



**GARDEN STATE MUNICIPAL JOINT INSURANCE FUND  
MEETING MINUTES**

**October 26, 2022**

**Via Microsoft Teams/Conference dial in 732-694-1222 Passcode 444999**

**MEETING OF THE GARDEN STATE MUNICIPAL JOINT INSURANCE FUND CALLED  
TO ORDER AT 11:04 am.**

**OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD**

**PLEDGE OF ALLEGIANCE**

**SWEARING IN OF NEW FUND COMMISSIONER**

- Kathleen Caruso – Borough of Freehold (Alternate Commissioner)
- Yancy Wazirmas – City of Englewood (Alternate Commissioner)
- Robert Hoffman – City of Englewood (Commissioner)

**ROLL CALL OF FUND COMMISSIONERS:**

Township of Aberdeen – B. Russell  
Berkeley Township – J. Camera  
Berkeley Heights – B. Russo  
Borough of Bound Brook – Absent  
Township of Bloomfield – K. Duva  
Borough of Caldwell – Absent  
Cinnaminson Township – Absent  
Township of Eastampton – M. Philpot  
City of Englewood – R. Hoffman  
Ewing Township – Absent  
Borough of Fanwood – R. Harris  
Freehold Borough – Absent  
Town of Guttenberg – Absent  
Hamilton Township – J. Kerlin  
Town of Harrison – Absent  
Borough of Highland Park – N. Champion  
City of Hoboken – Absent  
Holmdel Township – B. Kovelsky  
Howell Township – L. Palazzo  
Town of Kearny – P. Cavalier  
Borough of Kenilworth – Absent



Township of Lawrence – G. Whitehead  
City of Linden – W. Hasko  
Township of Livingston – R. Jones  
Monroe Township – Absent  
Montclair Township – Absent  
Morris Township – T. Quinn  
Town of Morristown – J. Barrick  
Township of Neptune – M Bascom  
Borough of New Providence – E. Mannion  
Township of North Brunswick – J. Jackson  
Township of North Bergen – Absent  
Borough of North Plainfield – W. Speck  
Township of Parsippany-Troy Hills – F. Carr  
City of Rahway – F. Ruggiero  
Borough of Roselle Park – A. Casais  
Township of Roxbury – Absent  
Borough of Totowa – J. Waryas  
Union Township – K. Caulfield  
Township of Warren – M. Krane  
West Orange Township – Absent

#### APPROVAL OF MINUTES OF 9/21/2022 MEETING

**MOTION:** Commr. Caulfield  
**SECOND:** Commr. Carr  
**ABSTAIN:** Harris

#### MOTION TO ADOPT RESOLUTIONS

- **Resolution 32-22 – Approving Certain Disbursements \$436,924.31**
- **Resolution 33-22 – Approving Claims Payments \$4,342,727**

**MOTION:** Commr. Casais  
**SECOND:** Commr. Camera  
**ABSTAIN:**

#### VOTE: ROLL CALL

Township of Aberdeen – B. Russell  
Berkeley Township – J. Camera  
Berkeley Heights – B. Russo  
Borough of Bound Brook – Absent



Township of Bloomfield – K. Duva  
Borough of Caldwell – Absent  
Cinnaminson Township – Absent  
Township of Eastampton – M. Philpot  
City of Englewood – R. Hoffman  
Ewing Township – Absent  
Borough of Fanwood – R. Harris  
Freehold Borough – Absent  
Town of Guttenberg – Absent  
Hamilton Township – J. Kerlin  
Town of Harrison – Absent  
Borough of Highland Park – N. Champion  
City of Hoboken – Absent  
Holmdel Township – B. Kovelsky  
Howell Township – L. Palazzo  
Town of Kearny – P. Cavalier  
Borough of Kenilworth – Absent  
Township of Lawrence – G. Whitehead  
City of Linden – W. Hasko  
Township of Livingston – R. Jones  
Monroe Township – Absent  
Montclair Township – Absent  
Morris Township – T. Quinn  
Town of Morristown – J. Barrick  
Township of Neptune – M Bascom  
Borough of New Providence – E. Mannion  
Township of North Brunswick – J. Jackson  
Township of North Bergen – Absent  
Borough of North Plainfield – W. Speck  
Township of Parsippany-Troy Hills – F. Carr  
City of Rahway – F. Ruggiero  
Borough of Roselle Park – A. Casais  
Township of Roxbury – Absent  
Borough of Totowa – J. Waryas  
Union Township – K. Caulfield  
Township of Warren – M. Krane  
West Orange Township – Absent

## DEPARTMENT REPORTS

- **EXECUTIVE DIRECTOR'S REPORT (Jonathan Hall)**



- I & T Agreements 2023 – The Administrator’s office requests that renewing members please return the Resolutions to Rejoin as soon as they are passed by your governing bodies and executed accordingly.
  - RFP/RFQ Update – Proposals must be submitted by 10AM on October 28th, 2022. Please send to the attention of Madeline Delgado. Please refer to the Invitation to Submit Proposals posted at [www.pejif.com](http://www.pejif.com)
  - Notice of Executive Committee meeting – The PEJIF Executive Committee will be meeting as part of the November 22nd Fund Meeting. The purpose of this meeting will be to discuss the 2023 RFP/RFQ responses received.
  - Treasury Report – All Bills have been paid and our cash balance is secure.
  - 2023 Pro-Forma GSMJIF Budget – Mr. Hall presented the 2023 ProForma Budget, with a 6.67% rate increase over 2022. Mr. Hall also presented an overview of the insurance market and coverage structure for 2023. The Draft budget will be introduced at the November 21, 2022 meeting.
- **UNDERWRITING REPORT (Robert Smith)**
- 2022 Renewals – The 2023 renewal process has begun, and both deadlines have now passed. We are asking all risk managers at have not done so to initiate the review and update of current underwriting data with their client municipalities at this time. The deadline has passed for all applications. Currently, we still have many of the ancillary applications outstanding. Please note, on the optional lines of coverage, Pollution, UST & Drones, these renewals cannot be bound without the renewal application and there is potential for a gap in coverage if not received. Failure to submit an application will result in non-renewal of that line of coverage.
  - NJLM Reception – We are pleased to announce the continuation of our annual Cocktail Reception at the League of Municipalities. Join us again at the Hard Rock, as we celebrate the evening with cocktails, hors d'oeuvres, and a ton of laughs on us!
  - New Prospects Update – We have four submissions for membership in the GSMJIF in addition to Borough of Jamesburg.
- **RISK CONTROL REPORT (Anthony Ven Graitis)**
- Snow-Plow Rodeo – The 5th Annual Snowplow Rodeo will be held of November 10th, 2022, from 8:30 AM to 3:30 PM, at Biertuempfel Park, 1300 Winslow Ave (Directly Behind Lincoln Technical Institute) Union, NJ
  - Police Round Table – the Police Roundtable will be held on December 8, 2022, from 8:15 am to 1:00 pm, at the Union Township Senior Center, 652 Rahway Ave, Union NJ.
  - Harassment/Discrimination Training Initiative - Thousands of courses have been assigned to date. Training can be assigned through The Vault. Sign in sheets for any training completed can be forwarded for credit.
  - Autumn Safety Preparations – Zoom meeting held on October 26, 2022. Mr. Vath and Mr. Skeba presented on Autumn Safety Preparedness.



○ **CLAIMS MANAGEMENT REPORT (Peter Archangeli)**

- Claims KPI Report September – Mr. Archangeli presented the Claims KPI report as of September 30, 2022.
- Introduce New Litigation Management Guidelines – Revised Litigation Management Guidelines have been sent to all TPAs and defense attorneys.

**NEW BUSINESS**

**OPEN FORUM**

**MOTION TO ADJOURN**

Commissioner Carr made a motion to adjourn the meeting at 12:22am and Commissioner Barrick seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

---

M. Delgado

---

J. Hall

**ALSO, PRESENT – Confirmed by MS Teams attendance sheet**

908-273-XXXX

732-539-XXXX

908-464-XXXX

A. Pieroni

A. Simms

A. Ven Gratis

A. Aquillino

B. Erlandsen

B. Hoffman

B. Kovelsky

B. LaJoie

C. Kruse

D. Weightman

D. Balken

D. Springer



D. Voda  
E. Altamura  
E. Vath  
G. Crosby  
J. Hanuscin  
J. Hall  
J. Brown  
J. Jackson  
J. Kerlin  
J. Solomon  
K. Boffa  
K. Guze  
K. Skeba  
K. Child  
K. Larkin  
K. Waters  
L. Gardner  
L. Travali  
Mark (Guest)  
M. Avalone  
M. Delgado  
M. Lamb  
M. Makos  
M. O'Connell  
M. Avalone  
P. DeBlasio  
P. Archangeli  
P. Cavalier  
R. Nelms  
R. Persico  
R. Racioppi  
R. Smith  
S. Daveggia  
S. Stanley  
W. Robinson  
V. Murphy  
W. Dietz  
Y. Wazimas