



## ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND

*The Flanders Hotel, Ocean City, NJ*

October 19, 2022 at 3:00 PM

*OPEN SESSION MINUTES*

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The regular meeting of the Atlantic County Municipal Joint Insurance Fund (ACM JIF) was held at The Flanders Hotel, Ocean City, NJ on October 19, 2022 at 3:00 PM, prevailing time. Chair Jim Craft, Stone Harbor, 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 of 2022 FUND COMMISSIONERS***

Those in attendance were:

Jessica Thompson, **Absecon City**  
Scott Wahl, **Avalon Borough**  
Mollye O'Neill, **Brigantine City**  
Bill Nimohay **Buena Borough**  
Colin Smith, *Alt.*, **Cape May City**  
Ed Grant, **Cape May Point**  
Heather Sparks, **Commercial Twp.**  
LaVerne Kirn, **Corbin City**  
Dawn Marie Bascelli, **Deerfield Twp.**  
Jessica Bishop, **Dennis Twp.**  
Jeff Mayfield., **Egg Harbor Twp.**  
Lekisha Roberson, **Estell Manor City**  
Patricia Gatto, **Folsom Borough**  
Alim Parks, Sr., **Galloway Twp.**  
Sue Giberson, **Hamilton Twp.**  
Leigh Ann Napoli, **Linwood City**  
Rich Hirsch, **Longport Borough**  
Karen Fournier, **Lower Twp.**  
Dan Adams, *Alt.*, **Margate City**  
Varvara Keun, **Middle Twp.**  
Dawn Stollenwerk, **Mullica Twp.**  
Jared Marandino, **Newfield Borough**  
Jennifer VanSant, **North Wildwood City**  
Mary Canesi, **Northfield City**  
Liz Woods, *Secretary*, **Ocean City**

Skip Williams, **Pleasantville City**  
Kellie Seib, **Sea Isle City**  
Lucy Samuelson, **Somers Point City**  
Jim Craft, *Chair*, **Stone Harbor Borough**  
Roy Spoltore, **Upper Deerfield Twp.**  
Joe Iannuzzelli, *Alt.*, **Ventnor City**  
Michael Dougherty, **Waterford Twp.**  
Elaine Crowley, **West Wildwood City**  
DJ Ayres, **Weymouth Twp.**  
Steve O'Connor, **Wildwood City**  
Connie Mahon, **Wildwood Crest**  
Alex Bauer, **Woodbine Borough**

Absent were:

Bob Campbell, **Downe Twp.**  
Ray Compari, **Millville City**  
Gary DeMarzo, **Upper Twp.**  
Lauren Vitelli, **West Cape May Borough**

Present Fund Professionals were:

Paul A. Forlenza, MGA, Executive Director, *RPA a Division of Gallagher*  
Paul J. Miola, CPCU, ARM, Deputy Executive Director, *RPA a Division of Gallagher*  
Kamini Patel, MBA, CIC, CPCU, AIDA®, Program Director, *RPA a Division of Gallagher*  
Tracy Forlenza, Recording Secretary  
Christopher Roselli, Account Manager, *Qual-Lynx*  
Karen Beatty, Client Services Manager, *Qual-Lynx*  
Christopher J. Winter, Sr, CPM, Law Enforcement Risk Management Consultant  
Keith Hummel, Safety Director, *J.A. Montgomery Consulting*  
Robert Garish, Assistant Director of Public Sector, *J.A. Montgomery Consulting*  
David DeWeese, Esquire, Fund Attorney, *The DeWeese Law Firm, P.C.*  
John Hansen, Fund Treasurer  
Jordan Simone, COTA/L, CHC, RYT-200, Wellness Director

Absent Fund Professionals were: None

Present Risk Management Consultants were:

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

Absent Risk Management Consultants were:

Assured Partners  
BCA Insurance

Thomas Heist Insurance Agency  
Siracusa-Kauffman Insurance

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

***MOVE UP ALTERNATES***

In absence of Ms. Vitelli, West Cape May, Chair Craft moved up Executive Committee Alternate Mr. Wahl, Avalon, for voting purposes.

***APPROVAL OF MINUTES – OPEN SESSION***

Chair Craft entertained a motion to approve the meeting minutes of the September 21, 2022 Executive Committee Meeting.

Motion by Ms. Bishop, seconded by Ms. Canesi, to approve the meeting minutes of the September 21, 2022 Executive Committee Meeting as presented. All in Favor. Motion carried by unanimous vote.

***APPROVAL OF MINUTES – CLOSED SESSION***

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

Chair Craft entertained a motion to adopt the Closed Session Meeting Minutes of the September 21, 2022 Executive Committee meeting.

Motion by Ms. Bishop, seconded by Mr. Wahl, to approve the Closed Session minutes of the September 21, 2022 Executive Committee meeting as presented. All in Favor. Motion carried by unanimous vote.

The Closed Session meeting minutes of the September 21, 2022 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 #2022-45***

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 Craft entertained a motion to adopt *Closed Session Resolution 2022-45*.

Motion by Ms. Woods, seconded by Mr. Wahl, to adopt *Resolution 2022-45* as presented.

**ROLL CALL**

***Yeas:***

Scott Wahl, **Avalon**  
Heather Sparks, **Commercial Twp.**  
Jessica Bishop, **Dennis Twp.**  
Liz Woods, **Sec, Ocean City**  
Mary Canesi, **Northfield**  
Jim Craft, **Chair Stone Harbor**  
Roy Spoltore, **Upper Deerfield Twp.**

***Nays:***

None

***Abstained:***

None

All in favor. Motion carried by unanimous vote.

**REOPEN PUBLIC PORTION OF THE MEETING**

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

Motion by Ms. Woods, seconded by Ms. Canesi, to reopen the public portion of the meeting. All in favor. Motion carried.

**AUTHORIZATION OF CLAIMS PAYMENTS**

The claims for payment were presented as discussed in *Closed Session*.

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

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

Motion by Ms. Bishop, seconded by Ms. Canesi to approve the claims payments as discussed in *Closed Session*.

They are as follows:

**September 2022 PARs:**

<i>Workers' Compensation</i>	<i>General Liability</i>	<i>Property</i>
2020183913	2020192062	2023280391
MLT-2021228109 (01-04)		2021225215
2019175917		
2019167196		
2023279959		
2022263037		
2019165178		
2022244042		
2020180629		
2023277802		
2023279027		
2022275826		
2022263300		
MLT-2023281577 (01-04)		
2022264257		
2023279524		
2021215935		
2021228367		
2022269526		

**ROLL CALL**

*Yeas:*

Scott Wahl, **Avalon**  
 Heather Sparks, **Commercial Twp.**  
 Jessica Bishop, **Dennis Twp.**  
 Liz Woods, *Sec.*, **Ocean City**  
 Mary Canesi, **Northfield**  
 Jim Craft, *Chair* **Stone Harbor**  
 Roy Spoltore, **Upper Deerfield Twp.**

*Nays:*

None

*Abstain:*

None

All in favor. Motion carried by unanimous vote.

**ABANDON SUBROGATION**

The following files were presented by Secretary Woods for abandonment of subrogation this month:

<b>Qual-Lynx Files</b>
2021237448

Motion by Ms. Woods, seconded by Ms. Canesi to abandon subrogation on the presented Qual-Lynx files.

**ROLL CALL**

**Yeas:** Scott Wahl, **Avalon**  
 Heather Sparks, **Commercial Twp.**  
 Jessica Bishop, **Dennis Twp.**  
 Liz Woods, *Sec*, **Ocean City**  
 Mary Canesi, **Northfield**  
 Jim Craft, *Chair* **Stone Harbor**  
 Roy Spoltore, **Upper Deerfield Twp.**

**Nays:** None

**Abstain:** None

All in favor. Motion carried by unanimous vote.

**CLAIMS REVIEW COMMITTEE REPORT – OPEN SESSION ITEMS**

Secretary Woods noted that there was nothing for open session.

**CLAIMS ADMINISTRATOR'S REPORT**

**Lessons Learned from Losses – October**

Mr. Roselli reported that the *Lessons Learned from Losses* this month focuses on truck safety. He asked members to review the truck safety bulletin in the agenda.

Mr. Roselli reminded the members to maintain three points of contact at all times. He reiterated that some claims can be prevented by doing things differently. He asked members to put this bulleting somewhere that the public works employees or others driving trucks will see it daily. He also noted that it was suggested to turn the three point contact image into a magnet or sticker and place them around the vehicle as reminders.

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

**MANAGED HEALTH CARE REPORT**

**Lost Time v. Medical Only Cases**

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

	<b>Sept</b>	<b>YTD</b>
<i>Total Intakes (New Claims)</i>	76	796
<i>Report Only</i>	30	329
<i>Report Only % of Total</i>	39%	41%

<i>Medical Only</i>	40	357
<i>Lost Time</i>	6	106
<i>Medical Only/Lost Time Ratio</i>	87:13	77:23
<i>Occupational, Claim Petition, Cancer Presumption</i>	0	4
<i>COVID-19</i>	2	186
<i>Average Days to Report to QL</i>	3.9	5.7
<i>Average Days to Report to employer</i>	0.4	0.8

***PPO Penetration Report:***

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

<b><i>PPO Penetration Rate</i></b>	<b><i>Sept</i></b>	<b><i>YTD</i></b>
<i>Bill Count</i>	540	4,695
<i>Original Provider Charges</i>	\$467,852	\$5,693,677
<i>Re-priced Bill Amount</i>	\$158,438	\$2,087,633
<i>Savings</i>	\$309,415	\$3,606,044
<i>% of Savings</i>	66%	63%
<i>Participating Provider Penetration Rate- Bill count</i>	94%	93%
<i>Participating Provider Penetration Rate-Provider Charges</i>	95%	93%
<i>EPO Penetration Rate – Bill Count</i>	94%	93%
<i>EPO Penetration Rate –Provider Charges</i>	96%	95%

***Transitional Duty Report***

Ms. Beatty presented the *Transitional Duty reports*.

<b><i>Transitional Duty Summary Report</i></b>	<b><i>YTD</i></b>
<i>Transitional Duty Days Available</i>	6,040
<i>Transitional Duty Days Worked</i>	4,455
<i>% of Transitional Duty Days Worked</i>	74%
<i>Money Saved by Accommodating</i>	\$438,530
<i>Transitional Duty Days NOT Accommodated</i>	1,585
<i>% of Transitional Duty Days NOT Accommodated</i>	26%
<i>Cost of Days NOT Accommodated</i>	\$175,538

Ms. Beatty reminded the members of the Managed Care “quick notes”. This shares examples of behind the scenes managed care activities.

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

***LAW ENFORCEMENT LIABILITY CONSULTANT REPORT***

Mr. Winter noted his report outlines activity for the month. He stated that Policy and Procedure requests have been received and documents have been forwarded to requesting agencies and will continue.

Mr. Winter stated that he is teaching a class on *Managing Aggressive Behavior* which is scheduled for December 15, 2022 from 8:30am to noon at Atlantic County Police Academy with 40 attendees max.

Mr. Winter noted that he forwards his activity reports to the Fund Commissioners and police chiefs.

Mr. Winter asked if there are any questions. No questions were entertained.

### ***SOLICITOR'S REPORT***

#### ***Closed Claims***

Mr. DeWeese noted that there were two (2) cases closed since his last report. He then reviewed the outcomes.

#### ***MEL EPL Helpline***

Mr. DeWeese stated that there is a reminder regarding the MEL EPL Helpline in the agenda. He also urged members to review the MEL EPL Helpline Authorized Contact list and make certain that the individuals listed is accurate. The resolution to make changes is on the ACM JIF website.

#### ***GL Cases***

Mr. DeWeese noted that there are currently 94 active GL cases which includes 21 civil rights cases.

Mr. DeWeese entertained any questions. No questions were entertained.

### ***COMMITTEE REPORTS***

No Committee Reports

### ***WELLNESS DIRECTOR REPORT***

Ms. Simone stated that her report is included in the agenda packet. She encouraged the members to read through her materials beginning on page 35 and share it with the employees. She included a 4<sup>th</sup> Quarter Observance calendar and "meatless Monday challenge".

Ms. Simone noted that Wellness Coordinator brain storming session and Wellness Advisory Committee meetings were held in September.

Ms. Simone asked members to reach out if they have questions with how to proceed using their wellness funds this year. She included wellness activities for members to try. She reminded members to encumber or use their wellness funds by December 31, 2022.

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

### ***EXECUTIVE DIRECTOR'S REPORT***

***Clerk Access for Origami*** – Mr. Forlenza informed members that earlier today all clerks received an email noting they now have access to Origami. The instructions for accessing the coverage policies were included. He reminded members to download the documents and retain for at least 20 years. If you have any issues, please contact his office.

***Certificates of Insurance*** - Mr. Forlenza noted that there are lists of certificates of insurance issued included in the agenda. He asked members to review and please make sure that these were requested by your municipality and issued properly. If you need assistance, please contact your Risk Manager. Members can also reach out to Ed Cooney at the Underwriter's office if there are any questions.

***Safety, OSB, Wellness and EPL/Cyber Reimbursement***- Mr. Forlenza stated that all SIP, OSB, Wellness and EPL/Cyber funds for 2022 are listed in the agenda. He asked members not to wait until the end of the

year to submit their reimbursement requests. Members must encumber or spend the funds by December 31, 2022.

**MEL Cyber Risk Management Plan Compliance Status** – Mr. Forlenza reported that on page 62-63 there is a report and shows all the MEL affiliated JIFs status that are part of the program. This program is version 2. He noted that 21 members have not done anything in regards to compliance in the tiers meaning they are not in compliance with the most basic cyber security standards. This has been discussed for over three years and programs have been in place for five years to enhance members' cyber security profile. He urged members that are still working towards completing a tier to move "tier compliance" to the top of their to-do list as it is essential prior to January 1, 2023. Those members NOT in compliance with any tier by January 1, 2023, will need to complete the revised tiers and the expanded standards. These members will need to adhere to these new tiers and standards for compliance. He asked the members to filter this information back to their governing bodies. He also offered his assistance/direction for compliance.

**Statutory Bonds** - Mr. Forlenza noted that there are statutory positions that require individual bonds so please review the checklist on pages 64-66 as it is the individual, not the position, which is bonded. He noted that all statutory bonds are re-underwritten once every three years so the renewing members have receive notification with an application from the Fund Underwriter's office. Mr. Forlenza also noted that he is aware of a few members who applied and did not meet the guidelines. He reminded members that failure to meet the **November 1, 2022** deadline to complete the application may result in an issuance of non-renewal notice. Please contact the MEL underwriter, Ed Cooney, with questions at [ecooney@connerstrong.com](mailto:ecooney@connerstrong.com).

**Elected Officials Training** – Mr. Forlenza reminded the members that the Fund will be sponsoring Elected Officials training with both in-person and virtual options. The MEL will reduce each member's 2023 MEL Assessment by \$250 for each municipal elected official who attends one of the training sessions. This credit will also be extended to the member's CEO (i.e. Municipal Manager or Administrator) again this year. The total credit is limited to 5% of a member's 2023 MEL Assessment. Once information is available regarding the training, a notice will be sent out to all members.

**Model RFQ for RMCs** – Mr. Forlenza stated that yesterday a model RFQ for Risk Management Consultants were emailed to all members. He noted that it outlines the services you should be getting from your RMC. He reminded the members that this RFQ allows for them to choose qualifications instead of pricing.

**RMC Resolutions and Agreements** – Mr. Forlenza noted that the RMC resolutions and agreements for 2023 will be emailed on or about Friday October 21, 2022 to all Risk Managers and Fund Commissioners. Agreements need to be executed for each member for the 2023 Fund Year. The first payment to Risk Management Consultants is scheduled for February 2023 so all executed documents must be submitted before payment could be made.

**3<sup>rd</sup> Quarter Attendance** – Mr. Forlenza directed members to a report detailing attendance records through the 3<sup>rd</sup> quarter of the 2022 Fund year. As the attendance is taken directly from the minutes, please contact the recording secretary, Tracy Forlenza at [Tracy\\_Forlenza@RPAdmin.com](mailto:Tracy_Forlenza@RPAdmin.com) with any questions or concerns.

**Surplus Release** – Mr. Forlenza noted that all members who are eligible to receive a share of this year's surplus release will receive a notification from Tracy Forlenza in regards to their balance and options for collecting their portion of the surplus. All members are asked to respond to Tracy as to the disposition of their portion of the surplus no later than **November 30, 2022**.

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

### **MEL/RCF REPORTS**

Mr. Hirsch noted that the RCF introduced their budget and has a 2% increase over last year. He stated they also approved the transfer of the 2018 Fund Year to the RCF.



Mr. Hirsch also updated members the MEL 2023 was introduced with a 16.3% increase over last year. He stated that several factors affected this increase including statutory changes and the pension offset change. He noted that has the highest WC rates in the Country.

Mr. Hirsch noted that the MEL decided not to renew the Middlesex JIF for 2023. He stated that Middlesex JIF did not comply with the mandatory outstanding items and therefore will not be renewed.

Mr. Hirsch reported that Safety National is close to settling their dispute with the MEL regarding COVID related expenses. Mr. Forlenza added that there will be an initial payment and then there will be additional money based on long haulers with a 75% and 25% cost split for future claims.

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

***Resolution 2022-46 ACM JIF to join NJ Cyber JIF for 3 Years***

Chair Craft entertained a motion to adopt resolution 2022-46 ACM JIF to join NJ Cyber JIF for a 3 year term beginning January 1, 2023 Subject to Approval of Assessment.

Ms. Stollenwerk commented that she would like more information for the Cyber JIF including the bylaws and the fund professionals being appointed, including their cost. She also noted that she would like to know what credit the ACM JIF is receiving for cyber related services which they are already providing to their members. Mr. Forlenza stated that he has most of the items at his office. He stated that the members will be getting a per member credit for those services. He noted that most fund professionals will be appointed non-fair and open for one year until the Cyber JIF can complete an RFP for 2024. He also reported that the Cyber JIF budget is approximately \$7 million with administrative costs less than 10%. He noted that the ACM Cyber JIF representative will provide input on behalf of the ACM JIF members. A discussion ensued with Mr. Forlenza and Mr. Miola providing information regarding the Cyber JIF. Mr. Forlenza confirmed that if the ACM JIF does not join the Cyber JIF, each member will need to obtain cyber coverage on their own.

Ms. Stollenwerk as well as some other members did not feel comfortable voting on this resolution without the requested information. Resolution 2022-46 was tabled until November's Executive Committee meeting until such time that Mr. Forlenza could provide members the preliminary budget, fund professionals and bylaws.

***SAFETY DIRECTOR'S REPORT***

Mr. Garish stated that the Safety Director's Report begins on page 85. He stated that the report is self-explanatory.

Mr. Garish stated that the loss control services and bulletins sent are listed in his report. He reminded members that these are also on the ACMJIF.org and MEL websites and can be viewed on the MEL mobile app. He stated that ALL MSI communications will be sent through the MEL app which has been recently updated with friendlier features. He encouraged all members to download the MEL mobile app.

Mr. Garish noted that there are four (4) different platforms for training now. He stated that they are: MSI LIVE training (which includes the MEL media library video rentals); the MSI NOW (streaming videos added this year due to COVID); the traditional videos for streaming on MSI; and webinar trainings with live instructors for CEUs (this can be accessed from MSI). He noted the virtual MSI training directory is

in his report. He noted that the MSI website was recently updated and is now easier to navigate. He reminded members that for an attendee to secure CEUs, the attendee **MUST** be present for the entire session.

Mr. Garish stated that there is a training guide by department on the J.A. Montgomery website. He also reported that they recently revamped their MSI LIVE and MSI NOW and if anyone is experiencing difficulties, please reach out to him.

Mr. Garish also noted that there are lots of special events this time of year like hay rides, parades, fall festivals and encourages members to utilize the special events handbook on the website and also the Risk Management Consultants.

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

### ***TREASURER'S REPORT***

#### **Reports**

Mr. Hansen presented the Treasurer's Report for the period ending **September 30, 2022**. The reports were made part of the agenda packet beginning on page 88. He noted the following information:

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

<b>Member</b>	<b>9/30/2022 Unaudited(includes interest allocation)</b>
Buena Vista	0
Egg Harbor City	42,444.41
Hamilton Township	85,872.13
Hammonton Town	194,081.04
Lower Township	163,612.02
Middle Township	174,827.13
Mullica Township	27,990.38
Northfield	111,301.79
Pleasantville City	509.68
Port Republic	4,577.95
Upper Deerfield Township	74,271.88
Waterford Township	28,233.72
Upper Township	134,606.98
Stone Harbor	9,497.96
<b>Total</b>	<b>\$1,051,827.07</b>

***Receipt Activity for the Period:***

	<b>September</b>	<b>YTD</b>
Subrogation Receipts	\$71,781.21	\$301,815.72
Adjustment Receipts	\$18,937.08	\$34,648.14
Misc Receipt-due back to RCF	\$5.00+\$1,273.33	

***Claim Activity for the Period***

Claim activity for the month of **September** for claims paid by the Fund and claims payable by the Fund. Total of 305 checks issued; 1,200 claims payments in the amount of \$795,134.36 with effect on cash position of \$702,281.83.

***Cash Activity for the Period***

During the reporting month, the Fund's "Cash Position" changed from an opening balance in **September** of \$47,511,187.66 and a closing balance of \$46,164,235.29.

***Investment Interest***

<b>Interest Income:</b>	<b>September</b>	<b>YTD</b>
JCMI	\$22,413.04	\$181,572.50
Treasury	\$44,931.05	\$232,383.54
Investors	\$6,872.52	\$44,921.97

***Rate of Return:*** Only interest FROM ANALYSIS WORKSHEET September 1.85%

***Allocation of Invested Funds***

<b>FUND</b>	<b>August Total</b>	<b>August Percentage</b>	<b>September Total</b>	<b>September Percentage</b>
Treasury	\$21,821,081.55	46%	\$21,844,063.30	47%
JCMI	\$19,597,101.68	41%	\$19,142,890.76	42%
Investors	\$6,093,004.43	13%	\$5,177,281.23	11%
<b>TOTALS</b>	\$47,511,187.66		\$46,164,235.29	

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

***Payment Register***

Chair Craft entertained a motion to approve the ***September 2022 Payment Register*** (Claims Activity).

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

Motion by Ms. Woods, seconded by Mr. Wahl to approve the ***September 2022 Payment Register*** (Claims Activity) as submitted.

<b>ROLL CALL</b>	<b>Yeas:</b>	Scott Wahl, <b>Avalon</b> Heather Sparks, <b>Commercial Twp.</b> Jessica Bishop, <b>Dennis Twp.</b> Liz Woods, <i>Sec</i> , <b>Ocean City</b> Mary Canesi, <b>Northfield</b> Jim Craft, <i>Chair</i> <b>Stone Harbor</b> Roy Spoltore, <b>Upper Deerfield Twp.</b>
	<b>Nays:</b>	None
	<b>Abstained:</b>	None

Motion carried by unanimous vote.

***Bill List – October***

For the Executive Committee's consideration, Mr. Hansen presented the ***October 2022 Bill List*** in the amount of **\$221,481.78**.

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

Chair Craft entertained a motion for approval of the ***October 2022 Bill List***.

Motion by Mr. Wahl, seconded by Ms. Bishop, to approve the ***October 2022 Bill List*** as presented.

<b>ROLL CALL</b>	<b>Yeas:</b>	Scott Wahl, <b>Avalon</b> Heather Sparks, <b>Commercial Twp.</b> Jessica Bishop, <b>Dennis Twp.</b> Liz Woods, <i>Sec</i> , <b>Ocean City</b> Mary Canesi, <b>Northfield</b> Jim Craft, <i>Chair</i> <b>Stone Harbor</b> Roy Spoltore, <b>Upper Deerfield Twp.</b>
	<b>Nays:</b>	None
	<b>Abstained:</b>	None

Motion carried by unanimous vote.

***MISCELLANEOUS BUSINESS***

***Resolution 2022-47 Release of Port Republic's AELCF Balance***

Chair Craft entertained a motion for adoption of Resolution 2022-47 *Release of \$4,577.95 of Port Republic's Share of the AELCF*.

Motion by Ms. Woods, seconded by Ms. Canesi, to adopt resolution 2022-47 *Release of \$4,577.95 of Port Republic's Share of the AELCF* as presented.

<b>ROLL CALL</b>	<b>Yeas:</b>	Scott Wahl, <b>Avalon</b> Heather Sparks, <b>Commercial Twp.</b> Jessica Bishop, <b>Dennis Twp.</b> Liz Woods, <i>Sec</i> , <b>Ocean City</b> Mary Canesi, <b>Northfield</b> Jim Craft, <i>Chair</i> <b>Stone Harbor</b> Roy Spoltore, <b>Upper Deerfield Twp.</b>
	<b>Nays:</b>	None

*Abstained:* None

Motion carried by unanimous vote.

*Next Meeting*

Chair Craft reminded the members that the next meeting will be held on Monday, November 21, 2022 at 3:00 PM via Zoom Conferencing.

***PUBLIC COMMENT***

*Open Public Comment*

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

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

*Close Public Comment*

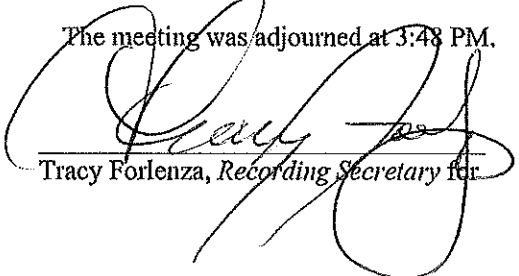
Chair Craft entertained a motion to close the public comment.

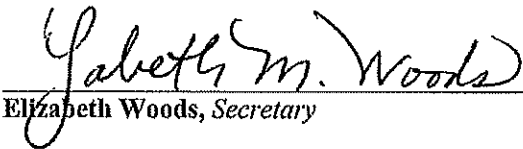
Motion by Ms. Woods, seconded by Mr. Avalon, to close the meeting to the public. All in favor. Motion carried.

***MOTION TO ADJOURN***

Motion by Ms. Woods, seconded by Ms. Canesi, to adjourn the October 19, 2022 meeting of the ACM JIF. All in favor. Motion carried.

The meeting was adjourned at 3:48 PM.

  
Tracy Forlenza, *Recording Secretary for*

  
Elizabeth Woods, *Secretary*