



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

July 19, 2017 at 3:00PM

OPEN SESSION MINUTES

The regular meeting of the Atlantic County Municipal Joint Insurance Fund (ACM JIF) was held on July 19, 2017, at Avalon Community Hall, 3001 Avalon Ave, Avalon, New Jersey at 3PM, prevailing time. *Chair Samuelson, City of Somers Point*, 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:

John Armstrong, **Absecon City**
Scott Wahl, **Avalon Borough**
Bill Nimohay, **Buena Borough**
Neil Young, **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**
Eileen Tedesco, *Alt.*, **Egg Harbor Twp**
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**
Regina Burke, **Millville City**
Scott Jett, **North Wildwood City**
Liz Woods, **Ocean City**
Stephen Wilkins, **Pleasantville City**
Kellie Seib, **Sea Isle City**

Lucy Samuelson, Chair, **Somers Point City**
Teri Smuz, **Upper Twp**
Roy Spoltore, **Upper Deerfield Twp**
James Goos, **Ventnor City**
Susan Danson, *Alt.*, **Waterford Twp**
Lauren Vitelli, **West Cape May Borough**
Elaine Brunkel-Crowley, *Alt.*, **West Wildwood City**
DJ Ayres, **Weymouth Twp**
Chris Wood, **Wildwood City**
Connie Mahon, Sec, **Wildwood Crest Borough**
Lisa Garrison, **Woodbine Borough**

Absent were:

Karen Blowers, **Brigantine City**
Karen Seifrit, **Deerfield Twp**
Linda Kent, **Estell Manor City**
Patricia Gatto, **Folsom Borough**
Dawn Stollenwerk, **Mullica Twp**
Rachel Zaccaria, **Newfield Borough**
Jim Dickinson, **Northfield City**
Jim Craft, **Stone Harbor Borough**

Also present were:

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
Rob Garish, 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
Steve Sacco, E-JIF
Mike Avalone, E-JIF
Fred Semrau, Esquire, E-JIF
Rich Erickson, E-JIF

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
Syracusa-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 Mr. Ridings, West Wildwood, alternate Mr. Wahl, Avalon, will move to the Executive Board for voting purposes.

APPROVAL OF MINUTES—OPEN SESSION

Chair Samuelson entertained a motion to approve the meeting minutes of the June 21, 2017 Executive Committee Meeting with the *verbal amendment* noting that Ms. Krauss, Middle Twp, was present for July's meeting.

Motion by Mr. Wahl, seconded by Ms. Perez, to approve the meeting minutes of the June 21, 2017 Executive Committee Meeting as *verbally amended*. All in favor. Motion carried.

APPROVAL OF MINUTES –CLOSED SESSION

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

Chair Samuelson entertained a motion to adopt the Closed Session Meeting Minutes of the June 21, 2017 Meeting of the Fund as presented.

Motion by Ms. Mahon, seconded by Ms. Picard, to approve the Closed Session minutes of the June 21, 2017 Executive Committee Meeting as presented. All in favor. Motion carried.

The Closed Session meeting minutes of the June 21, 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.

E-JIF PRESENTATION

Mr. Forlenza stated that in the spring the members of the Coverage Committee discussed possible membership in the E-JIF to provide members with Environmental Impairment liability coverage. Based upon these discussions, the Coverage Committee asked that the E-JIF come and present an outline of their services and coverage to the members. If following today's presentation there is continued interest in exploring membership in the E-JIF, the Coverage Committee will meet again to review the Program in greater detail. Mr. Forlenza then introduced Mr. Sacco, Mr. Avalone, Mr. Semrau, and Mr. Erickson from the EJIF.

Mr. Sacco reported that the E-JIF was established in 1995. He noted that there are 13 JIFs comprising 304 municipalities and 73 MUA/SUA's in the E-JIF. He noted the presentation will discuss the E-JIF services, initiatives, emergency hotline, the financials, and what coverage is included. He noted that the coverage included is third party liability, first party liability, public official's liability, De Minimis abandoned toxic waste sites, defense costs and storage tank coverage.

Mr. Avalone, the E-JIF underwriter, discussed coverages, environmental liabilities, foreclosed properties, and De Minimis abandoned toxic waste sites.

Mr. Erickson discussed the technical operations of the E-JIF. He noted that the E-JIF created a program to evaluate environmental sites and educate the members.

Mr. Semrau, Esquire, discussed how the general counsel handles GAP coverage, landfill litigation, and significant cases/class action suits.

The E-JIF presenters thanked the JIF members for their time and consideration and left the meeting.

CLOSED SESSION - RESOLUTION #2017-31

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.

Chair Samuelson entertained a motion to adopt *Closed Session Resolution 2017-31* as presented.

Motion by Mr. Wahl, seconded by Ms. Perez to adopt *Resolution 2017-31*.

ROLL CALL

Yeas:

Scott Wahl, **Avalon Borough**
Ingrid Perez, **Hamilton Twp**
Julie Picard, **Lower Twp**
Scott Jett, **North Wildwood**
Lucy Samuelson, Chair, **Somers Point**
James Goos, **Ventnor**
Connie Mahon, *Sec*, **Wildwood Crest**

Nays:

None

Abstained:

None

All in favor. Motion carried by unanimous vote.

REOPEN PUBLIC PORTION OF THE MEETING

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

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

AUTHORIZATION OF CLAIMS PAYMENTS

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

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

Chair Samuelson 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:

June 2017 PARs:

<i>Workers' Compensation</i>	<i>General Liability</i>	<i>Property</i>
001217117	1212084	1255930
001214994	1215220	2017102665
001215678	1209380	2017091102
2017100760		2017103982
001246109		2017093121
001214904		2017099751
001253686		
001237917		
001248743		
2017091092		
2017099778		
2017102743		
2017102744		

ROLL CALL

Yeas:

Scott Wahl, **Avalon Borough**
 Ingrid Perez, **Hamilton Twp**
 Julie Picard, **Lower Twp**
 Scott Jett, **North Wildwood**
 Lucy Samuelson, *Chair*, **Somers Point**
 James Goos, **Ventnor**
 Connie Mahon, *Sec*, **Wildwood Crest**

Nays:

None

Abstain:

None

All in favor. Motion carried by unanimous vote.

ABANDON SUBROGATION

Chair Samuelson noted there is no subrogation to abandon this month.

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 – July

Mr. Roselli reported that the *Lessons Learned from Losses* this month focused on the Supervisor's Incident Report.

Mr. Roselli stressed the importance of filling out the Supervisor's Incident Report properly. He provided examples of how vague; one word answers do not assist in finding out the facts that lead to the incident. He asked the members that they concentrate on facts rather than finding fault. He noted that this report is used across all lines of coverage so be sure to fill in as much information as possible for every claim.

Mr. Roselli listed the steps to follow when an accident occurs and provided an example of a report filled out incorrectly prohibiting recover/subrogation efforts.

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 June 2017.

Lost Time v. Medical Only Cases

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

	<i>June</i>	<i>YTD</i>
<i>Lost Time</i>	<i>5</i>	<i>44</i>
<i>Medical Only</i>	<i>49</i>	<i>199</i>
<i>Report Only</i>	<i>65</i>	<i>170</i>
<i>Total Intakes(New Claims)</i>	<i>119</i>	<i>413</i>

<i>Report Only % of Total</i>	54.6%	41.2%
<i>Medical Only/Lost Time Ratio</i>	91:09	82:08
<i>Average Days to Report</i>	1.8	1.5

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>	4,813
<i>Transitional Duty Days Worked</i>	3,851
<i>% of Transitional Duty Days Worked</i>	80.0%
<i>Transitional Duty Days Not Accommodated</i>	962
<i>% of Transitional Duty Days Not Accommodated</i>	20%

PPO Penetration Report:

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

<i>PPO Penetration Rate</i>	<i>June</i>	<i>YTD</i>
<i>Bill Count</i>	292	2,846
<i>Original Provider Charges</i>	\$355,973	\$5,394,491
<i>Re-priced Bill Amount</i>	\$118,467	\$1,745,702
<i>Savings</i>	\$237,506	\$3,648,789
<i>% of Savings</i>	66.7%	67.6%
<i>Participating Provider Penetration Rate- Bill count</i>	97.9%	96.7%
<i>Participating Provider Penetration Rate-Provider Charges</i>	99.5%	98.8%
<i>EPO Penetration Rate – Bill Count</i>	95.4%	90.6%
<i>EPO Penetration Rate –Provider Charges</i>	78.5%	93.4%

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 five (5) case(s) closed in July. He noted that a detailed synopsis of the claim can be found in the agenda packet and provided the following brief synopsis of each case:

<i>Closed Case</i>	<i>Description</i>
<i>Davis v. City of Pleasantville</i>	Trip/Fall on snow/ice. Assigned Defense Counsel, Timothy Bieg, Esquire filed Motion to Dismiss which was denied; however, the Motion for Summary Judgment was granted in the same Opinion.

<i>Dear v. City of Pleasantville</i>	Auto Accident –police rear ended car. Assigned Defense Counsel, L. Patricia Sampoli, Esquire brought to arbitration, ultimately settling matter with Plaintiff for \$35,000.
<i>Hagan v. City of Ocean City</i>	Trip/Fall in Pothole. Assigned Defense Counsel, Robert Merenich, Esquire settled matter for a payment to Plaintiff for \$25,000.
<i>Coleman v. Borough of West Cape May</i>	Tree Removal. Assigned Defense Counsel, Erin Thompson, Esquire filed Motion to Dismiss for failure to file a Tort Claims Notice which was granted with Prejudice.
<i>Pleasant v. City of Wildwood</i>	Trip/Fall on Boardwalk. Assigned Defense Counsel, Erin Thompson, Esquire filed Motion to Transfer Venue to Cape May County and then Motion for Summary Judgment with Prejudice was granted.

Litigation Management Guidelines

Mr. DeWeese stated that the revised *Litigation Management Guidelines* including the forms and the *Procedures for Delegation Tasks for Defense Counsel* to the Claims Review Committee are presented for adoption this afternoon. He explained that they were included in the agenda packet.

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

Resolution 2017-32 Revised Litigation Management Guidelines

Chair Samuelsen entertained a motion to approve Resolution 2017-32, adopting the revised *Litigation Management Guidelines*.

Motion by Ms. Mahon, seconded by Mr. Wahl to approve Resolution 2017-32, adopting the revised *Litigation Management Guidelines* as presented.

ROLL CALL

Yeas:

Scott Wahl, **Avalon Borough**
 Ingrid Perez, **Hamilton Twp**
 Julie Picard, **Lower Twp**
 Scott Jett, **North Wildwood**
 Lucy Samuelsen, *Chair*, **Somers Point**
 James Goos, **Ventnor**
 Connie Mahon, *Sec*, **Wildwood Crest**

Nays:

None

Abstain:

None

All in favor. Motion carried by unanimous vote.

Resolution 2017-33 Establishing Procedures for Assigned Defense Counsel

Chair Samuelson entertained a motion to approve Resolution 2017-33 *Establishing Procedures for Assigned Defense Counsel*.

Motion by Mr. Jett, seconded by Mr. Goos to approve Resolution 2017-33 *Establishing Procedures for Assigned Defense Counsel as presented*.

ROLL CALL	Yeas:	Scott Wahl, Avalon Borough Ingrid Perez, Hamilton Twp Julie Picard, Lower Twp Scott Jett, North Wildwood Lucy Samuelson, <i>Chair</i> , Somers Point James Goos, Ventnor Connie Mahon, <i>Sec</i> , Wildwood Crest
------------------	--------------	---

Nays:	None
--------------	------

Abstain:	None
-----------------	------

All in favor. Motion carried by unanimous vote.

COMMITTEE REPORTS

Safety Committee Meeting – June 29, 2017

Ms. Picard reported that the Safety Committee met on June 29, 2017. She noted that the Committee discussed the first quarter loss control report and no members are on Safety Intervention. They also discussed the loss ratio reports noting the 6 year average loss ratio for the JIF is 70.5%. She also reported that there is an upcoming Wellness Coordinator training scheduled for September 21, 2017 at 10:00 AM in Ocean City library. Please contact Valerie Smith with any questions.

Ms. Picard reported that the evaluations for the Safety Director were completed and discussed at the meeting and the recommendation is to reappoint J. A. Montgomery for 2018. She also noted the next Executive Safety Committee meeting is September 29, 2017 in Avalon.

WELLNESS DIRECTOR'S REPORT

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

She elaborated that the upcoming Wellness Coordinator Training does not need to be attended by the Fund Commissioner. It is geared toward the person who is interested in Wellness if a Wellness Coordinator is not appointed.

Ms. Smith reminded the members to complete the activities for NJ Well. She encourages all the members to complete their biometrics which can be done by the hospitals, etc coming to your workplace. The program ends on October 31, 2017.

Ms. Smith noted that the *July Shout Out* goes to Commercial Township. She stated that a wellness liaison held a walk-a-thon raising almost \$600! Great Job Heather!

Ms. Smith noted that the July newsletter was sent via email and is on the website reminding members about safety tips for summer BBQs and symptoms of food poisoning. Also tips on how to avoid weight gain on vacation.

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

EXECUTIVE DIRECTOR'S REPORT

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

Loss Ratio Snapshots – Mr. Forlenza stated these loss ratio snapshots are valued as of June 30, 2017 and are a handout this afternoon. He asked that the members share with their governing bodies. He also asked the RMCs to deliver any member's report who are not present. He noted that the JIF is performing well with a loss ratio of 70.5% and \$31 million surplus. He reported that the Finance Committee will be recommending the surplus release amount in August/September.

2016 Safety Incentive Program – Mr. Forlenza asked members to please note that the deadline for claiming or encumbering these funds is December 31, 2017 and all encumbered funds have to be claimed by February 1, 2018.

2017 Optional Safety Budget – Mr. Forlenza reminded members to please note that the deadline for claiming or encumbering these funds is December 31, 2017 and all encumbered funds have to be claimed by February 1, 2018.

2017 Wellness Incentive Program – Mr. Forlenza reminded members that the deadline for claiming or encumbering these funds is December 31, 2017 and all encumbered funds have to be claimed by February 1, 2018.

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

Renewing Members- Mr. Forlenza commented that 15 members are up for renewal this year and Mr. Miola and he will be visiting all of them. He stated that all renewal resolutions have been sent and are due back by August 18, 2017.

Coverage Documents – Mr. Forlenza reported that all coverage documents were emailed to clerks, fund commissioners and RMCs on June 28, 2017. Please keep these in a secure place and make them permanent records for at least 20 years.

Technology Risk Management Assessments – Mr. Forlenza noted that these have been distributed and a webinar is being held July 20, 2017 via Pivot Point. He stated that one additional webinar will be scheduled later this year.

EJIF – Mr. Forlenza asked the members for their feedback regarding the E-JIF presentation earlier in the meeting and if there is enough interest amongst the members to explore this matter further. Ms. Samuelsen inquired about other members' risks and how it would affect everyone involved noting some members have environmental risks while others might not. Mr. Forlenza stated that he was unsure how members risks are identified; however, this is something that would be discussed at the Coverage Committee if there interest in exploring this matter further. Mr. Forlenza noted that at the Coverage meeting, the risks, costs, programs provided, etc. will be

discussed. The members agreed to discuss possible E-JIF membership further in Committee. Mr. Forlenza stated that he will work with Mr. Miller, Coverage Committee Chair, to set up a meeting.

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

MEL/RCF REPORTS

No reports at this time.

SAFETY DIRECTOR'S REPORT

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

Supervisor's Incident Report – Mr. Garish elaborated that the supervisor's incident report is an extremely important piece of information after a claim occurs. He reminded the members the more detail, the better and noted that the mobile link can be found on the JIF website for reporting ease.

Police Ad Hoc Committee – Mr. Garish stated that another Police Ad Hoc Committee meeting will be held in September.

Safety Bulletins – Mr. Garish commented that several bulletins were released in June. The bulletins were on *Stationary Work Zones, Ladder Safety, and Crush Zones*.

MSI Training – Mr. Garish stated that a list of 2018 training was just sent out.

General Safety – Mr. Garish reminded members to "police" parking lots. J.A. Montgomery can assist with any safety questions or concerns.

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

TREASURER'S REPORT

June Report

Mr. Hansen presented the Treasurer's Report for the period ending **June 30, 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	\$7,618.12	
Coupon Interest Payment		\$56,250.00
Unrealized Gain or Loss		<\$38,168.50>
Net Gain in Interest		\$25,699.63

Interest Accrual:	
Beginning Interest Accrual	\$92,092.03

Change in Accrued Interest	<\$21,990.30>
Ending Interest Accrual	\$70,101.73

Investment Balance:	
Beginning of Month	\$40,942,087.50
End of Month	\$40,903,919.00
Overall Yield	Positive 1.18 %

Portfolio	Percentage	Total
US Treasury Bonds & Notes	19.54%	\$7,992,599.00
US Government Agencies	80.46%	\$32,911,320.00

Receipt Activity for the Period:

	June	YTD
Subrogation Receipts	\$21,342.25	\$209,364.55
Recovery	\$2881.85	\$5,978.17
Interest	\$25,699.63	
2017 Assessments	\$0	\$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 \$1,090,842.85. A total of 451 checks were issued.

The claims detail is as follows:

	June
Direct Loss Payments	\$1,090,842.85
Adjustments	<\$1,407.49>
Less Recoveries	<\$21,342.25>
Net Total	\$1,068,094.11

Cash Activity for the Period

During the reporting month, the Fund's "Cash Position" changed from an opening balance of \$53,470,246.79 to a closing balance of \$52,198,548.23 showing a decrease in the Fund of \$1,271,698.56.

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

Member	6/30/17 unaudited– interest posted
Hamilton Township	\$40,260.38
Hammonton Town	\$124,780.06
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

Payment Register

Chair Samuelsen entertained a motion to approve the ***June 2017 Payment Register*** (Claims Activity) as presented.

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

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

ROLL CALL

Yeas:

Scott Wahl, **Avalon Borough**
 Ingrid Perez, **Hamilton Twp**
 Julie Picard, **Lower Twp**
 Scott Jett, **North Wildwood**
 Lucy Samuelsen, *Chair*, **Somers Point**
 James Goos, **Ventnor**
 Connie Mahon, *Sec*, **Wildwood Crest**

Nays:

None

Abstained:

None

Bill List –July

For the Executive Committee's consideration, Mr. Hansen presented the ***July 2017 Bill List*** in the amount of **\$1,136,903.26**.

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

Chair Samuelson entertained a motion to approve the ***July 2017 Bill List*** as presented.

Motion by Mr. Jett, seconded by Ms. Picard, to approve the ***July 2017 Bill List***.

ROLL CALL	<i>Yeas:</i>	Scott Wahl, Avalon Borough Ingrid Perez, Hamilton Twp Julie Picard, Lower Twp Scott Jett, North Wildwood Lucy Samuelson, <i>Chair</i> , Somers Point James Goos, Ventnor Connie Mahon, <i>Sec</i> , Wildwood Crest
	<i>Nays:</i>	None
	<i>Abstained:</i>	None

Motion carried by unanimous vote.

RMC Bill List –July

For the Executive Committee's consideration, Mr. Hansen presented the ***July 2017 RMC Bill List*** in the amount of **\$157,217.00**.

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

Chair Samuelson entertained a motion to approve the ***July 2017 RMC Bill List*** as presented.

Motion by Mr. Wahl, seconded by Ms. Picard, to approve the ***July 2017 RMC Bill List***.

ROLL CALL	<i>Yeas:</i>	Scott Wahl, Avalon Borough Ingrid Perez, Hamilton Twp Julie Picard, Lower Twp Scott Jett, North Wildwood Lucy Samuelson, <i>Chair</i> , Somers Point James Goos, Ventnor Connie Mahon, <i>Sec</i> , Wildwood Crest
	<i>Nays:</i>	None
	<i>Abstained:</i>	None

Motion carried by unanimous vote.

MISCELLANEOUS BUSINESS

Next Meeting

Chair Samuelsen reminded the members that an August meeting will not be held and the next regular meeting will be held on Wednesday, September 20, 2017 at 3:00 PM at Avalon Community Hall, Avalon, NJ.

Motion to Authorize Payment to Fund Vendors in August 2017

Chair Samuelsen entertained a motion to authorize payments to Fund Vendors in August 2017.

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

PRIMA Report

Chair Samuelsen asked that all members review Mr. Miller's report from the PRIMA Conference and thanked Mr. Miller for bringing this information back to the members.

PUBLIC COMMENT

Open Public Comment

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

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

Close Public Comment

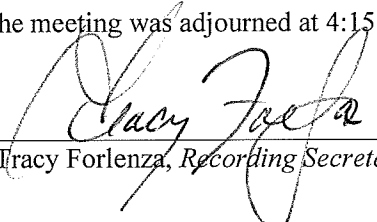
Chair Samuelsen entertained a motion to close the public comment.


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 July 19, 2017 meeting of the ACM JIF. Motion carried.

The meeting was adjourned at 4:15 PM.


Tracy Forlenza, Recording Secretary for


Constance Mahon, Secretary