



ATLANTIC COUNTY PUBLIC LIBRARY

40 Farragut Ave

Mays Landing, New Jersey

February 15, 2017–3:00PM

OPEN SESSION MINUTES

The regular meeting of the Atlantic County Municipal Joint Insurance Fund (ACM JIF) was held on February 15, 2017, at Atlantic County Library – Mays Landing Branch, 40 Farragut Ave, Mays Landing, New Jersey at 3PM, prevailing time. *Chair Samuelsen, 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:

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**
Karen Seifrit, **Deerfield Twp**
Glenn Clarke, **Dennis Twp**
Bob Campbell, **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**
Regina Burke, **Millville City**
Dawn Stollenwerk, **Mullica Twp**
Rachel Zaccaria, **Newfield Borough**

Scott Jett, **North Wildwood City**
Jim Dickinson, **Northfield City**
Stephen Wilkins, **Pleasantville City** (*arrived after roll call*)
Kellie Seib, **Sea Isle City**
Lucy Samuelson, **Somers Point City**
Jim Craft, **Stone Harbor Borough**
Teri Smuz, **Upper Twp**
Roy Spoltore, **Upper Deerfield Twp**
Jim Goos, **Ventnor City**
Susan Danson, *Alt.*, **Waterford Twp**
Lauren Vitelli, **West Cape May Borough**
Chris Ridings, **West Wildwood City**
DJ Ayres, **Weymouth Twp** (*arrived after roll call*)
Connie Mahon, **Wildwood Crest Borough**

Absent were:

John Armstrong, **Absecon City**
Karen Blowers, **Brigantine City**
Patricia Gatto, **Folsom Borough**
Liz Woods, **Ocean City**
Chris Wood, **Wildwood City**
Lisa Garrison, **Woodbine Borough**

Also present were:

Paul J. Miola, 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
Tim Sheehan, Safety, *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
Hardenberg Insurance
Insurance Agencies Inc.
Marsh & McLennan Agency
McMahon Agency, Inc.
Siracusa-Kauffman Insurance

Absent RMCs were:

BCA Insurance
Thomas Heist Insurance Agency
William R. Mints Agency

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

OATHS OF OFFICE

Oaths of Office were administered by Mr. DeWeese, Fund Solicitor, to James Goos and Scott Wahl for the 2017 Fund Year.

The *Oaths of Office* were signed and presented to the Fund Solicitor.

APPROVAL OF MINUTES – OPEN SESSION

Chair Samuelson entertained a motion to approve the meeting minutes of the January 18, 2017 Executive Committee Meeting as presented.

Motion by Mr. Goss, seconded by Ms. Perez, to approve the meeting minutes of the January 18, 2017 Executive Committee Meeting as presented. 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 January 18, 2017 Meeting of the Fund as presented.

Motion by Ms. Perez, seconded by Ms. Mahon, to approve the Closed Session minutes of the January 18, 2017 Executive Committee Meeting as presented. All in favor. Motion carried.

The Closed Session meeting minutes of the January 18, 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 #2017-21

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 2017-21* as presented.

Motion by Ms. Mahon, seconded by Ms. Perez to adopt *Resolution 2017-21*.

ROLL CALL **Yeas:** Ingrid Perez, **Hamilton Twp**
Julie Picard, **Lower Twp**
Scott Jett, **North Wildwood**
Lucy Samuelsen, *Chair*, **Somers Pt**
Jim Goos, **Ventnor City**
Chris Ridings, **West Wildwood**
Connie Mahon, *Sec*, **Wildwood Crest**

Nays: None

Abstained: None

All in favor. Motion carried by unanimous vote.

REOPEN PUBLIC PORTION OF THE MEETING

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

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

AUTHORIZATION OF CLAIMS PAYMENTS

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

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

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

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

January 2017 PARs:

<i>Workers' Compensation</i>	<i>General Liability</i>	<i>Property</i>
001249501	1196142 1-3	2017089982
001250461		2017090884
001251525		
2017089337		
2017090575		
001253356		
001237715		
001196602		
001264261		
001198659		
2017091071-01 2017091062-02 2017091146-03		

001252818		
2017091119		

ROLL CALL *Yeas:* Ingrid Perez, **Hamilton Twp**
 Julie Picard, **Lower Twp**
 Scott Jett, **North Wildwood**
 Lucy Samuelson, *Chair*, **Somers Pt**
 Jim Goos, **Ventnor City**
 Chris Ridings, **West Wildwood**
 Connie Mahon, *Sec*, **Wildwood Crest**

Nays: None

Abstain: None

All in favor. Motion carried by unanimous vote.

ABANDON SUBROGATION

There was no subrogation to abandon.

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 – February

Mr. Roselli reported that the *Lessons Learned from Losses* this month reviewed 10 steps by municipalities to demolish unfit structures. He reported to the members that recently the JIF paid a claim because a member tore down a structure without following the proper procedures, which are statutory requirements, prior to demolition.

Mr. Roselli noted that page 22 lists the 10 steps required to be followed and he can provide more detail if needed. He stated that in this recent case, the member could not produce the green register mail receipt card confirming it had properly noticed the owner. He noted the importance of retaining all documentation when undertaking this process.

Mr. Roselli reminded the members to review this bulletin 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 January 2017.

Lost Time v. Medical Only Cases

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

	<i>Jan</i>	<i>YTD</i>
<i>Lost Time</i>	5	5
<i>Medical Only</i>	38	38
<i>Report Only</i>	15	15
<i>Total Intakes(New Claims)</i>	58	58
<i>Report Only % of Total</i>	25.9%	25.9%
<i>Medical Only/Lost Time Ratio</i>	88:12	88:12
<i>Average Days to Report</i>	1	1

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>	559
<i>Transitional Duty Days Worked</i>	375
<i>% of Transitional Duty Days Worked</i>	67.1%
<i>Transitional Duty Days Not Accommodated</i>	184
<i>% of Transitional Duty Days Not Accommodated</i>	32.9%

PPO Penetration Report:

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

<i>PPO Penetration Rate</i>	<i>Jan</i>	<i>YTD</i>
<i>Bill Count</i>	306	306
<i>Original Provider Charges</i>	\$726,117.25	\$726,117.25
<i>Re-priced Bill Amount</i>	\$255,420.94	\$255,420.94
<i>Savings</i>	\$470,696.31	\$470,696.31
<i>% of Savings</i>	64.8%	64.8%
<i>Participating Provider Penetration Rate- Bill count</i>	97.1%	97.1%
<i>Participating Provider Penetration Rate-Provider Charges</i>	99.5%	99.5%
<i>EPO Penetration Rate – Bill Count</i>	87.8%	87.8%
<i>EPO Penetration Rate –Provider Charges</i>	97.0%	97.0%

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 February. He noted that a synopsis can be found in the agenda packet and provided the following brief synopsis of each:

<i>Closed Case</i>	<i>Description</i>
<i>Bartee v. Township of Middle</i>	Civil Rights and False Imprisonment. Defense Counsel, Thomas Reynolds, Esquire was assigned and Motion to Dismiss after several other Motions and complaints. Motion was granted.
<i>Wurst v. City of Ocean City</i>	Bike and Fall. Assigned Defense Counsel, Robert Merenich, Esquire proceeded to arbitration hearing. Defense counsel retained liability expert and filed Motion for Summary Judgment which was granted, with prejudice.
<i>DeLuccia-Trower v. Twp of Egg Harbor</i>	Auto Accident. Assigned Defense Counsel, L. Patricia Sampoli, Esquire, negotiated the arbitration hearing. Defense Counsel negotiated the settlement for payment of \$75,000 with Atlantic County contributing \$25,000.
<i>Holroyd v. Cheap Charlie's Pacific LLC v. City of Wildwood</i>	Slip and Fall. Assigned Defense Counsel, James Birchmeier, Esquire, filed a Motion for Summary Judgment which was granted based upon Plaintiff's failure to establish that the commemorative plaque amounted to a dangerous condition compensable under Title 59.
<i>Molineaux v. City of Linwood</i>	Flooding home. Assigned Defense Counsel, Robert Merenich, Esquire filed several Motions which were denied. A global settlement was reached with carrier for Lafayette Utility Construction issuing payment of \$5,000 with Linwood making no financial contribution.

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

General Liability File Status Report

Mr. DeWeese reported that there are 81 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 reminded the Committee that there is over \$2.1 million in outstanding judgments which he is actively trying to collect.

Bona Fide Offer Program

Mr. DeWeese explained that Bona Fide offer program is used by Qual-Lynx and the WC defense panel. Under the program, they advance offers to claimants in cases where there is exposure in order to reduce the amount of petition's attorney fees that has to be paid out of the overall settlement. He stated that in 2016, \$19,259.69 was saved on 14 files where the program was utilized.

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

COMMITTEE REPORTS

Nothing to report.

WELLNESS DIRECTOR'S REPORT

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

She provided ideas to members that they can use to help improve their employees' health. Her report details the members having different upcoming activities and ideas. She discussed that the wellness committee meetings are going well and help initiate wellness activities.

Ms. Smith reported that a firefighter who attended a wellness meeting told her this: "Please understand the uniqueness of the firefighter's profession regarding physical demands and schedule. The concept of this program is needed."

Ms. Smith reported that Sea Isle City had the Mammogram Mobile come. Any member can arrange this service at no cost to the member.

She reported that Weymouth is scheduling a health fair and Waterford employees joined a health club. Longport is planning "lunch and learns" with this month's focus on exercising with dyno-bands. Millville will be having a chiropractor come and speak about living longer and healthier.

Ms. Smith noted that the February newsletter was sent via email and is on the website.

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:

Welcome New Fund Commissioners - Mr. Miola welcomed new Fund Commissioners and let them know that he would provide them with an overview of the JIF at any time if they contact his office.

Lost Time Accident Frequency Report – Mr. Miola stated that the report was not ready this month and would be included in his report next month.

Certificates of Insurance – Mr. Miola reported that the certificates of insurance are included in the agenda packet and asked that they be made part of the minutes of today's meeting.

2016 Safety Incentive Program – Mr. Miola noted that a letter will be 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.

Employment Practices Liability Coverage – Mr. Miola reported that this spreadsheet was a handout this evening as it was omitted from the agenda accidentally.

EPL Allowance – Mr. Miola asked members to review the report. He noted the program will be expanded this year. He stated that the deadline to claim or encumber these funds is December 31, 2017.

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

Financial Fast Track Report – Mr. Miola commented that the financial fast track report was not ready for a handout this evening and will be available next month.

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

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

Skateboard Park Approval – Mr. Miola reminded the members that any new skate park or fixing an existing one must be reported immediately to the JIF so that coverage can be provided.

Capehart & Scatchard Updates – Mr. Miola noted that Capehart & Scatchard updates are included in the agenda.

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.

Elected Officials – Mr. Miola reported there are two sessions remaining; tomorrow, February 16th at Merighi's and March 29 at O'Connor's.

Inclement Weather – Mr. Miola reminded the members of the Fund’s inclement weather hotline as we move into the winter months.

Police Accreditation Announcements – Mr. Miola stated that emails were sent out to all clerks and RMCS’s regarding reimbursement for the Police Accreditation program so please forward to the police chiefs.

Financial Disclosure Form – Mr. Miola reminded the members that all Fund Commissioners must complete the online process. He noted that if anyone needs assistance to please contact the Executive Director’s office.

Payroll Audits and Property Appraisals - Mr. Miola reported that both of these processes are underway for the 2018 Renewal.

PRIMA/AGRIP – Mr. Miola stated that information on attending these conferences was sent to eligible Fund Commissioners via email in December and February.

2017 Safety Breakfast Kickoff – Mr. Miola commented that there is a *Save the Date* on page 86. He stated the date is April 6, 2017 at Merighi’s in Vineland. RSVP forms will be emailed in early March.

Safety Coordinator & Claims Coordinator Roundtable – Mr. Miola commented that this was originally scheduled for February 9, 2017 at Merighi’s, but due to bad weather it was rescheduled for March 3, 2017.

Community Safety Leadership – Mr. Miola noted that the Community Safety Leadership: Management of Special Events booklet was revised by Mr. Forlenza and distributed to all municipal clerks. The clerks should share with the Fund Commissioners and Safety Coordinators.

Technology Risk Assessments – Mr. Miola noted that the technology risk assessments (cyber audits) have been completed and will be mailed out to members. He announced that there will be a special webinar held to go over the report. He further stated that some new policies and procedures will be developed due to the findings.

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

New Member Activity – Mr. Miola noted that Middle Township’s Fire District #3 applied to the JIF. If approved for coverage, the fire district will be an additional insured of Middle Township.

30th Anniversary Lunch – Mr. Miola reminded members to RSVP to the 30th Anniversary lunch.

Mr. Miola asked if there were any questions at this time. Mr. Jett asked if anyone else was having issues accessing Exigis. No members commented. Mr. Miola stated that we will be in touch to assist Mr. Jett with the issues. No other questions were entertained.

MEL/RCF REPORTS

MEL

Mr. Hirsch noted that the agenda contains MEL bulletin 17-01 on pages 87 & 88 and all Bulletins are on the MEL website (the link to the MEL website can be found on the www.acmjif.org).

Mr. Hirsch reported the next meeting is March 1, 2017.

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

SAFETY DIRECTOR'S REPORT

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

Safety Bulletin – Mr. Sheehan commented that three bulletins were released in January. The bulletins were on Best Practices for Snow Emergencies; Conducting MVR Records Checks, and OSHA Recordkeeping Annual Reminder.

NJOSH 300A Log – Mr. Sheehan reminded members that the 300A Log must be posted in a visible area where employee notices are posted.

Webinars – Mr. Sheehan noted that there are several upcoming webinars of importance.

Cyber Security Alert – Mr. Sheehan commented on a Cyber Security alert recently sent out to the members.

MSI Training – Mr. Sheehan stated that a list of training classes for February, March and April are included in his report.

Fast Track– Mr. Sheehan reported that the fast track sessions are listed in his report.

Mr. Miola announced to the members that the OSHA 300 reports can be produced by Qual-Lynx. Mr. Roselli noted that he can send these out to each member at the end of year. Mr. Sheehan stated that this is the number one cited OSHA violation – no NJOSH 300A log.

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

TREASURER'S REPORT

January Report

Mr. Hansen presented the Treasurer's Report for the period ending **January 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	\$3,356.20	
Investment Management Fee Charged	<\$1,669.62>	
Net Interest Received		\$1,689.58

Coupon Interest Payment		\$11,375.00
Realized Gain or Loss		\$23,775.00
Misc. rounding		<.01>
Net Gain in Interest		\$36,839.58

Interest Accrual:	
Beginning Interest Accrual	\$60,513.85
Change in Accrued Interest	\$15,933.35
Ending Interest Accrual	\$76,447.20

Investment Balance:	
Beginning of Month	\$36,428,045.00
End of Month	\$35,951,820.00
Investment called	0
Investment Purchased	0
Overall Yield	Positive 1.19%

Portfolio	Quantity	Total
1-2 Years (maturing in 2017)	4	\$19,013,820
2+ Years (maturing in 2018)	3	\$13,938,000

Receipt Activity for the Period:

	January	YTD
Subrogation Receipts	\$77,001.04	\$77,001.04
Interest	\$36,839.58	
Other	\$993.66	
2017 Assessments	\$552,870.00	

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 \$852,495.44. A total of 654 checks were issued.

The claims detail is as follows:

	January
Direct Loss Payments	\$852,495.44
Adjustments	<\$12,697.00>
Less Recoveries	<\$77,001.04>
Net Total	\$762,797.40

*\$224.78 is reported as deposit but not received by treasurer.

Cash Activity for the Period

During the reporting month, the Fund's "Cash Position" changed from an opening balance of \$53,692,880.58 to a closing balance of \$52,333,826.74 showing a decrease in the Fund of \$1,359,053.84.

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

Member	1/31/17 unaudited– interest NOT posted
Hamilton Township	\$40,046.38
Hammonton Town	\$55,740.83
Middle Township	\$49,999.72
Mullica Township	\$25,622.00
Pleasantville City	\$81,935.50
Upper Deerfield Township	\$30,938.55
Waterford Township	\$25,845.04
Upper Township	\$21,295.68
Stone Harbor	\$8,694.70
Total	\$340,118.40

Mr. Hansen noted that all dividends added to the AELCF are now included in the above totals.

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 expense account at TD is closed. He stated that TD wealth will be closed by March 31, 2017; Impress account will be closed when the majority of the outstanding checks have been cancelled and voided; and there are 28 checks outstanding. He further stated that the Investor's accounts have been set up. He now has remote capture for the deposits of checks.

Mr. Hansen reminded the members that the checks need to say ACM JIF or Atlantic County Municipal JIF; please do not include the MEL in the title.

2017 First Quarter Assessments

Mr. Hansen noted these are due February 15, 2017 (today) and there are 10 members still outstanding.

Payment Register

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

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

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

ROLL CALL	<i>Yeas:</i>	Ingrid Perez, Hamilton Twp Julie Picard, Lower Twp Scott Jett, North Wildwood Lucy Samuelson, <i>Chair</i> , Somers Pt Jim Goos, Ventnor City Chris Ridings, West Wildwood Connie Mahon, <i>Sec</i> , Wildwood Crest
	<i>Nays:</i>	None
	<i>Abstained:</i>	None

Bill List –February

For the Executive Committee's consideration, Mr. Hansen presented the *February 2017 Bill List* in the amount of **\$1,412,112.64**.

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

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

Motion by Mr. Ridings, seconded by Ms. Picard, to approve the *February 2017 Bill List*.

ROLL CALL	<i>Yeas:</i>	Ingrid Perez, Hamilton Twp
------------------	---------------------	-----------------------------------

Julie Picard, **Lower Twp**
Scott Jett, **North Wildwood**
Lucy Samuelson, *Chair*, **Somers Pt**
Jim Goos, **Ventnor City**
Chris Ridings, **West Wildwood**
Connie Mahon, *Sec*, **Wildwood Crest**

Nays: None
Abstained: None

Motion carried by unanimous vote.

RMC Bill List –February

For the Executive Committee's consideration, Mr. Hansen presented the ***February 2017 RMC Bill List*** in the amount of **\$122,956.00**.

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

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

Motion by Mr. Ridings, seconded by Mr. Jett, to approve the ***February 2017 RMC Bill List***.

ROLL CALL

Yeas: Ingrid Perez, **Hamilton Twp**
Julie Picard, **Lower Twp**
Scott Jett, **North Wildwood**
Lucy Samuelson, *Chair*, **Somers Pt**
Jim Goos, **Ventnor City**
Chris Ridings, **West Wildwood**
Connie Mahon, *Sec*, **Wildwood Crest**

Nays: None
Abstained: None

Motion carried by unanimous vote.

MISCELLANEOUS BUSINESS

Welcome New Fund Commissioners

Chair Samuelson welcomed new fund commissioners: Bill Nimohay, Buena Borough, Carol Foster, Corbin City and Regina Burke, City of Millville.

Next Meeting

Chair Samuelson reminded the members that the next regular meeting will be held on **Wednesday, March 15, 2017 at 12:00 PM** at Greate Bay Country Club, Somers Point, NJ. She reminded everyone that this is the lunch to celebrate the 30th anniversary of the JIF which will be directly following the meeting.

PUBLIC COMMENT

Open Public Comment

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

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

Close Public Comment

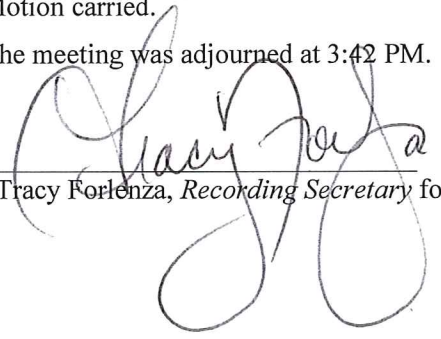
Chair Samuelson entertained a motion to close the public comment.

Motion by Ms. Perez, seconded by Ms. Mahon, 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 February 15, 2017 meeting of the ACM JIF. Motion carried.

The meeting was adjourned at 3:42 PM.


Tracy Forlenza, Recording Secretary for


Connie Mahon, Secretary