

**NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND
OPEN MINUTES
JANUARY 24, 2018
TOMS RIVER MUA
10:30 AM**

Meeting of Executive Committee called to order by Michael Gianforte, Chairman. Open Public Meetings notice read into record.

PLEDGE OF ALLEGIANCE – Chairman Gianforte led Commissioners in the Pledge of Allegiance

ROLL CALL OF 2017 EXECUTIVE COMMITTEE:

Michael Gianforte, Chairman	Two Rivers Water Reclamation Authority	Present
Robert Fischer, Secretary	Bayshore Regional SA	Present
Brian Bigler	Secaucus MUA	Present
Robert Burner	Cape May County MUA	Present
Frank Pestana	North Bergen MUA	Present
Bernard Rutkowski	Toms River MUA	Present
Justin Flancbaum	Lakewood MUA	Present

EXECUTIVE COMMITTEE ALTERNATES:

Thomas Horn, Alt#1	Lambertville MUA	Present
Richard Brand, Alt #2	East Windsor MUA	Present
Jill Plesnarski, Alt#3	Readington-Lebanon SA	Present
Gary Vaccaro, Alt #4	Brick MUA	Present

APPOINTED OFFICIALS PRESENT:

Executive Director/Adm	Perma Risk Management Cathleen Kiernan
Attorney	Berry, Sahradnik, Kotzas & Benson, P.C. Robert Budesa
Claims Service	Qual-Lynx Chris Roselli
Safety Director	JA Montgomery Risk Control Brian Maitland
Managed Care	QualCare Donna Setzer
Underwriting Manager	Capacity Coverage Jon Ziman
Treasurer	Stuart Neuhof

FUND COMMISSIONERS AND ALTERNATES PRESENT:

Michael Pucilowski, Washington MUA
Craig Spencer, Washington MUA
Ivy Robinson, Plainfield MUA
George Lewis, Passaic Valley WC

ALSO PRESENT:

Mike Avalone, Conner Strong & Buckelew
Michael McLaughlin, Marsh & McLennan
Kathy Young, Alamo Insurance
Chuck Casagrande, Danskin Insurance
John Casagrande, Danskin Insurance
Brian Monaghan, Insurance Agency Management
Sarah Dietz, Rue Insurance
Art Caughlan, Nelson-Patterson Agency
Donna Reale-Waters, Sloan Insurance Agency
Peter Soriero, Allied Risk Management
George Crosby, BGIA
Edward Cooney, Conner Strong & Buckelew
Bradford Stokes, PERMA Risk Management
Karen A. Read, PERMA Risk Management

APPROVAL OF MINUTES: December 20, 2017 Open Minutes.

MOTION TO APPROVE DECEMBER 20, 2017 OPEN MINUTES.

Moved: Commissioner Pestana
Second: Commissioner Bigler
Vote: Unanimous

CORRESPONDENCE: None

MOTION TO ADJOURN SINE DIE MEETING:

Moved: Commissioner Pestana
Second: Commissioner Bigler
Vote: Unanimous

Sine Die meeting adjourned - chairs vacated and Executive Director to conduct meeting.

2018 NJUA FUND COMMISSIONERS			
First Name	Last Name	Authority	Roll Call
Bob	Fischer	Bayshore Regional Sewerage Authority	Present
Beverly	Clayton	Beachwood Sewerage Authority	
Edward	Cammarato	Berkeley Township MUA	

Peter	Cunningham	Berkeley Township Sewerage Authority	
Thomas	Timko	Bernards Township Sewerage Authority	
Richard	Eustace	Bordentown Sewerage Authority	
Gary	Vaccaro	Brick Township MUA	Present
Cheryl	Santore	Buena Borough Municipal Utilities Authority	
Rob	Burner	Cape May County Utilities Authority	Present
Brian	Curreri	Carlstadt Sewerage Authority	
James	DeBlock	Carney's Point Sewerage Authority	
Richard	Strobel	Cinnaminson Sewerage Authority	
Melissa	Paulis	Clinton Township Sewerage Authority	
Robert	Hatalovsky	Deptford Township MUA	
Richard	Brand	East Windsor MUA	Present
Theodore	Lewis	Eatontown Sewerage Authority	
Elaine	Super	Egg Harbor Township Municipal Utilities Authority	
Jeff	Rollins	Evesham MUA	
Soulmaz	Khojasteh	Franklin Township Sewerage Authority	
Kathy	Corcoran	Hackettstown MUA	
Stephen	Blankenship	Hamilton MUA	
Michael	Wynne	Hanover Township Sewerage Authority	
Scott	Lynn	Hillsborough Twp MUA	
James	Diaz	Jackson Township Municipal Utilities Authority	
Kevin	Carr	Jersey City MUA	
Kevin	O'Sullivan	Kearny Municipal Utilities Authority	
Deborah	Kramer	Lacey Municipal Utilities Authority	
Justin	Flancbaum	Lakewood MUA	Present
Thomas	Horn	Lambertville MUA	Present
Earl	Sutton	Little Egg Harbor Municipal Utilities Authority	
Joseph	Weber	Logan Township MUA	
Joseph	Martone	Long Branch Sewerage Authority	
Michael	Chapman	Lower Township MUA	
Brian	Brach	Manasquan River Regional Sewerage Authority	
William	Krebs	Mantua MUA	
Michael	Saraceni	Merchantville-Pennsauken Water Commission	
Raymond	Nierstedt	Township of Middletown S.A.	
Michael	Sacks	Monmouth Count Bayshore Outfall Authority	
Jerry	Moore	Monroe Municipal Utilities Authority	
Robert	Maybury	Mount Holly Municipal Utilities Authority	
James	Benson	Musconetcong Sewerage Authority	
Gary	Burns	North Arlington-Lyndhurst Joint Meeting	
Frank	Pestana	North Bergen MUA	Present
Robert	Genetelli	Northwest Bergen County Utilities Authority	
William	Schmeling	Ocean Township Sewerage Authority	

George	Lewis	Passaic Valley Water Commission	Present
Paul	Morris	Penns Grove Sewerage Authority	
William	Orth	Pennsauken Sewerage Authority	
John	Willadsen	Pennsville Sewerage Authority	
Deborah	Corson	Pine Hill Borough Municipal Utilities Authority	
Robert	Villee	Plainfield Area Regional Sewerage Authority	
Ivy	Robinson	Plainfield Municipal Utility Authority	Present
George	Decker	Pompton Lakes Borough Municipal Utilities Authority	
Greg	LaFerla	Raritan Township MUA	
Jill	Plesnarski	Readington-Lebanon Sewerage Authority	Present
Meghan	Jack	Riverside Water Reclamation Authority	
Maria	Brush	Rockaway Valley Regional Sewerage Authority	Present
Brian	Bigler	Secaucus Municipal Utility Authority	Present
Gail	Quabeck	Somerset Raritan Valley Reg'l Sewerage Authority	
Mike	Ruppel	South Monmouth Regional Sewerage Authority	
John	Kantorek	Stony Brook Regional Sewerage Authority	
Bernard	Rutkowski	Toms River MUA	Present
Michael	Gianforte	Two Rivers Water Reclamation Authority	Present
Tom	Brennan	Union County Utility Authority	
Frank	Covelli	Wanaque Valley Regional Sewerage Authority	
Patricia	Kaspereen	Warren County Pequest River MUA	
Michael	Pucilowski	Washington Township MUA	Present
Angela	Grassia	Washington Township MUA (Gloucester County)	
Kelly	Love	West Milford TWP MUA	
Brian	Valentino	Western Monmouth MUA	
Dave	Layton	Woodstown Sewerage Authority	

Executive Director said a quorum would be 23. Executive Director called for Roll of the 2018 Executive Committee. Although there are not 23 Commissioners in attendance, the Fund has received 24 ballots in advance of the meeting voting for the slate.

ROLL CALL OF 2018 EXECUTIVE COMMITTEE:

Robert Fischer, Chairman	Bayshore Regional SA	Present
Robert Burner, Secretary	Cape May County MUA	Present
Brian Bigler	Secaucus MUA	Present
Michael Gianforte	Two Rivers Water Reclamation Authority	Present
Frank Pestana	North Bergen MUA	Present
Bernard Rutkowski	Toms River MUA	Present
Justin Flancbaum	Lakewood MUA	Present

EXECUTIVE COMMITTEE ALTERNATES:

Thomas Horn, Alt#1	Lambertville MUA	Present
Richard Brand, Alt #2	East Windsor MUA	Present

Jill Plesnarski, Alt#3
Gary Vaccaro, Alt #4

Readington-Lebanon SA
Brick MUA

Present
Present

ELECTION OF 2018 CHAIRPERSON, SECRETARY, 5-MEMBER EXECUTIVE COMMITTEE AND 4 ALTERNATES: The Nominating Committee presented its recommended slate at the December meeting and shortly thereafter ballots were mailed to Fund Commissioners.

Robert Fischer, Chairman
Robert Burner, Secretary
Brian Bigler
Michael Gianforte
Frank Pestana
Bernie Rutkowski
Justin Flancbaum

Bayshore Regional SA
Cape May County MUA
Secaucus MUA
Two Rivers Water Reclamation Authority
North Bergen MUA
Toms River MUA
Lakewood MUA

Alt#1 Thomas Horn
Alt#2 Richard Brand
Alt#3 Jill Plesnarski
Alt#4 Gary Vaccaro

Lambertville MUA
East Windsor MUA
Readington-Lebanon SA
Brick MUA

2018 REORGANIZATION RESOLUTIONS - Resolution 1-18 and 2-18 submitted to confirm ballots received for Chairperson, Secretary, 5-member Executive Committee and 4 alternates.

MOTION TO ADOPT RESOLUTIONS 1-18 AND 2-18 CERTIFYING THE BALLOTS ELECTING THE 2018 CHAIRPERSON AND SECRETARY AND THE 2018 FIVE-MEMBER EXECUTIVE COMMITTEE AND FOUR ALTERNATES:

Moved:	Commissioner Gianforte
Second:	Commissioner Bigler
Roll Call Vote:	7 Ayes, 0 Nays

OATH OF OFFICE: Oath of Office Administered by the Fund Attorney.

PRESENTATION TO FORMER CHAIRMAN: Robert Fischer presented Michael Gianforte, outgoing Chair, a clock in appreciation for his dedication to the New Jersey Utility Authorities Joint Insurance Fund. Chairman Fischer thanked Commissioner Gianforte for being a professional and efficient chairman – your meetings were a little quick sometime and this clock is presented to remind you to slow a down a little bit. Michael Gianforte thanked the JIF and said it was a pleasure to serve.

RESOLUTION 3-18 FUND PROFESSIONAL APPOINTMENTS AND SERVICE ORGANIZATIONS – The board resolved to award professional service agreements in

accordance with a fair and open process pursuant to N.J.S.A. 19:44A-20.4 et. Seq. for Fund Years 2018, 2019 and 2020. Requests for Qualifications were advertised in September and reviewed in November. During the budget process, board established fee increases at 2.00% unless otherwise noted. Executive Director said the only exception to the three year term for professionals is the Attorney which will stay at a one year term based on Fund Attorney's determination that three year term is not permissible for Attorney position.

Executive Director said the Local Finance Board issued a bulletin that requires local public entities to state the total compensation over the term of the contract and what line item will be charged. Resolution format amended to address these changes and now shows an annual cost as well as a three-year cost. Where compensation is hourly or rate based, an estimate is required.

Executive Director	Perma Risk Management Services
Attorney	John Sahradnik & Robert Budes, Esquire
Treasurer	Stuart Neuhof
Actuary	Actuarial Advantage
Auditor	Bud Jones, Nisivoccia LLP
Safety Director	JA Montgomery Risk Control Services
Claims Administrator	Qual-Lynx
Asset Manager	Wilmington Trust
Banking Manager	Investors Bank
Underwriting Manager	Capacity Coverage Company
Managed Care Provider	Qualcare
Payroll Auditor	NEIS

MOTION TO ADOPT RESOLUTION 3-18 FOR APPOINTMENT OF FUND PROFESSIONALS:

Moved:	Commissioner Flancbaum
Second:	Commissioner Pestana
Roll Call Vote:	7 Ayes - 0 Nays

RESOLUTION 4-18 ESTABLISHING A FISCAL MANAGEMENT PLAN: Resolution presented designating Official Depositories and approving a Cash Management Plan; authorizing Signatories on Administrative Accounts; and authorizing Signatories on Claim Accounts; establishing a rate of interest for delinquent assessments; and certifying Approval Officer for all Fund expenses.

Executive Director said the Fund adopted amendments to its Cash Management Plan in 2017. Executive Director said this resolution also identifies the signatories and there is a third signatory which was Brian Bigler last year and it would make sense to keep it the same this year since its signature card is already on file.

RESOLUTION 5-18 ESTABLISHING PUBLIC MEETING PROCEDURES: Resolution presented establishing 2018 Meeting Dates as the fourth Wednesday of every month at 10:30 a.m. in the in the Toms River Municipal Utilities Authority, Toms River, NJ including the fourth Wednesday in January 2018. There are two exceptions to this meeting schedule. The first

exception is the February meeting, which will be combined with the annual Safety Breakfast on February 28th at 9:00 a.m. at the Clarion Hotel, Toms River, NJ. The second exception is the November meeting, which is scheduled for 2:30 p.m. on November 13th in Atlantic City at the Caesars in conjunction with the AEA.

RESOLUTION 6-18 ESTABLISHING FUND RECORDS PROGRAM: Resolution presented establishing a formal records retention program for Fund year 2018.

RESOLUTION 7-18 EXECUTIVE COMMITTEE COMPENSATION: Resolution authorizing compensation to Executive Committee and alternates at \$150 per meeting attended.

RESOLUTION 8-18: EXCESS LIABILITY, AUTO-PHYSICAL DAMAGE, PROPERTY AND EXCESS POL/EPL LIABILITY: Resolution ratifying the purchase of Excess Liability, by Munich RE American, Property & Boiler/Machinery Coverage by CNA, Primary Public Officials/Employment Practices by QBE North America and Excess Public Officials/Employment Practices Liability by the Munich Re America and Primary & Excess Cyber Liability by XL Caitlin and Beezley Insurance. Executive Director said resolution reflects rates as negotiated by the Underwriting Manager. Underwriting Manager did provide a report in November on renewal processing.

RESOLUTION 9-18: ESTABLISHING A RISK MANAGEMENT PLAN: An updated Risk Management Plan for 2018 was included in the agenda, with changes highlighted. Executive Director said the changes are highlighted in yellow. Underwriting Manager reviewed the plan an implemented changes, as necessary and recommended for adoption.

MOTION TO ADOPT RESOLUTIONS 4-18 THROUGH 9-18:

Moved:	Commissioner Flancbaum
Second:	Commissioner Pestana
Roll Call Vote:	7 Ayes - 0 Nays

REPORTS:

EXECUTIVE DIRECTOR'S REPORT: Monthly report submitted to Executive Committee including monthly Fast-track Accident Frequency, Fast-track financial report, Claim Activity Report, Claims Management Exception Report, Interest Rate Summary Comparison, Monthly Loss Ratio by fund year and line of coverage and Monthly and Annual Regulatory Checklist. Executive Director said as of November 30, 2017, the Financial Fast Track shows a Statutory Surplus of \$4.1 million compared to \$4.4 million at year end mostly coming for the 2016 year which is still at a deficit position. Executive Director said all Fund years are less than actuarial

targets except 2016. The Fund's lost time accident frequency through November 30th stands at 1.63; this time last year the frequency was 2.2. The JIF-wide average of 1.59 is the first time the JIF system average has been less than 2.00 - which is a significant achievement.

Executive Director said QBE reviews each JIF and member's loss experience annually and reserves the rights to alter deductibles and co-pay provisions. For the NJUA JIF, QBE had opted to renew as expiring. The MEL will begin the process of providing member's with updates for Personnel Manuals and the Employment Practices Compliance Program (training) by the end of April with a deadline for completion of October 1st.

In response to Commissioner Vaccaro, Executive Director said the adjusted hours worked in the Lost Time Accident Frequency is based on a formula promulgated by the state. Formula assumes 2,000 hours worked for each full-time employee and 1,000 hours for each part-time employee. Next, the lost time accident count is multiplied by 200,000 (representing a 100 person work force's annual hours) and divided by each members' adjusted hours to arrive at the frequency. Executive Director said the 2000 hours does assume vacation and sick-time. .

COMMITTEE APPOINTMENTS - The Fund has four standing committees. Below is a list of the committees and a brief description of their charges. You are encouraged to volunteer to serve in the upcoming year. Appointments will be made during the reorganizational part of the meeting. For reference, a copy of the 2017 Standing Committees distributed for information.

- Coverage** - This committee is charged with evaluating potential exposures and determining whether coverage or policy decision be made by the Fund.
- Finance Committee** - This committee is charged with meeting at least once a year, with a mandatory meeting to review professional services and make recommendations on fees, providers and the budget.
- Safety Committee** - This committee is charged with coordinating the activities of the Safety Director and the relationship of same with member authorities; evaluating, analyzing, and reviewing the Fund's safety programs and making the recommendations to the Fund; and monitoring the Fund's Safety Incentive Program.
- Nominating** - (Fund Commissioners Only) This committee is charged with meeting at least once a year, usually in December, to propose an Executive Committee slate for the following Fund year.

Executive Director said included in the agenda are those who served on these committees 2017. Chairman Fischer asked if there were any other nominations for the Committees. Chairman Fischer asked if was anyone on the Committee that no longer wants to serve. With no other nominations or changes being heard Chairman Fischer said he would accept a motion to approve the 2018 Committee as presented in nomination on page 30 of the agenda.

MOTION TO APPROVE THE COMMITTEE APPOINTMENTS

Moved:	Commissioner Flancbaum
Second:	Commissioner Gianforte
Vote:	Unanimous

ASSESSMENTS – First installment payments were due by January 15th with a grace period to February 1st. Any authority assessment received after that date will have an interest penalty imposed from the January 15th due date. Executive Director said you do have a grace period through February 1st. Authorities that do not make payment before the grace period - the penalty will be retroactive to January 15th.

RCF 2018 REORGANIZATION MEETING - The Residual Claims Fund held its 2018 re-organizational on January 3, 2018 at 10:30 am at the Forsgate Country Club. Enclosed is a copy of Commissioner Bigler’s report on the meeting was enclosed in the agenda. Commissioner Bigler said the RCF has a new Chairman Robert Law and Secretary Gregory Franz for a two year period.

EJIF 2018 REORGANIZATION MEETING – The EJIF held its 2018 re-organizational meeting on January 3, 2018 at 10:50 am at the Forsgate Country Club. Enclosed is Commissioner Rutkowski’s report was enclosed in the agenda. Commissioner Rutkowski said the policy on the transit was approved at the prior meeting in November.

MEL 2018 REORGANIZATION MEETING - The MEL held its 2018 Re-organizational meeting on January 3, 2018 at 11:15 am at the Forsgate Country Club. Enclosed is a copy of Commissioner Rutkowski’s report on the meeting was enclosed in the agenda. Commissioner Rutkowski said the MEL is continuing with the cyber security there was an extension on the Task Force and the MEL mobile app is out now if you have not signed up for it. Executive Director discussed the MEL mobile app.

ELECTED OFFICIALS SEMINAR – Executive Director said the MEL is in the process of finalizing an online version of this year’s Elected Officials Seminar. Once the program is completed, we will email and announcement with instructions to access the program through the MEL’s Learning Management System. This will also come with the \$250 credit for board members that attend. Executive Director said Chief Operation Officers are eligible for the credit which is most authorities’ Executive Directors. The deadline is usually May 31st.

FINANCE COMMITTEE –Finance Committee had a meeting to review the NJUA defense panel fees. Committee reviewed fee arrangements for other Joint Insurance Funds with the Fund Attorney. Fund Attorney said the NJUA JIF’s fee structure is at the lower end of the spectrum. Finance Committee accepted his recommendation to increase the fees to \$975.00 flat fee for workers compensation through the first day of trial after that it would be \$125.00 per hour and increase the hourly rate for liability claims handling to \$135.00. Commissioner Gianforte said that was unanimously recommended by the Committee.

MEL MOBILE APPLICATION – The MEL updated its website (njmel.org) and launched a mobile application in November. We encourage everyone to download the mobile application and register for the “role(s)”. The MEL will use the mobile application to issue “push alerts”

based on municipal and authority roles. By registering for the “role(s)”, you will be able to limit alerts to information meaningful to you. Enclosed on Page 42 is the material mailed to members in November providing instructions to download and register.

CYBER TASK FORCE – The MEL’s Cyber Task Force has been working on Minimum Standards for Cyber Security. The MEL will provide some reimbursement of cyber liability claim deductibles for members who are compliant. Task Force met on December 4th for its final review of standards. A copy of the MEL Cyber Risk Management Plan, which was emailed to members; is posted to the MEL website and is enclosed in the Appendix II. The Cyber Task Force will be meeting to develop its 2018 objectives.

RISK MANAGEMENT INFORMATION/OPERATING SYSTEM (RMIS) – The MEL awarded a contract to Origami Risk to provide the online underwriting database; anticipated launch date is early January 2018. The past summer marked the last renewal utilizing the Exigis program. The system will remain locked as the date is transitioned to the new platform and verified. Once verification is complete, then the new platform will be made available to members to amend their schedules. We are also working with Origami on training.

INCLEMENT WEATHER PROCEDURE - Executive Director said as a reminder, Perma has instituted a procedure for Commissioners to confirm whether or not a meeting has been canceled. The Executive director will discuss with the Fund Chairperson if the meeting should be canceled. In the event of an early morning or evening meetings, Perma will provide a recorded message indicating the status of the meeting. The recorded message can be obtained by calling the Fund’s main number (201) 881-7632 at any time of the day or night. For meetings that occur during the course of normal business hours, meeting status can be obtained by utilizing the same number.

TREASURER:

VOUCHER PAYMENTS (BILL LIST)

2014	\$	3,004.33
2015	\$	4,712.37
2016	\$	5,914.10
2017	\$	66,351.97
2018		\$3,705,571.17

CONFIRMATION OF CLAIMS' PAYMENTS/CERTIFICATION OF CLAIMS' TRANSFERS DURING MONTH OF DECEMBER 2017:

Closed:	\$.00
2013:	\$.00
2014:	\$.00
2015:	\$	29,306.86
2016	\$	6,483.25
2017	\$	29,398.03
Total:	\$	283,565.18

MOTION TO APPROVE JANUARY BILLS LIST, CONFIRM CLAIMS' PAYMENTS/CERTIFICATION OF CLAIMS' TRANSFERS DURING MONTH OF DECEMBER 2017 CLAIMS AND ACCEPT TREASURER'S REPORT:

Moved: Commissioner Gianforte
Second: Commissioner Pestana
Roll Call Vote: 7 Ayes, 0 Nays

Treasurer's Report Attached & Made Part of Minutes.

ATTORNEY: Attorney Budesa thanked the Board for re-appointment for 2018 and it is always a pleasure to come to the meetings and work with everyone. Attorney Budesa said on page 75 you will find the 2018 Defense Panel Responses and requested a motion to approve the defense panel for 2018 and to add to that the numbers that were discussed at \$975.00 flat fee for workers compensation through the first day of trial after that it would be \$125.00 per hour and for the liability defense at \$135.00 per hour.

MOTION TO ACCEPT THE INCREASE IN THE FLAT FEE AND RATE FOR WORKERS COMPENSATION AND LIABILITY

Moved: Commissioner Flancbaum
Second: Commissioner Gianforte
Roll Call Vote: 7 Ayes, 0 Nays

MANAGED CARE:

MONTHLY REPORT: Report submitted and reviewed by Ms. Setzer QualCare. Ms. Setzer thanked the Board for the re-appointment for 2018.

Report Made Part of the Minutes.

SAFETY DIRECTOR:

MONTHLY REPORT: Monthly report submitted and reviewed by JA Montgomery Risk Control. Mr. Maitland said the 2018 Safety Breakfast will be held at the Clarion Hotel on February 28, 2018. Electronic invitations have been sent to all members please RSVP. Executive Director said Joanne Hall will be retiring and we hope to see her at the Safety Breakfast next month.

Report Made Part of Minutes.

CLAIMS: Report in Executive Session. Chris Roselli thanked the Board for the re-appointment for 2018.

OLD BUSINESS:

Executive Director had cards available providing directions to download the MEL Mobile Application.

NEW BUSINESS:

NONE

PUBLIC COMMENT:

NONE

**RESOLUTION - EXECUTIVE SESSION FOR CERTAIN SPECIFIED PURPOSES:
PERSONNEL - SAFETY & PROPERTY OF PUBLIC LITIGATION**

MOTION TO CLOSE MEETING:

Moved: Commissioner Bigler
Second: Commissioner Flancbaum
Vote: Unanimous

MOTION TO RE-OPEN MEETING:

Moved: Commissioner Pestana
Second: Commissioner Flancbaum
Vote: Unanimous

**MOTION TO APPROVE PAYMENT AUTHORIZATION REQUESTS AS
PRESENTED WITH THE EXCEPT OF PROPERTY CLAIM FOR
MUSCONETCONG MUA**

Moved: Commissioner Gianforte
Second: Commissioner Flancbaum
Roll Call Vote: 7 Ayes, 0 Nays

MOTION TO ADJOURN:

Moved: Commissioner Bigler
Second: Commissioner Pestana
Vote: Unanimous

MEETING ADJOURNED: 11:51am
NEXT REGULAR MEETING: February 28, 2018
Karen A. Read, Assisting Secretary

For
Robert Burner, SECRETARY
Date Prepared: - February 15, 2018