

RESOLUTION NO. 2018-3

**RESOLUTION APPOINTING PROFESSIONAL STAFF IN ACCORDANCE WITH A
NON FAIR AND OPEN PROCESS AS DEFINED IN NJSA 19:44A-20 ET.SEQ.**

Whereas, the Commissioners of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund find that it is necessary and appropriate to obtain certain professional and other extraordinary and unspecifiable services pursuant to NJSA 40A:11-5 et seq.; and

Whereas, it is anticipated that some of these services will exceed \$17,500 in cost to the Fund during the 2018 Fund Year; and

Whereas, on May 21, 2012, the Fund adopted Resolution 2012-23 Establishing a three year rotating basis for the issuance of Requests for Qualifications for Fund Professionals where it is anticipated that their services will exceed \$17,500; and

Whereas, on November 28, 2016 the Fund adopted the *Fund Professional Evaluations Policy* which incorporates the guidelines regarding the issuance of Requests for Qualifications as established in Resolution 2012-23; and

Whereas, each of the position appointments below, where it is anticipated that the costs of services will exceed \$17,500 in 2018, have been subject to a Request for Qualifications process at least once during the past three years; and

Whereas, after careful consideration by the Fund Commissioners of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund it has been determined to be in the best interest of the Fund to obtain these services in Fund Year 2018 following a “non fair and open” process pursuant to NJSA 19:44A-20.1 et. seq. so as to eliminate the possibility of any of the Fund’s professionals from making reportable contributions to any elected officials in any member town and so as to guarantee the continuity of the Fund’s professionals; many of which have been servicing the Fund since its inception and have directly contributed to its success; and

Whereas, those service providers whose contracts shall exceed \$17,500 during the 2018 Fund Year have executed a “Political Contribution Disclosure Form”, “Business Entity Disclosure Certification”, and a “Stockholder Disclosure Certification”, a copy of which is attached to their Professional Service contract, acknowledging their understanding that by accepting this appointment they may be limited pursuant to NJSA 19:44A-20.6 in their ability to make reportable contributions pursuant to NJSA 19:44A-8 or 19:44A-16 as detailed in NJSA 19:44A-20.5.

Now, THEREFORE, BE IT RESOLVED by the Commissioners of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund, assembled in a public session on January 22, 2018, that:

1. Arthur J. Gallagher Risk Management Services, Inc. and Conner Strong & Buckelew Insurance are hereby appointed as the Producer for EPL/POL, Volunteer Director’s & Officers Liability, and Cyber Liability coverage for a term commencing January 1, 2018 and continuing until December 31, 2018 or until the next Reorganization of the Fund.
2. David S. DeWeese, Esquire, Attorney at Law of the State of New Jersey, is hereby appointed as the Attorney (Solicitor) for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing on January 1, 2018, and ending on December 31, 2018 or until the next Reorganization of the Fund.
3. The DeWeese Law Firm, P. C. with David S. DeWeese, Esquire, Attorney at Law of the State of New Jersey as the designated attorney, is hereby appointed as the Subrogation Attorney for the

Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing on January 1, 2018, and ending on December 31, 2018, or until the next Reorganization of the Fund.

4. David S. DeWeese, Esquire, Attorney at Law of the State of New Jersey, is hereby appointed as the Fund's EPL/POL Attorney for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018 and continuing until December 31, 2018, with compensation as set forth in the Agreement.
5. J. A. Montgomery Risk Control, a Division of Conner Strong & Buckelew Insurance Companies, Inc. with Susan Kopek as its designated Right-to-Know Coordinator and Keith Hummel as Safety Director and Robert Garish and Howard Spencer as its designated loss control representative for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing on January 1, 2018, and continuing until December 31, 2018 or until the next Reorganization of the Fund.
6. Thomas J. Tontarski is hereby appointed as Treasurer for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing on January 1, 2018, and continuing until December 31, 2018 or until the next Reorganization of the Fund.
7. Public Entity Risk Management Administration, Inc. [PERMA], a Division of Conner Strong & Buckelew Insurance Companies, with David Grubb, as its designated representative, is hereby appointed as Administrative Consultant for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing on January 1, 2018, and continuing until December 31, 2018 or until the next Reorganization of the Fund.
8. Iron Mountain is hereby appointed as Record Retention Service for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018, and continuing until December 31, 2018 or until the next Reorganization of the Fund.
9. Qual-Lynx, with Chris Roselli as its designated claims representatives and Alice Lihou as its designated representative, is hereby appointed as Claims Administrator for General Liability, Automobile Liability, Workers' Compensation, and Property claims and Claims Advocate for EPL/POL coverage for a term commencing January 1, 2018 and continuing until December 31, 2018 or until the next Reorganization of the Fund.
10. Qualcare, Inc., with Karen Beatty as its designated client services manager and Steve McNamara as its designated representative, is hereby appointed as the Managed Care and Network Provider for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018 and continuing until December 31, 2021.
11. AssetWORKS, Inc., with Melvin Ngayan as its designated representative is hereby appointed as Property Appraiser for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing on January 1, 2018, and continuing until December 31, 2018 or until the next Reorganization of the Fund.
12. Bowman & Company, LLP, with James Miles as the designated contact, is hereby appointed as Payroll Auditor for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing on January 1, 2018, and continuing until December 31, 2018 or until the next Reorganization of the Fund
13. Conner Strong & Buckelew Insurance, with Terrance Tracy as its corporate representative and Edward Cooney as its designated representative, is hereby appointed as Underwriting Manager for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018, and continuing until December 31, 2018 or until the next Reorganization of the Fund.

14. Kristi Kristie is hereby designated as Recording Secretary for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing on January 1, 2018, and continuing until December 31, 2018.
15. Joyce Media, with George E. Joyce, III as its designated representative is hereby appointed as Website Host and Designer for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018 and continuing until December 31, 2018, or until the next Reorganization of the Fund.
16. Exigis, LLC with Armand Alvarez as its designated representative and Robert Rodriguez as its designated account manager, is hereby appointed as Exposure Data Manager for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018, and continuing until December 31, 2018, or until the next Reorganization of the Fund.
17. Investors Bank, with Joseph Sette as its designated representative, is hereby appointed as Banking Depository for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018, and continuing until December 31, 2018 or until the next Reorganization of the Fund.
18. Wilmington Trust, with Fernando Garip as its designated representative, is hereby appointed as Asset Manager for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018, and continuing until December 31, 2018 or until the next Reorganization of the Fund.
19. M & T Bank, with Mary Alice Avery as its designated representative, is hereby appointed as Banking Depository for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018, and continuing until December 31, 2018 or until the next Reorganization of the Fund.

Be It Further Resolved that the Commissioners of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund find and determine that the appointments herein specified require either professional services for which the individuals designated are licensed to practice a profession or for extraordinary and unspecifiable services that cannot be adequately described in specifications that would make solicitation of bids for those services meaningful or advisable, and

Be It Further Resolved that the compensation for the services shall be in accordance with the amounts budgeted for the specific services and subject to contracts hereby authorized and approved by the Commissioners of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund, and

Be It Further Resolved that the Chairperson and Secretary of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund are hereby authorized to execute Agreements with the individuals, partnerships and corporations hereby appointed for the performance of professional or for extraordinary and unspecifiable services providing for compensation within the amounts budgeted for those services, as follows:

1. Arthur J. Gallagher Risk Management Services, Inc. and Conner Strong & Buckelew Insurance are hereby appointed as the Producer for EPL/POL, Volunteer Director's & Officers Liability, and Cyber Liability coverage for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018 and continuing until December 31, 2018 and shall be compensated through the commission on the policy in the amount of \$41,774 each.
2. David S. DeWeese, Esquire, Attorney at Law of the State of New Jersey, as the designated attorney, as the Attorney (Solicitor) for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing on January 1, 2018, and ending on

December 31, 2018, in an amount not to exceed \$106,346 as set forth specifically in the Agreement.

3. The DeWeese Law Firm, P. C. with David S. DeWeese, Esquire, Attorney at Law of the State of New Jersey as the designated attorney, is hereby appointed as the Subrogation Attorney for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing on January 1, 2018, and ending on December 31, 2018, in the amounts as set forth specifically in the agreement.
4. David S. DeWeese, Esquire, Attorney at Law of the State of New Jersey, is hereby appointed as the Fund's EPL/POL Attorney for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018 and continuing until December 31, 2018, with compensation as set forth in the Agreement.
5. J. A. Montgomery Risk Control, a Division of Conner Strong & Buckelew Insurance Companies, with Keith Hummel as its Safety Director, in the amount of \$207,632 and Susan Kopek as its designated representative is hereby appointed as Right to Know Coordinator on the basis of an hourly fee schedule set forth in the Agreement, but not to exceed \$36,183 for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing on January 1, 2018, and continuing until December 31, 2018
6. Thomas J. Tontarski as Treasurer for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing on January 1, 2018, and continuing until December 31, 2018, in the amount of \$13,536 as set forth specifically in the Agreement.
7. Public Entity Risk Management Administration, Inc. [PERMA], a Division of Conner Strong & Buckelew Insurance Companies, with David Grubb as its designated representative, as Administrative Consultant for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing on January 1, 2018 and continuing until December 31, 2018, in the amount of \$43,803 as set forth specifically in the Agreement.
8. Iron Mountain is hereby appointed as Record Retention Service for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018, and continuing until December 31, 2018, on the basis of the rate schedule as set forth specifically in the Agreement.
9. Qual-Lynx Associates, with Chris Roselli as its designated claims representatives and Alice Lihou as its designated representative is hereby appointed as Claims Administrator for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for General Liability, Workers' Compensation, Property, and Claims Advocate for EPL/POL coverage for a term commencing January 1, 2018, and continuing until December 31, 2018, shall be compensated on the basis of the rate schedule as set forth specifically in the Agreement, with a minimum fee of \$467,190 but not to exceed \$565,819 as Claims Administrator for General Liability, Workers' Compensation, and Property claims and \$10,000 for their role as Claims Advocate for EPL/POL claims, without the specific approval of the Commissioners, as set forth specifically in the Agreement.
10. Qualcare, Inc., with Karen Beatty as its designated client services manager and Steve McNamara as its designated representative, is hereby appointed as the Managed Care and Network Provider for the Service for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018, and continuing until December 31, 2018, with an allocated file fee of \$501 per file on the basis of the rate schedule as set forth specifically in the Agreement
11. AssetWORKS, with Melvin Ngayan as its designated representative, is hereby appointed as Property Appraiser for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018, and continuing until December 31,

2018, for property appraisal services at a cost of \$36,611 based upon anticipated building counts for calendar year 2018, as set forth specifically in the Agreement.

12. Bowman & Company, LLP with James Miles as its designated representative, as Payroll Auditor for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018 and continuing until December 31, 2018, at a cost not to exceed \$14,786 for calendar year 2018, without the specific approval of the Commissioners, as set forth specifically in the Agreement
13. Conner Strong & Buckelew Insurance, with Terrance Tracy as its corporate representative and Edward Cooney as its designated representative, is hereby appointed as Underwriting Manager for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018, and continuing until December 31, 2018 in the amount of \$11,229 as set forth specifically in the Agreement.
14. Kristi Kristie is hereby designated as Recording Secretary for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing on January 1, 2018, and continuing until December 31, 2018, in the amount of \$5,158 as set forth specifically in the Agreement.
15. Joyce Media, with George E. Joyce, III as its designated representative, is hereby appointed as Website Host and Designer for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018 and continuing until December 31, 2018, in the amount of \$3,780 as set forth specifically in the Agreement.
16. Exigis, LLC, with Armand Alvarez as its designated representative and Robert Rodriguez as its designated account manager, is hereby appointed as Exposure Data Manager for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018, and continuing until December 31, 2018, with a fee of \$9,292, a one-time set up fee for new Member West Deptford of \$520, and \$1,011 for additional work associated with importing property photos, for calendar year 2018, to be paid as set forth specifically in the Agreement.
17. Investors Bank, with Joseph Sette as its designated representative, is hereby appointed as Banking Depository for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018, and continuing until December 31, 2018, on the basis of the rate schedule as set forth specifically in the Agreement.
18. M & T Bank, with Mary Alice Avery as its designated representative, is hereby appointed as Banking Depository for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018, and continuing until December 31, 2018, on the basis of the rate schedule as set forth specifically in the Agreement.
19. Wilmington Trust, with Fernando Garip as its designated representative, is hereby appointed as Asset Manager for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2018, and continuing until December 31, 2018, on the basis of the rate schedule as set forth specifically in the Agreement.

Be It Further Resolved that all of the Agreements set forth above are subject to specific approval by the Commissioners of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund, and

It Further Resolved that notice of the appointments and the Agreements for professional or for extraordinary and unspicifiable services shall be published as required by law, and

Be It Further Resolved that copies of this Resolution shall be provided to the Treasurer of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund and those so appointed for their information and attention.

This resolution was duly adopted by the Gloucester, Salem,
Cumberland Counties Municipal Joint Insurance Fund
at a public meeting held on January 22, 2018.

**GLOUCESTER, SALEM, CUMBERLAND COUNTIES
MUNICIPAL JOINT INSURANCE FUND**

BY: 

CHAIRPERSON

ATTEST: 

SECRETARY

DATE: Jan. 22, 2018