expenses for Privacy Liability, (3) Extortion Damages for Extortion Threat and (4) Crisis Management Expenses. There is a \$10,000 policy deductible. There are options available at limits of \$3 million each/\$6 million policy aggregate at a \$10,000 deductible. There is a \$1,000,000 sub-limit each for (1) Privacy Notification Costs, (2) Regulatory Fines/Claims Expenses for Privacy Liability, (3) Extortion Damages for Extortion Threat and (4) Crisis Management Expenses. There is a \$10,000 policy deductible. There is also an option at limits of \$5 million each/\$8 million Aggregate and a \$25,000 deductible. There is a \$1,500,000 sub-limit each for (1) Privacy Notification Costs, (2) Regulatory Fines/Claims Expenses for Privacy Liability, (3) Extortion Damages for Extortion Threat and (4) Crisis Management Expenses.

NOTICE: The above description is a general discussion of the coverage and limits provided by the FUND. However, the actual terms and conditions are defined in the policy documents and all issues shall be decided on the policy documents.

3.) **The amount of risk to be retained by the Fund.**

- a.) Workers' Compensation (all coverages) - \$300,000 CSL
- b.) General Liability (all coverages) - \$300,000 CSL
- c.) Employment Practices Liability – none 100% commercially insured with XL Insurance.
- d.) Non-Owned Aircraft - none
- e.) Automobile Liability
  - o PD & BI - \$300,000 CSL
  - o Underinsured/Uninsured - \$15,000/\$30,000 CSL
  - o PIP - \$250,000 CSL
- f.) Public Officials Liability – none 100% commercially insured with XL Insurance.
- g.) Optional Directors and Officials Liability – none 100% commercially insured with XL Insurance.
- h.) Property - \$50,000 per occurrence less member deductibles.
- i.) JIF Blanket Crime - \$50,000 less member deductible
- j.) Optional Excess Liability – none provided by MEL

- k.) Environmental Impairment Liability - none other than the risk of a E-JIF assessment.
  - l.) Residual Claims Liability - none other than the risk of a RCF assessment.
  - m.) MEL Crime Policy – none provided by MEL
  - n.) Optional Excess POL\EPL – none provided by MEL
  - o.) Cyber Liability – none 100% commercially insured with XL Insurance
- 4.) **The amount of unpaid claims to be established.**
- a.) The general reserving philosophy is to set reserves based upon the probable total cost of the claim at the time of conclusion. Historically, on claims aged eighteen (18) months, the Fund expects the claims servicing company to set reserves at 85% accuracy. The Fund also establishes reserves recommended by the Fund's actuary for claims that have been incurred but not yet reported so that the Fund has adequate reserves to pay all claims and allocated loss adjusted expense liability.
  - b.) Claims reserves are subject to regular review by the Fund's Executive Director/Administrator, Attorney, Executive Committee and claims servicing company. Reserves on large or unusual claims are also subject to review by the claims departments of the commercial insurance companies or reinsurance companies providing primary or excess coverages to the Fund.
- 5.) **The method of assessing contributions to be paid by each member of the Fund.**
- a.) By November 15th of each year, the actuary computes the probable net cost for the upcoming Fund year by line of coverage and for each prior Fund year. The actuary includes all budget items in these computations. The annual assessment of each participating municipality is its pro rata share of the probable net cost of the upcoming Fund year for each line of coverage as computed by the actuary.
  - b.) The calculation of pro rata shares is based on each municipality's experience modified manual premium for that line of coverage. The Fund's governing body also adopts a capping formula which limits the increase of any member's assessment from the preceding year to the Fund wide average increase plus a percentage selected by the governing body. The total amount of each member's annual assessment is certified by majority vote of the Fund's governing body at least one (1) month prior to the beginning of the next fiscal year.
  - c.) The treasurer deposits each member's assessment into the appropriate accounts, including the administrative account, and the claim or loss retention trust fund account by Fund year for each type of coverage in which the member participates.
  - d.) If a local unit becomes a member of the Fund or elects to participate in a line of coverage after the start of the Fund year, such participant's assessments and

supplement assessments are reduced in proportion to that part of the year which had elapsed.

- e.) The Fund's governing body may by majority vote levy upon the participating municipalities additional assessments wherever needed or so ordered by the Commissioner of Insurance to supplement the Fund's claim, loss retention or administrative accounts to assure the payment of the Fund's obligations. All supplemental assessments are charged to the participating municipalities by applicable Fund year, and shall be apportioned by the year's assessments for that line of coverage.
  - f.) Should any member fail or refuse to pay its assessments or supplemental assessments, or should the Fund fail to assess funds required to meet its obligations, the chairman or in the event by his or her failure to do so, the custodian of the Fund's assets, shall notify the Commissioner of Insurance and the Director of Community Affairs. Past due assessments shall bear interest at the rate established annually by the Fund's governing body.
- 6.) **Procedures governing loss adjustment and legal expenses.**
- a.) The Fund engages a claims service company to handle all claims, except for the JIF's POL/EPL Volunteer D&O and Cyber Liability insurance which is handled by Summit Risk Services representing XL Insurance. The performance of the claims adjusters is monitored and periodically audited by the Executive Director's office, the Fund attorney, the MEL's attorney's office, as well as the claims department of the MEL's three major liability insurers/re-insurers [i.e. General Re and Munich Re for excess liability, and Safety National for workers' compensation]. Every three years, the MEL's internal auditors also conduct an audit.
  - b.) Each member local unit is provided with a claims reporting procedure and appropriate forms.
  - c.) In order to control workers' compensation medical costs, the Fund has engaged a managed care organization (MCO) whose procedures are integrated into the Fund's claims process.
  - d.) To provide for quality defense and control costs, the Fund has established an approved defense attorney panel with firms which specialize in Title 59 matters. The performance of the defense attorneys is overseen by the Fund attorney, as well as the various firms which audit the claims adjusters.
- 7.) **Coverage to be purchased from a commercial insurer, if any.**

The Fund does purchases commercial insurance for the POL/EPL, Volunteer D&O, and Cyber Liability coverage which is purchased from XL Insurance.

- 8.) **Reinsurance to be purchased.**

The Fund does not purchase reinsurance.

9.) **Procedures for the closure of Fund years, including the maintenance of all relevant accounting records.**

- a.) The Fund utilizes the Municipal Excess Liability Residual Claims Fund (RCF) to facilitate the closure of Fund years.
- b.) Upon the transfer of outstanding liabilities of a Fund year to the RCF, the Fund adopts a resolution closing that year and transfers all remaining assets to the closed Fund year account. This amount is allocated by member local units using the same procedure as is used to calculate a dividend. Each month, interest is credited to the closed Fund year account by member.
- c.) Each year, the Fund's governing body will determine if a dividend is appropriate from the closed Fund year account, and will make application to the Department of Insurance as appropriate. Further, in the event an open Fund year incurs a deficit, the Fund's governing body will consider an inter-year transfer from the closed Fund year account to offset the deficit. In either case, the dividend or inter-Fund year transfer will be calculated on a member by member basis.
- d.) A member may apply to the Fund's governing body for a return of that member's remaining share of the closed Fund year account when five (5) years have passed since the last Fund year in which the member participated has been closed. The Fund's governing body will decide on the former member's request after evaluating the likelihood of any additional assessments from the RCF.
- e.) All dividends from the RCF will be deposited in the closed Fund year account on a member by member basis.
- f.) The Fund will retain all records in accordance with the Fund's record retention program.

10.) **Assumptions and Methodology used for the calculation of appropriate reserves requirements to be established and administered in accordance with sound actuarial principles.**

- a.) The general approach in estimating the loss reserves of the Fund is to project ultimate losses for each Fund year using paid and incurred loss data. Two traditional actuarial methodologies are used: the paid loss development method and the incurred loss development method. From the two different indications resulting from these methods the Fund Actuary chooses a "select" estimate of ultimate losses. Subtraction of the paid losses from the select ultimate losses yields the loss reserve liability or funding requirement.
- b.) The following is an overview of the two actuarial methods used to project the ultimate losses.

- Paid Loss Development Method - This method uses historical accident year paid loss patterns to project ultimate losses for each accident year. Because this method does not use case reserve data, estimates from it are not affected by changes in case reserving practices. However, the results of this method are sensitive to changes in the rate of which claims are settled and losses are paid, and may underestimate ultimate losses if provisions are not included for very large open claims.
- Case Incurred Loss Development Method - This method is similar to the paid loss development method except it uses historical case incurred loss patterns (paid plus case outstanding reserves) to estimate ultimate losses. Because the data used includes case reserve estimates, the results from this method may be affected by changes in case reserve adequacy.

11.) **The maximum amount a certifying and approving officer may approve pursuant to N.J.A.C. 11:15-2.22.**

\$10,000

With the advance approval of the Fund Attorney or Executive Director, the certifying and approving officer may also pay hospital bills if waiting until after the next regularly scheduled FUND meeting would result in the loss of a discount on such bills. When the certifying and approving officer utilizes this authority, a report shall be made to the Commissioners at their next meeting.

**ADOPTED:** *this 14<sup>th</sup> day of January, 2015 by the Governing Body:*

**MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND**

## RESOLUTION 6-15

### RESOLUTION OF THE COMMISSIONERS OF THE MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND ESTABLISHING A LEGAL DEFENSE PANEL FOR THE YEAR 2015

**WHEREAS**, the Commissioners of the Morris Joint Insurance Fund traditionally establish a defense panel of attorneys to handle the various claims and litigation asserted against the insured of the Morris Joint Insurance Fund.

**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of the Morris County Municipal Joint Insurance Fund that the following attorneys are hereby designated as the JIF's defense panel for the year 2015 at the rates herein specified:

#### **Worker's Compensation**

Thomas H. Green, Esq. for worker's compensation purposes at the rate of \$135 per hour.

John R. Tort, Esq. and Steven M. Leitner, Esq. and Joseph S. Defazio, Esq. of the firm of Leitner Tort and Defazio for worker's compensation defense at the rate of \$135 per hour.

Jacqueline A. DeGregorio, Esq. and Paul Weiner, Esq. of the firm of Weiner Lesniak for worker's compensation defense at the rate of \$135 per hour.

John E. Ursin, Esq. of the firm Schenck, Price, Smith & King, LLP for worker's compensation defense at the rate of \$135 per hour.

Joseph V. Biancamano, Esq. of the firm Biancamano & DiStefano

#### **General Liability**

##### **TIER ONE**

William Johnson, Esq. at a rate of \$160.00 per hour.

Eric Harrison, Esq. at a rate of \$160.00 per hour.

Robert J. Greenbaum, Esq. at a rate of \$160.00 per hour.

Matthew R. Petracca, Esq., at a rate of \$160.00 per hour

##### **TIER TWO**

Brian Mason, Esq. (Police Claims) at a rate of \$160.00 per hour.

John P. Inglesino, Esq., at a rate of \$160.00 per hour

Matthew Giacobbe, Esq. at a rate of \$160.00 per hour

David Pennella, Esq. at the rate of \$160 per hour

Brian O'Toole, Esq. at the rate of \$160 per hour

##### **TIER THREE**

Carl Mазzie, Esq.(Passaic County) at the rate of \$160.00 per hour  
Scott Seelogy, Esq (Sussex County) at the rate of \$160.00 per hour  
Jacqueline A. DeGregorio, Esq (Essex County) at the rate of \$160 per hour

CONFLICT COUNSEL

Russell R. Huntington, Esq. at the rate of \$160.00 per hour

Adopted by the Governing Body this 14<sup>th</sup> day of January, 2015.

**Morris County Municipal Joint Insurance Fund**



**MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND  
BILLS LIST**

**Resolution No. 7-15**

**JANUARY 2015**

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

**BE IT RESOLVED** that the Morris County Municipal Joint Insurance 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 2014**

<b><u>Check Number</u></b>	<b><u>Vendor Name</u></b>	<b><u>Comment</u></b>	<b><u>Invoice Amount</u></b>
<b>000282</b>			
000282	FIRST MCO	MANAGED CARE SERVICE 12/2014	20,634.85
			<b>20,634.85</b>
<b>000283</b>			
000283	VALLEY MEDICAL GROUP	DOT TESTING, TRNG & MRO 4TH QTR 2014	10,101.72
			<b>10,101.72</b>
<b>000284</b>			
000284	PERMA	POSTAGE FEE 12/2014	386.85
			<b>386.85</b>
<b>000285</b>			
000285	THE ACTUARIAL ADVANTAGE	NEW MEMBER REVIEW: 12/14 - ROXBURY	400.00
			<b>400.00</b>
<b>000286</b>			
000286	THE RODGERS GROUP, LLC	SPECIALIZED SERVICES - 1/2015 - 4 OF 12	14,166.66
			<b>14,166.66</b>
<b>000287</b>			
000287	ALLSTATE INFORMATION MANAGEMNT	DEPT: 417 - ACT & STOR 11/30/2014	94.82
			<b>94.82</b>
<b>000288</b>			
000288	VITALE'S DELI	MEETING - 11/12/2014	693.99
			<b>693.99</b>
<b>000289</b>			
000289	NEWTECH SERVICES INC.	MONTHLY WEBSITE MAINTENANCE/HOSTNG 12/14	75.00
			<b>75.00</b>
Total Payments FY 2014			46,553.89

**FUND YEAR 2015**

<b><u>Check Number</u></b>	<b><u>Vendor Name</u></b>	<b><u>Comment</u></b>	<b><u>Invoice Amount</u></b>
<b>000290</b>			
000290	MUNICIPAL EXCESS LIABILITY JIF	FAITHFUL PERFORMANCE BOND 1ST QTR 2015	4,777.57
			<b>4,777.57</b>
<b>000291</b>			
000291	MUNICIPAL EXCESS LIABILITY JIF	MEL PROPERTY 1ST QTR 2015	273,757.80
000291	MUNICIPAL EXCESS LIABILITY JIF	MEL 1ST QTR 2015	839,789.07
			<b>1,113,546.87</b>
<b>000292</b>			
000292	NJ MUNICIPAL ENVIRONMENTAL	EJIF 1ST INSTALLMENT 2015	249,348.46
			<b>249,348.46</b>
<b>000293</b>			
000293	FRED SEMRAU ESQ.	LITIGATION MANAGEMENT - 01/2015	15,826.75

			<b>15,826.75</b>
<b>000294</b>			
000294	QUAL-LYNX	CLAIMS ADMIN - 01/2015	24,571.80
			<b>24,571.80</b>
<b>000295</b>			
000295	J.A. MONTGOMERY RISK CONTROL	LOSS CONTROL SERVICES - 01/2015	16,155.85
			<b>16,155.85</b>
<b>000296</b>			
000296	D & H ALTERNATIVE RISK	CLAIMS ADMIN - 01/2015	18,670.96
			<b>18,670.96</b>
<b>000297</b>			
000297	PERMA	EXECUTIVE DIRECTOR FEE 01/2015	22,194.55
			<b>22,194.55</b>
<b>000298</b>			
000298	FRED SEMRAU, ESQUIRE	ATTORNEY FEE 01/2015	2,255.08
			<b>2,255.08</b>
<b>000299</b>			
000299	GRACE BRENNAN	TREASURER FEE 01/2015	1,984.50
			<b>1,984.50</b>
<b>000300</b>			
000300	CONNER STRONG & BUCKELEW	AUTOMOBILE ID CARDS RENEWAL 2015	377.56
			<b>377.56</b>
<b>000301</b>			
000301	MUNICIPAL EXCESS LIABILITY JIF	MSI 1ST QTR 2015	19,598.54
			<b>19,598.54</b>
<b>000302</b>			
000302	CONNER STRONG & BUCKELEW	UNDERWRITING MANAGER - 01/2015	924.58
			<b>924.58</b>
		Total Payments FY 2015	1,490,233.07

**TOTAL PAYMENTS ALL FUND YEARS \$ 1,536,786.96**