



**AVALON COMMUNITY HALL
3001 Avalon Ave
Avalon, New Jersey**

June 21, 2017 at 3:00PM

OPEN SESSION MINUTES

The regular meeting of the Atlantic County Municipal Joint Insurance Fund (ACM JIF) was held on June 21, 2017, at Avalon Community Hall, 3001 Avalon Ave, Avalon, New Jersey at 3PM, prevailing time. *Acting Chair Mahon, Borough of Wildwood Crest*, presiding. The meeting was called to order at 3:00 PM.

FLAG SALUTE

STATEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETING ACT

Notice of this meeting was given by: (1) sending sufficient notice herewith to *The Press of Atlantic City* and the *Courier Post*, Cherry Hill, New Jersey; (2) filing advance written notice of this meeting with the Clerks/Administrators of all member municipalities of the Atlantic County Municipal Joint Insurance Fund; and (3) posting notice on the public bulletin boards of all member municipalities of the Atlantic County Municipal Joint Insurance Fund.

ROLL CALL

Those in attendance were:

Jessica Thompson, *Alt.*, **Absecon City**
Scott Wahl, **Avalon Borough**
Bill Nimohay, **Buena Borough**
Patricia Harbora, *Alt.*, **Cape May City**
Stephen O'Connor, **Cape May Point**
Heather Sparks, **Commercial Twp**
Carol Foster, **Corbin City**
Glenn Clarke, **Dennis Twp**
April Clifton, *Alt.*, **Downe Twp**
Peter Miller, **Egg Harbor Twp**
Linda Kent, **Estell Manor City**
Cheryl Prakash, **Galloway Twp**
Ingrid Perez, **Hamilton Twp**
Ed Beck, **Linwood City**
Rich Hirsch, **Longport Borough**
Julie Picard, **Lower Twp**
Lisa McLaughlin, **Margate City**
Kim Krauss, **Middle Twp**
Sam Barbagli, *Alt.*, **Newfield Borough**
Scott Jett, **North Wildwood City**
Jim Dickinson, **Northfield City**

Diane Wood, *Alt.*, **Ocean City**
Kellie Seib, **Sea Isle City**
Jim Craft, **Stone Harbor Borough**
Teri Smuz, **Upper Twp**
Roy Spoltore, **Upper Deerfield Twp**
James Goos, **Ventnor City**
Lauren Vitelli, **West Cape May Borough**
Chris Ridings, **West Wildwood City**
DJ Ayres, **Weymouth Twp**
Chris Wood, **Wildwood City**
Connie Mahon, **Wildwood Crest Borough**
Jim Gurdgiel, *Alt.*, **Woodbine Borough**

Absent were:

Karen Blowers, **Brigantine City**
Karen Seifrit, **Deerfield Twp**
Patricia Gatto, **Folsom Borough**
Regina Burke, **Millville City**
Dawn Stollenwerk, **Mullica Twp**
Stephen Wilkins, **Pleasantville City**
Lucy Samuelson, **Somers Point City**
Al Campbell, **Waterford Twp**

Also present were:

Paul J. Miola, CPCU, ARM, Executive Director, *AJG Risk Management Services, Inc.*
Paul Forlenza, Deputy Executive Director, *AJG Risk Management Services, Inc.*
Chris Roselli, Claims Administrator, *Qual-Lynx*
Karen Beatty, Managed Care Provider, *Qual-Care*
Tracy Forlenza, Recording Secretary
Bob Holwitt, Safety Consultant, *J.A. Montgomery Risk Control*
David DeWeese, Esquire, Fund Solicitor, *The DeWeese Law Firm, P.C.*
John Hansen, Treasurer
Valerie Smith, Wellness Director

Also present were the Risk Management Consultants from the following agencies:

C. J. Adams Company
Atlantic Associates
J. Byrne Agency, Inc.
Conner Strong & Buckelew
Gerber Insurance
Glenn Insurance
Hardenbergh Insurance
Thomas Heist Insurance Agency
Insurance Agencies Inc.
Marsh & McLennan Agency
McMahon Agency, Inc.
William R. Mints Agency
Siracusa-Kauffman Insurance

Absent RMCs were:

Assured Partners

BCA Insurance

These minutes do not necessarily reflect the order in which some items were discussed.

MOVE UP ALTERNATES

In absence of Chair Samuelsen, Somers Point, Ms. Mahon, Wildwood Crest, will become Acting Chair, Ms. Perez, Hamilton will become Acting Secretary and alternate Mr. Wahl, Avalon, will move to the Executive Board for voting purposes.

APPROVAL OF MINUTES—OPEN SESSION

Acting Chair Mahon entertained a motion to approve the meeting minutes of the May 17, 2017 Executive Committee Meeting as presented.

Motion by Mr. Wahl, seconded by Mr. Goos, to approve the meeting minutes of the May 17, 2017 Executive Committee Meeting as amended. All in favor. Motion carried.

APPROVAL OF MINUTES – CLOSED SESSION

Confidential Closed Session Meeting Minutes were distributed to the Executive Committee Members.

Acting Chair Mahon entertained a motion to adopt the Closed Session Meeting Minutes of the May 17, 2017 Meeting of the Fund as presented.

Motion by Mr. Ridings, seconded by Mr. Goos, to approve the Closed Session minutes of the May 17, 2017 Executive Committee Meeting as presented. All in favor. Motion carried.

The Closed Session meeting minutes of the May 17, 2017 meeting shall not be released to the public until the reason(s) for their remaining closed is no longer applicable and the Fund Solicitor has had the opportunity to review them.

Confidential Closed Session Meeting Minutes were collected.

CLOSED SESSION - RESOLUTION #2017-28

Be it moved by the Atlantic County Municipal Joint Insurance Fund that the public be excluded from this portion of the meeting to permit the Executive Committee to consider in closed session matters affecting the safety and property of the public and to discuss pending or anticipated litigation and/or contract negotiations and that the minutes covering these matters and the results of closed session will be released to the public when the reasons for discussing and on them in closed session no longer exists as required by the Open Public Meeting Act.

Acting Chair Mahon entertained a motion to adopt *Closed Session Resolution 2017-28* as presented.

Motion by Mr. Wahl, seconded by Ms. Picard to adopt *Resolution 2017-28*.

ROLL CALL

Yeas:

Scott Wahl, **Avalon Borough**
Ingrid Perez, *Acting Sec*, **Hamilton Twp**
Julie Picard, **Lower Twp**
Scott Jett, **North Wildwood**
James Goos, **Ventnor**
Chris Ridings, **West Wildwood**
Connie Mahon, *Acting Chair*, **Wildwood Crest**

Nays: None

Abstained: None

All in favor. Motion carried by unanimous vote.

REOPEN PUBLIC PORTION OF THE MEETING

Acting Chair Mahon entertained a motion to reopen the public portion of the meeting.

Motion by Mr. Ridings, seconded by Mr. Jett, to reopen the public portion of the meeting. All in favor.
Motion carried.

AUTHORIZATION OF CLAIMS PAYMENTS

Acting Chair Mahon presented the claims for payment as discussed in *Closed Session*.

Acting Chair Mahon asked if there were any questions at this time. No questions were entertained.

Acting Chair Mahon entertained a motion to approve the claims for payment as discussed in *Closed Session*.

Motion by Mr. Jett, seconded by Ms. Perez to approve the claims for payment as discussed in Closed Session. They are as follows:

May 2017 PARs:

<i>Workers' Compensation</i>	<i>General Liability</i>	<i>Auto Liability</i>
2017093198	2017099109	1208193
2017090913	001204470	2017101316
2017094501		2017100391
00123333		
001227080		
001257116		
001012313		
001248741		
001264512		
001263806		
001235927		

ROLL CALL *Yeas:* Scott Wahl, **Avalon Borough**
Ingrid Perez, *Acting Sec*, **Hamilton Twp**
Julie Picard, **Lower Twp**
Scott Jett, **North Wildwood**
James Goos, **Ventnor**
Chris Ridings, **West Wildwood**
Connie Mahon, *Acting Chair*, **Wildwood Crest**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

ABANDON SUBROGATION

Ms. Perez motioned to abandon subrogation on Qual-Lynx file #001235927.

Motion by Mr. Goos, seconded by Mr. Jett to abandon subrogation on Qual-Lynx file #001235927 as presented.

ROLL CALL *Yeas:* Scott Wahl, **Avalon Borough**
Ingrid Perez, *Acting Sec*, **Hamilton Twp**
Julie Picard, **Lower Twp**
Scott Jett, **North Wildwood**
James Goos, **Ventnor**
Chris Ridings, **West Wildwood**
Connie Mahon, *Acting Chair*, **Wildwood Crest**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

CLAIMS REVIEW COMMITTEE REPORT – OPEN SESSION ITEMS

Ms. Perez noted that the Claims Review Committee report was given in closed session and she had nothing further for open session.

CLAIMS ADMINISTRATOR'S REPORT

Lessons Learned from Losses – June

Mr. Roselli reported that the *Lessons Learned from Losses* this month focused on the "Going and Coming" Rule.

Mr. Roselli noted that the Going and Coming rule indicates that routine travel to and from work is not compensable. He explained that this is the Premises Rule and states that "employment shall be deemed to commence when an employee arrives at the employer's place of employment to report for work and shall

terminate when the employee leaves the employer's place of employment, excluding areas not under the control of the employer; provided, however, when the employee is required by the employer to be away from the employer's place of employment, the employee shall be deemed to be in the course of employment when the employee is engaged in the direct performance of duties assigned or directed by the employer." Mr. Roselli gave an example of a denied claim using the going and coming rule that occurred in this JIF.

Mr. Roselli reminded the members to review this newsletter and share it with their employees.

Mr. Roselli asked if there were any questions. No questions were entertained.

The remainder of the Claims Administrator's report was provided in Closed Session.

MANAGED HEALTH CARE REPORT

Ms. Beatty reviewed the Managed Care Report for May 2017.

Lost Time v. Medical Only Cases

Ms. Beatty presented the ACM JIF Lost Time v. Medical Only Cases (Intake Report).

	<i>May</i>	<i>YTD</i>
<i>Lost Time</i>	3	34
<i>Medical Only</i>	37	152
<i>Report Only</i>	34	108
<i>Total Intakes(New Claims)</i>	74	294
<i>Report Only % of Total</i>	45.9%	36.7%
<i>Medical Only/Lost Time Ratio</i>	93:07	82:18
<i>Average Days to Report</i>	1.0	1.4

Transitional Duty Report

Ms. Beatty presented the *Transitional Duty Report*.

<i>Transitional Duty Summary Report</i>	<i>YTD</i>
<i>Transitional Duty Days Available</i>	4,036
<i>Transitional Duty Days Worked</i>	3,242
<i>% of Transitional Duty Days Worked</i>	80.3%
<i>Transitional Duty Days Not Accommodated</i>	794
<i>% of Transitional Duty Days Not Accommodated</i>	19.7%

PPO Penetration Report:

Ms. Beatty presented the self-explanatory *PPO Penetration Rate Report*.

<i>PPO Penetration Rate</i>	<i>May</i>	<i>YTD</i>
<i>Bill Count</i>	555	2,554

<i>Original Provider Charges</i>	<i>\$1,406,923</i>	<i>\$5,038,518</i>
<i>Re-priced Bill Amount</i>	<i>\$416,939</i>	<i>\$1,627,235</i>
<i>Savings</i>	<i>\$989,984</i>	<i>\$3,411,283</i>
<i>% of Savings</i>	<i>70.4%</i>	<i>67.7%</i>
<i>Participating Provider Penetration Rate- Bill count</i>	<i>97.3%</i>	<i>96.5%</i>
<i>Participating Provider Penetration Rate-Provider Charges</i>	<i>99.4%</i>	<i>98.8%</i>
<i>EPO Penetration Rate – Bill Count</i>	<i>96.1%</i>	<i>90.1%</i>
<i>EPO Penetration Rate –Provider Charges</i>	<i>98.5%</i>	<i>95.2%</i>

Ms. Beatty asked if there were any questions at this time. No questions were entertained.

SOLICITOR'S REPORT

Mr. DeWeese presented the following reports:

Closed Claims

Mr. DeWeese noted that there were six (6) case(s) closed in June. He noted that a synopsis can be found in the agenda packet and provided the following brief synopsis of each case:

<i>Closed Case</i>	<i>Description</i>
<i>Bass v. Twp of Egg Harbor</i>	Auto Accident. Defense Counsel, L. Patricia Sampoli, Esquire was assigned. Matter proceeded to Arbitration and agreed to settlement with payment of \$25,000 to Plaintiff.
<i>Tauro v. Twp of Egg Harbor</i>	Auto Accident. Assigned Defense Counsel, L. Patricia Sampoli, Esquire submitted an Affidavit of Non-Jurisdiction to Plaintiff's Counsel. Plaintiff agreed to dismiss Township and a Stipulation of Dismissal with Prejudice was filed. No payment.
<i>Anisette v. City of Linwood</i>	Bike/Pothole. Assigned Defense Counsel, Neil Stackhouse, Esquire/Mr. Thomas Smith, Esquire. Defense Counsel filed a Trial de Novo. Motion for Summary Judgment which was denied. Settlement negotiated prior to scheduled trial for a payment to Plaintiff for \$30,000.
<i>Casiello v. City of Wildwood</i>	Bike/Boardwalk. Assigned Defense Counsel, James Birchmeier, Esquire negotiated the settlement of this matter for \$175,000 to Plaintiff.
<i>Durst v. City of Wildwood</i>	Trip/Fall at municipal hall. Assigned Defense Counsel, James Birchmeier, Esquire conducted depositions and defense IME. Motion for Summary Judgment was denied. Arbitration hearing and mediation session occurred. Defense Counsel

	negotiated the settlement to Plaintiff for \$75,000.
<i>Whitney v. Township of Waterford</i>	Civil Rights, false imprisonment, etc. Assigned Defense Counsel Thomas Reynolds, Esquire, filed a Motion to Dismiss the Plaintiff's Complaint for failure to state a cause of action which was granted on May 8, 2017. No payment.

General Liability File Status Report

Mr. DeWeese reported that there are 86 active files. He reminded the members that if they would like their individual report of these claims to please contact his office.

Subrogation

Mr. DeWeese provided a subrogation report to the Claims Review Committee. He reminded the Committee that there is over \$3.9 million in liens which he is actively trying to collect. He further stated that included in this amount are judgments on files for \$2.8 million. He stated subrogation receipts this month total \$10,742.17; year to date total of \$188,022.30.

Litigation Management Guidelines

Mr. DeWeese stated that he emailed out the revised *Litigation Management Guidelines* including the forms and the *Procedures for Delegation Tasks for Defense Counsel* to the Claims Review Committee. He asked all to review and respond back. He would like to have them completed and presented for adoption in July.

Mr. DeWeese asked if there were any questions. No questions were entertained.

COMMITTEE REPORTS

Finance Committee Meeting –May 10, 2017

Ms. Smuz reported that the Finance Committee met on May 10, 2017. She noted the fund is in a strong financial position and that the audit showed no recommendations or findings. She noted that all fund years are performing well and that the 2013 Fund Year will be transferred to the RCF effective June 30, 2017. She stated that two resolutions were recommended by the Finance Committee to be brought forth for consideration.

Resolution 2017-29 Accepting the Annual Audit Report for the Period Ending December 31, 2016

Acting Chair Mahon motioned to adopt Resolution 2017-29 accepting the Annual Audit Report for the Period Ending December 31, 2016.

Motion by Mr. Jett, seconded by Ms. Perez to adopt Resolution 2017-29 accepting the Annual Audit Report for the Period Ending December 31, 2016 as presented.

ROLL CALL *Yeas:* Scott Wahl, **Avalon Borough**
Ingrid Perez, *Acting Sec*, **Hamilton Twp**
Julie Picard, **Lower Twp**
Scott Jett, **North Wildwood**
James Goos, **Ventnor**
Chris Ridings, **West Wildwood**
Connie Mahon, *Acting Chair*, **Wildwood Crest**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

Resolution 2017-30 Authorizing the Transfer of Fund Year 2013 to the RCF

Acting Chair Mahon motioned to adopt Resolution 2017-30 authorizing the transfer of the 2013 Fund Year to the MEL Residual Claims Fund.

Motion by Mr. Jett, seconded by Ms. Perez to adopt Resolution 2017-30 authorizing the transfer of the 2013 Fund Year to the MEL Residual Claims Fund as presented.

ROLL CALL *Yeas:* Scott Wahl, **Avalon Borough**
Ingrid Perez, *Acting Sec*, **Hamilton Twp**
Julie Picard, **Lower Twp**
Scott Jett, **North Wildwood**
James Goos, **Ventnor**
Chris Ridings, **West Wildwood**
Connie Mahon, *Acting Chair*, **Wildwood Crest**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

EPL/POL Claims Review Committee Meeting –May 17, 2017

Mr. Jett reported that the EPL/POL Claims Review Committee met on May 17, 2017. He stated that the five year EPL/POL average loss ratio valued as of March 31, 2017 was 60.1% and the six year is 69.6% which continues to trend in the right direction. He also noted that they discussed land use claims so he reminded members to consult with their solicitors before making decisions. He reminded members that they recently increased the cyber limits to \$3 million first party, \$3 million third party; and \$6 million aggregate and there is a \$10,000 deductible per member. He stated that the JIF recently adopted a revised program that allows the members to use their \$725 EPL money to offset cyber security costs.

Mr. Jett noted that all Elected Official training sign in sheets are on website. He also asked members to make sure they received their Technology Risk Assessments. Mr. Forlenza noted the cyber audits are complete and there will be further discussion with Pivot Point on how to proceed. He stated that they are waiting to coordinate with the MEL's cyber program. Mr. Jett informed the members about the Phishing Posters that were at their place. He asked that they bring back and hang around buildings. No questions were entertained.

WELLNESS DIRECTOR'S REPORT

Ms. Valerie Smith noted that her report can be found in the agenda packet.

She reported that Melanoma is the leading cause of skin cancer in New Jersey and Cape May County's rates are 138% above the state average. She also mentioned that Atlantic County is second with 115% above the state average. She reported that Absecon held a lunch and learn with a dermatologist presenting on skin cancer and awareness.

Ms. Smith noted that several members are holding weight loss contests, walk-a-thons, wellness challenges, health fair, lunch and learns about portion control, etc.

Ms. Smith noted that the *June Shout Out* goes to North Wildwood. They put together a Wellness Committee who then held a healthy pot luck lunch, created and distributed an information sheet with six healthy things that anyone can do to be healthier.

Ms. Smith noted that the June newsletter was sent via email and is on the website reminding members it is Men's Health month.

Ms. Smith asked if there were any questions. No questions were entertained.

EXECUTIVE DIRECTOR'S REPORT

Mr. Miola reviewed the Executive Director's Report found in the agenda packet with the membership. He highlighted the following items from his report:

Phishing Posters - Mr. Miola reminded members that the phishing posters are at their places. He reminded everyone to discuss potential dangerous emails with employees and review the guidelines. He also stated that the "cyber road map" was included with the posters. He noted that road map walks members through what to do if they are a victim of cyber hacking. He asked the RMCs to take the posters to the members who were not present.

Certificates of Insurance - Mr. Miola reported that a list of all certificates of insurance issued in the last month is in the agenda packet and should be made part of today's meeting minutes.

2016 Safety Incentive Program – Mr. Miola noted that a letter was sent describing how to collect your 2016 Safety Incentive Awards. Please note that the deadline for claiming is December 31, 2017 and all encumbered funds have to be claimed by February 1, 2018.

2017 Optional Safety Budget – Mr. Miola noted that a letter was emailed describing how to collect your 2017 Optional Safety Budget and the balances are attached for the members' review. Please note that the deadline for claiming is December 31, 2017 and all encumbered funds have to be claimed by February 1, 2018.

2017 Wellness Incentive Program – Mr. Miola noted that a letter was emailed describing how to collect your 2017 Wellness Incentive Program and the balances are attached for the members' review. Please note that the deadline for claiming these funds is December 31, 2017 and all encumbered funds have to be claimed by February 1, 2018.

EPL/Cyber Allowance - Mr. Miola reminded members that this money can now be used to offset cyber security/improvement costs as well.

EPL Authorized Contact List – Mr. Miola asked members to review the report. He reminded the members that if changes were made to their personnel, they will need to pass a resolution to change the contact list.

Financial Fast Track Report – Mr. Miola commented that the March 31, 2017 Financial Fast Track report shows the statutory surplus over \$31.8 million.

Regulatory Filings – Mr. Miola noted that these are up to date.

Monthly Calendar – Mr. Miola reminded members to review the calendar for JIF activities.

Capehart & Scatchard Updates - Mr. Miola commented that the updates are in the agenda and all members should review.

Statutory Bond Status – Mr. Miola reminded members that these bonds are only issued in the individual's name and not the position so please review for accuracy.

Renewing Members - Mr. Miola noted that the fifteen renewing members have been emailed their renewal paperwork. He asked that all resolutions and agreements be returned to his office by August 18, 2017. He reported that he and Mr. Forlenza will be visiting the renewing members over the next few months.

Fireworks Bulletin – Mr. Miola reported that the MEL issued bulletin 2017-08 which outlines coverage terms and conditions. He urged members to read PRIOR to any event.

JIF Website – Mr. Miola asked members to check out the website for useful information. (www.acmjif.org)

Mr. Miola asked if there were any questions at this time. No questions were entertained.

MEL/RCF REPORTS

MEL

Mr. Hirsch reported that the MEL's statutory surplus is \$27 million and the Auditor stated that the MEL is in excellent financial position.

Mr. Hirsch commented that the RCF is currently working on outstanding issues with the MEL's reinsurer Genesis that would materially improve the net position of the fund.

Mr. Hirsch noted that the MEL contracted with Origami to develop a risk management/claims information system for 2018.

Mr. Hirsch asked if there were any questions at this time. No other questions were entertained.

SAFETY DIRECTOR'S REPORT

Mr. Holwitt stated that the Safety Director's Report can be found in the agenda. He highlighted the following items:

Safety Bulletin – Mr. Holwitt commented that a bulletin was released in May. The bulletin was on *Training Summer Seasonal Employees*.

MSI Training – Mr. Holwitt stated that a list of training classes is included in his report.

Mr. Holwitt asked if there were any questions at this time. No other questions were entertained.

TREASURER'S REPORT**May Report**

Mr. Hansen presented the Treasurer's Report for the period ending **May 31, 2017**. The report was made part of the agenda packet for members' review. Mr. Hansen presented the following information:

Investment Interest

Interest Income:		
Interest Received from Account Balances	\$8,730.34	
Coupon Interest Payment		\$56,687.50
Unrealized Gain or Loss		\$1,334.05
Net Gain in Interest		\$66,751.89

Interest Accrual:	
Beginning Interest Accrual	\$107,927.78
Change in Accrued Interest	<\$15,835.75>
Ending Interest Accrual	\$92,092.03

Investment Balance:	
Beginning of Month	\$37,948,555.50
End of Month	\$40,942,087.50
Overall Yield	Positive 1.18 %

Portfolio	Percentage	Total
US Treasury Bonds & Notes	19.57%	\$8,012,517.50
US Government Agencies	80.43%	\$32,929,570.00

Receipt Activity for the Period:

	May	YTD
Subrogation Receipts	\$10,742.17	\$188,022.30
Recovery	\$1,273.32	\$3,096.32
Interest	\$66,751.89	
2017 Assessments	\$4,675,433	\$9,787,188

Claim Activity for the Period

Claim activity for the month for claims paid by the Fund and claims payable by the Fund at month end are in the amount of \$1,084,079.18. A total of 424 checks were issued.

The claims detail is as follows:

	May
Direct Loss Payments	\$1,084,079.18
Adjustments	<\$42,210.97>
Less Recoveries	<\$10,742.17>
Net Total	\$1,031,126.04

Cash Activity for the Period

During the reporting month, the Fund's "Cash Position" changed from an opening balance of \$50,181,827.75 to a closing balance of \$53,470,246.79 showing an increase in the Fund of \$3,288,419.04.

A.E.L.C.F. PARTICIPANT BALANCES

Member	5/31/17 unaudited– interest posted
Hamilton Township	\$40,260.38
Hammonton Town	\$120,780.06
Middle Township	\$50,342.72
Mullica Township	\$25,802.00
Pleasantville City	\$82,178.50
Upper Deerfield Township	\$31,080.55
Waterford Township	\$26,026.04

Upper Township	\$18,408.68
Stone Harbor	\$8,755.70
Total	\$407,634.63

AELCF/2015 & 2014 Dividends/Retro Program

Mr. Hansen noted that a report detailing the AELCF, 2015 & 2014 Dividends and the Retrospective Program is attached within his report. Retro program reflects Egg Harbor Township resolution approved at September meeting and 2016 dividend transfer per said agreement.

Banking Transition

Mr. Hansen noted that the banking transition concluded in April 2017.

Payment Register

Acting Chair Mahon entertained a motion to approve the ***May 2017 Payment Register*** (Claims Activity) as presented.

Acting Chair Mahon asked if there were any questions at this time. No questions were entertained.

Motion by Ms. Perez, seconded by Mr. Jett to approve the ***May 2017 Payment Register*** (Claims Activity) as submitted by Mr. Hansen.

ROLL CALL

Yeas:

Scott Wahl, **Avalon Borough**
 Ingrid Perez, *Acting Sec*, **Hamilton Twp**
 Julie Picard, **Lower Twp**
 Scott Jett, **North Wildwood**
 James Goos, **Ventnor**
 Chris Ridings, **West Wildwood**
 Connie Mahon, *Acting Chair*, **Wildwood Crest**

Nays:

None

Abstained:

None

Bill List –June

For the Executive Committee's consideration, Mr. Hansen presented the ***June 2017 Bill List*** in the amount of **\$231,937.13**. He noted that the bill list contained in the agenda packet was incorrect and the June bill list will be emailed tomorrow morning from the Executive Director's office.

Acting Chair Mahon asked if there were any questions at this time. No questions were entertained.

Acting Chair Mahon entertained a motion to approve the ***June 2017 Bill List*** as verbally presented.

Motion by Mr. Jett, seconded by Mr. Wahl, to approve the ***June 2017 Bill List***.

ROLL CALL

Yeas:

Scott Wahl, **Avalon Borough**
 Ingrid Perez, *Acting Sec*, **Hamilton Twp**
 Julie Picard, **Lower Twp**
 Scott Jett, **North Wildwood**

James Goos, **Ventnor**
Chris Ridings, **West Wildwood**
Connie Mahon, *Acting Chair*, **Wildwood Crest**

<i>Nays:</i>	None
<i>Abstained:</i>	None

Motion carried by unanimous vote.

MISCELLANEOUS BUSINESS

Next Meeting

Acting Chair Mahon reminded the members that the next regular meeting will be held on **Wednesday, July 19, 2017 at 3:00 PM** at Avalon Community Hall, Avalon, NJ.

PUBLIC COMMENT

Open Public Comment

Acting Chair Mahon entertained a motion to open the meeting to the public for comment.

Motion by Mr. Jett, seconded by Mr. Ridings, to open the meeting to the public. All in favor. Motion carried.

Close Public Comment

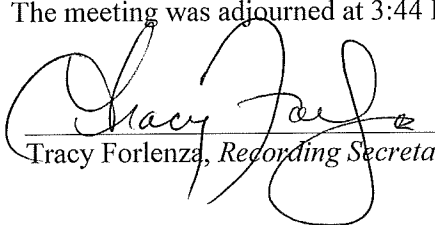
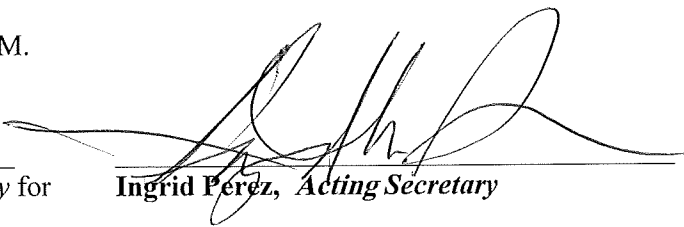
Acting Chair Mahon entertained a motion to close the public comment.

Motion by Ms. Perez, seconded by Mr. Wahl, to open the meeting to the public. All in favor. Motion carried.

MOTION TO ADJOURN

Motion by Mr. Jett, seconded by Ms. Picard, to adjourn the June 21, 2017 meeting of the ACM JIF. Motion carried.

The meeting was adjourned at 3:44 PM.

 Tracy Forlenza, <i>Recording Secretary</i> for	 Ingrid Perez, <i>Acting Secretary</i>
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