MONMOUTH MUNICIPAL JOINT INSURANCE FUND
MINUTES
JUNE 18, 2026
VIA ZOOM
1:30 P.M.

Meeting Called to Order by Chairman Rogers. Open Public Meeting Statement read into the record by Mr. Thorpe.

Pledge of Allegiance

ROLL CALL OF 2026 EXECUTIVE COMMITTEE:

Tom Rogers	Chairman	Boro of Rumson	Present
Bryan Dempsey	Secretary	Spring Lake	Present
EXECUTIVE	**COMMITTEE**	**MEMBERS**	
Thomas Nolan		Boro of Brielle	Present
Anthony Mercantante		Middletown	Present
Laurie Roth		Allentown	Present
Jonathan Capp		Marlboro Township	Present
James Gant		Boro of Sea Girt	Absent

ALTERNATE EXECUTIVE COMMITTEE MEMBERS:

Tara Lovrich		Manalapan Township	Present
Justin Macko		Sea Girt	Present
Peter Valesi		Freehold Township	Absent
Rachel Giolitto		Sea Bright	Absent

APPOINTED OFFICIALS PRESENT:

Executive Director /Administrator	Perma Risk Management Services	Stephen A. Sacco	Present
Attorney	Cleary Giacobbe Alfieri & Jacobs	James Cleary, Esq. Mitch Jacobs, Esq.	Absent Present
Treasurer		Steven Mayer	Present
Claims Service	Qual-Lynx	Kathy Kissane	Present
Managed Care	Qual-Lynx	Lissa Gallo	Present
Safety Director	JA Montgomery Consulting	Paul Shives	Present
Fund Risk Management Consultants	The Danskin Agency Conner Strong & Buckelew	Charles Casagrande Thomas Merchel	Present Present
Auditor	PKF O'Connor Davies	Dennis Skalkowski	Present
Actuary	Pinnacle Actuarial Resources	Daniel Linton	Present
Underwriting Manager	Conner Strong & Buckelew	Ed Cooney	Absent

ALSO PRESENT
Jason Thorpe, PERMA
Brian Vassallo, PERMA
Katie Walters, CSB
Jaclyn Lindsey, CSB
John Casagrande, Danskin
Alison Kelly, Danskin
Paula Cavalier, Union Beach
Mike Muscillo, Highlands
Amy Pieroni, Acrisure
Cindy Villagran, Acrisure
John Barrett, Spring Lake Heights
Alexander Best, Fairview
Matt Genna, JA Montgomery
Bob Gemmell, Brown & Brown
Robert Bengivenga, Hazlet
Kaleigh Hadley, PKF O'Connor Davies
Katie LaPorta, Oceanport
Sean Kelly, CBIZ
Michael Bascom, Neptune
Rob Parisi, Parisi Associates
Andrew Huisman, Lake Como

APPROVAL OF MINUTES: May 14, 2026, Open
May 14, 2026, Closed

MOTION TO APPROVE OPEN AND CLOSED MINUTES FOR ABOVE REFERENCED MEETING

MOTION:	Commissioner Nolan
SECOND:	Commissioner Dempsey
VOTE:	Unanimous

CORRESPONDENCE

Mr. Sacco referenced a League of Municipality Magazine article on emergency vehicle crashes and safety for information only. No action required.

EXECUTIVE DIRECTOR:

PROPOSED BYLAW REVISION – Mr. Sacco reported that the meeting will serve as the public hearing for the proposed bylaw revisions. He noted that the revisions were introduced on May 14th, that a red-lined version is available on the website, and that once three quarters of the membership approves the revisions they will be sent to DOBI and DCA.

MOTION TO OPEN PUBLIC HEARING ON THE BYLAWS

MOTION:	Commissioner Macko
SECOND:	Commissioner Dempsey

VOTE: Unanimous

Mr. Sacco asked if any members of the public wished to comment. Hearing none a motion was requested to close the public hearing.

MOTION TO CLOSE PUBLIC HEARING ON THE BYLAWS

MOTION: Commissioner Nolan
SECOND: Commissioner Dempsey
VOTE: Unanimous

Chairmen Rogers then requested a motion to approve resolution #23-26

MOTION TO ADOPT RESOLUTION #23-26 APPROVING THE MONMOUTH JIF BYLAW REVISIONS AND AUTHORIZING THE FUND OFFICE TO DISTRIBUTE THE PROPOSED REVISION TO MEMBERS

MOTION: Commissioner Nolan
SECOND: Commissioner Dempsey
ROLL CALL VOTE: Unanimous

AUDIT AND ACTUARY YEAR-END REPORTS – Mr. Skalkowski of PKF O'Connor Davies presented the audit report as of December 31, 2025. He noted there are no findings or recommendations noted in the audit report.

MOTION TO APPROVE 2025 YEAR-END FINANCIALS, ADOPT RESOLUTION #24-26 AND EXECUTE GROUP AFFIDAVIT INDICATING THAT MEMBERS OF THE EXECUTIVE COMMITTEE HAVE READ THE GENERAL COMMENTS SECTION OF THE AUDIT REPORT

MOTION: Commissioner Gant
SECOND: Commissioner Macko
ROLL CALL VOTE: Unanimous

TREASURER:

Mr. Mayer referred to the June Bills List contained within the Agenda Packet.

FUND YEAR	**AMOUNT**
June Bills List	
Closed	$ 1,585,763.41
2025	$ 14,500.00
2026	$ 2,147,488.17
TOTAL	**$ 3,847,535.04**

MOTION TO APPROVE RESOLUTION # 25-26 APPROVAL FOR PAYMENT OF JUNE 2026 BILL LIST

MOTION: Commissioner Nolan
SECOND: Commissioner Macko

ROLL CALL VOTE: Unanimous

CLAIMS SERVICE:

Ms. Kissane referenced a PAR that was sent to the Executive Committee prior to the meeting. She noted that a serious injury occurred and they are seeking authority for the full retention.

MOTION TO APPROVE PAYMENT OF THE CLAIM

MOTION: Commissioner Capp
SECOND: Commissioner Macko
ROLL CALL VOTE: Unanimous *(1 abstention from Commissioner Mercantante)*

OLD BUSINESS

None.

NEW BUSINESS

None.

PUBLIC COMMENT

Prior to entering the Public Comment Section Mr. Jacobs, Esq. read the public comment statement into the record.

MOTION TO OPEN PUBLIC COMMENT.

MOVED: Commissioner Capp
SECOND: Commissioner Nolan
VOTE: Unanimous

Mr. Sacco noted that the fund office will be following up on resolutions for the approval of the bylaws and requested that they be added to members' agendas this summer.

MOTION TO CLOSE PUBLIC COMMENT:

MOVED: Commissioner Capp
SECOND: Commissioner Macko
VOTE: Unanimous

CLOSING COMMENTS

None.

MOTION TO ADJOURN MEETING

MOTION: Commissioner Macko
SECOND: Commissioner Dempsey
VOTE: Unanimous

Meeting Adjourned at: 1:47 P.M.

NEXT MEETING: July 9, 2026
Via Zoom
1:30 P.M.

_____
Secretary

RESOLUTION NO. 23-26

MONMOUTH MUNICIPAL JOINT INSURANCE FUND
(hereafter referred to as the "FUND")

REVISIONS TO BY-LAWS OF
MONMOUTH MUNICIPAL JOINT INSURANCE FUND

WHEREAS, The Monmouth Municipal Joint Insurance Fund was established on January 1, 1988 pursuant to N.J.S.A. 40A:10-36 et seq.; and

WHEREAS, The Monmouth Municipal Joint Insurance Fund adopted By-Laws in 1988, which have never been updated or revised; and

WHEREAS, The Monmouth Municipal Joint Insurance Fund is desirous of updating and amending its By-Laws to reflect current operational conditions and circumstances, statutes and regulations; and

WHEREAS, as per New Jersey Statute and regulations promulgated by the Department of Banking Insurance, a duly adopted amendment of the FUND's existing By-Laws is required; and

WHEREAS, under the procedure set forth in law and regulation, a public hearing for the adoption of any amendment to by-laws is required; and

WHEREAS, a first reading of the proposed Amendment to By-Laws, as attached, took place at the FUND's May 18, 2026 public meeting;

WHEREAS, a public hearing on the proposed amended By-Laws, as attached, took place on June 18, 2026;

NOW, THEREFORE, **BE IT RESOLVED**:

1. The By-Laws of the Monmouth Municipal Joint Insurance Fund are hereby amended as per the form of Amendment to By-Laws attached hereto and made part hereof; and

2. The Amendment to By-Laws shall take effect upon: (1) the affirmative vote of three fourths (3/4) of the Fund's membership within six (6) months of the date of this hearing and (2) the Department of Banking and Insurance approving the Amendment to By-Laws in accordance with applicable law and regulations.

ADOPTED: ***this 18th day of June* 2026 *by the Commissioners:***

MONMOUTH MUNICIPAL JOINT INSURANCE FUND

_____
Chairperson

_____
Secretary

Resolution No. 24-26

Resolution of Certification
Annual Audit Report for Period Ending December 31, 2025

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2025 has been filed by the appointed Fund Auditor with the Secretary of the Fund as per the requirements of N.J.S.A. 40A:5-6 and N.J.S.A. 40A:10-36, and a copy has been received by each Fund Commissioner, and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34, and

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the Fund Commissioners of the Fund shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all Fund Commissioners have reviewed, as a minimum, the sections of the annual audit entitled:

General Comments
and
Recommendations

and

WHEREAS, the Fund Commissioners have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

General Comments
and
Recommendations

as evidenced by the group affidavit form of the Fund Commissioners.

WHEREAS, such resolution of certification shall be adopted by the Fund Commissioners no later than forty-five days after the receipt of the annual audit, as per the regulations of the Local Finance Board, and

WHEREAS, all Fund Commissioners have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the Fund Commissioners to the penalty provisions of R.S. 52:27BB-52 - to wit:

> R.S. 52:27BB-52 - "A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars ($1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE, BE IT RESOLVED, that the Fund Commissioners of the **Monmouth Municipal Joint Insurance Fund**, hereby state that they have complied with the promulgation of the Local Finance Board of the State of New Jersey, dated July 30, 1968, and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE

RESOLUTION PASSED AT THE MEETING HELD ON: JUNE 18, 2026

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Fund Secretary

MONMOUTH COUNTY MUNICIPAL JOINT INSURANCE FUND
BILLS LIST

Resolution No. 25-26 **JUNE 2026**

WHEREAS, the Treasurer has certified that funding is available to pay the following bills:

BE IT RESOLVED that the Monmouth County Municipal Joint Insurance Fund's Executive Board, hereby authorizes the Fund treasurer to issue warrants in payment of the following claims; and

FURTHER, that this authorization shall be made a permanent part of the records of the Fund.

FUND YEAR CLOSED

Vendor Name	Comment	Invoice Amount
MUNICIPAL EXCESS LIABILITY RCF	2025 ASSESS. - CLOSE OF FY 2021 06/26	1,585,763.41
		1,585,763.41
	Total Payments FY CLOSED	**1,585,763.41**

FUND YEAR 2025

Vendor Name	Comment	Invoice Amount
PFK O'CONNOR DAVIES, LLP	PROGRESS FOR 2025 Y/E AUDIT 06/26	7,500.00
		7,500.00
WITHUM SMITH + BROWN, PC	2025 FINAL PROPERTY APPRAISAL 06/26	1,750.00
WITHUM SMITH + BROWN, PC	2025 PROPERTY APPRAISAL	5,250.00
		7,000.00
	Total Payments FY 2025	**14,500.00**

FUND YEAR 2026

Vendor Name	Comment	Invoice Amount
MUNICIPAL EXCESS LIABILITY JIF	PROPERTY 3RD QTR 2026	754,777.75
MUNICIPAL EXCESS LIABILITY JIF	FPB-3RD QTR 2026	22,642.00
MUNICIPAL EXCESS LIABILITY JIF	MEL- 3RD STR 2026	1,126,592.25
		1,904,012.00
QUAL-LYNX	OUTSIDE ADJUSTER FOR 05/26	7,769.58
QUAL-LYNX	CLAIM ADJ. SERVICES FOR 05/26	54,593.92
		62,363.50
J.A. MONTGOMERY CONSULTING	SAFETY DIRECTOR 06/26	15,739.92
J.A. MONTGOMERY CONSULTING	LAW ENFORCEMENT 06/26	2,550.00
		18,289.92
QUALCARE, INC.	WC ACCESS/UM-INV 13493840 06/26	19,362.67
		19,362.67
PERMA	POSTAGE 05/26	44.88
PERMA	ADMINISTRATION FEE 06/26	37,602.58
PERMA	LOSS FUND MGMT 06/26	3,229.50
		40,876.96
PINNACLE ACTUARIAL RESOURCES, INC	6/26 ACTUARIAL SERVICES	3,750.00
		3,750.00
CLEARY GIACOBBE ALFIERI AND JACOB, LLC	ATTORNEY FEES FOR 05/26 INV 164873	1,964.33
CLEARY GIACOBBE ALFIERI AND JACOB, LLC	LITIGATION MGMT FOR 05/26 INV 164873	9,963.67
		11,928.00
STEPHEN MAYER	TREASURER FEE 06/26	1,943.08
		1,943.08
MUNICIPAL EXCESS LIABILITY JIF	MSI 3RD QTR 2026	21,930.25
		21,930.25
DANSKIN INSURANCE AGENCY, INC.	RMC FEES FOR 06/26	41,083.00
		41,083.00
CONNER STRONG & BUCKELEW	UNDERWRITING MGR 06/26	1,149.62
		1,149.62
USA TODAY MEDIA CORP	A# 1120891 INV 7713298-12333014 5/17/26	64.92

		64.92
EXECU-TECH, INC.	WEBSITE MAINTENANCE FOR 06/26	200.00
		200.00
THE CANNING GROUP LLC	QPA - MONMOUTH 26-06 06/26	583.33
		583.33
ACCESS	INV 12195793 DEPT 410 05/31/26	132.19
		132.19
BROWN & BROWN METRO, LLC	RMC- 2ND INSTALL 2026 BOR. SHREWSBURY	9,036.00
BROWN & BROWN METRO, LLC	RMC- 2ND INSTALL 2026 BOR. SEA BRIGHT	6,820.40
BROWN & BROWN METRO, LLC	RMC- 2ND INSTALL 2026 TWP FREEHOLD	41,056.43
BROWN & BROWN METRO, LLC	RMC- 2ND INSTALL 2026 NEPTUNE CITY	8,467.86
		65,380.69
FOUNDATION RISK PARTNERS, CORP	RMC- 12NDINSTALL 2026 RED BANK BOR.	29,221.50
		29,221.50
RED BANK BOROUGH	POLICE ACCREDITATION GRANT 06/26	25,000.00
		25,000.00
	Total Payments FY 2026	**2,247,271.63**
	TOTAL PAYMENTS ALL FUND YEARS	**3,847,535.04**

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Chairperson

Attest:

_____ Dated: _____

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims

_____
Treasurer