

**ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

RESOLUTION NO. 2023 - 116

**RESOLUTION AUTHORIZING REIMBURSEMENT OF TRAVEL EXPENSES FOR AUTHORIZED OFFICIAL TRAVEL**

**WHEREAS**, N. J. S. A. 40A:5-16.1 permits the governing body of any local unit to authorize payment in advance toward expenses for authorized official travel, and;

**WHEREAS**, up to Two (2) Fund Commissioners of the Atlantic County Municipal Joint Insurance Fund, hereinafter referred to as the ACMJIF, may need to travel to or electronically participate in the PRIMA Conference or AGRIP Conferences during Fund Year 2023 for the purpose of attending or participating in a seminar on public entity risk management and pooling; and;

**WHEREAS**, the Treasurer of the ACMJIF has certified that funds are available from the 2023 expense budget in the amount of \$2,500 per attending or participating commissioner, excluding seminar registration costs which will be pre-paid by the ACMJIF, and;

**WHEREAS**, the Treasurer of the ACMJIF is authorized to issue payment in the amount of \$25 per conference attendee to the Executive Director, if the expense is so incurred, for payment of Fund Commissioners' meals at the PRIMA and AGRIP Conferences, and;

**WHEREAS**, the authorized Commissioners representing the ACMJIF at either conferences will verify their expenses in accordance with the attached Travel and Expense Reimbursement Policy and Conference Attendance Policy, a copy of which is attached hereto and incorporated herein by reference, with a detailed bill of items or demands, and the certification of affidavit required by N. J. S. A. 40A:5-16 which will be submitted within a reasonable period of time after the completion of the travel for which the advance was made.

**NOW THEREFORE BE IT RESOLVED**, that the Treasurer is hereby authorized to reimburse authorized Fund Commissioners up to \$2,500 in expenses, excluding seminar registration costs which will be pre-paid by the ACMJIF, for attendance at the PRIMA and AGRIP conferences; and

**BE IT FURTHER RESOLVED** that the Treasurer is hereby instructed to make payment to the Executive Director, if the expense is so incurred, in the amount of \$25 per conference attendee for payment of Commissioners' meals at the PRIMA and AGRIP Conferences

This Resolution was duly adopted by the Atlantic County Municipal Joint Insurance Fund at a public meeting held on January 18, 2023

BY: *Janeeth Woods* ATTEST: *Jessica Buel*  
CHAIRMAN SECRETARY  
DATE: 1/18/2023