

## **AGENDA**

**INSURANCE FUND COMMISSION**

**CITY OF LONG BRANCH**

**REGULAR MEETING**

**March 12, 2025**

**3:00 P.M.**

### **ROLL CALL:**

**AMANDA CALDWELL, COMMISSIONER**

**LINDSAY DEANGELIS, COMMISSIONER**

**CHARLES F. SHIRLEY, JR., COMMISSIONER**

### **CERTIFICATION BY RECORDING SECRETARY:**

Adequate notice of this meeting has been provided by correspondence to the City Clerk indicating it would be held on Wednesday, March 12, 2025 at 3:00 p.m. in the Conference Room, 344 Broadway, Long Branch, New Jersey.

**APPROVAL OF PREVIOUS MINUTES:**

Approval of the Minutes of the Regular Meeting held on January 28, 2025.

**PUBLIC PARTICIPATION:**

**DISCUSSION BY COMMISSIONERS:**

Discussion of various Insurance and Risk Management issues.

**RESOLUTION(S):**

LB-2025-007      Resolution Approving Payment of Bill List for Workers Compensation

**LB-2025-008      Resolution Approving Payment of Bill  
List for Self Insurance**

**ADJOURNMENT**

Motion to adjourn (so moved, second)

**ALL IN FAVOR.....**

**\*\*\*NOTE\*\*\***

The next meeting is scheduled for Wednesday, June 11, 2025 at 3:00 p.m.

**LONG BRANCH INSURANCE FUND  
COMMISSION**

**MINUTES**

**REGULAR MEETING**

**JANUARY 28, 2025**

The Regular Meeting of the Long Branch Insurance Fund Commission was held on Tuesday, January 28, 2025 at 10:00 a.m. in the Conference Room, 344 Broadway, Long Branch, New Jersey.

The meeting was opened at 10:01 a.m.

**PRESENT:**

Commissioner Caldwell, Commissioner DeAngelis and Commissioner Charles F. Shirley, Jr.

**OTHERS PRESENT:**

Tara Okros, Corresponding & Recording Secretary

## **APPROVAL OF PREVIOUS MINUTES:**

Approval of the minutes of the Regular Meeting held on December 11, 2024.

*Motion to approve was made by Commissioner DeAngelis and seconded by Commissioner Shirley.*

*Ayes 2 Nays 0  
Abstain 1*

## **PUBLIC PARTICIPATION:**

Opened and closed right away as no one from the public was present.

## **COMMISSIONERS COMMENTS:**

There was a brief discussion regarding having to go out for bid for insurances for 2026 as this is the last year of the previous 3 year contract(s).

Also, at the end of the meeting everyone welcomed Amanda Caldwell as a new Commissioner.

**RESOLUTIONS:**

LB-2025-001      Resolution approving Tara L. Okros as Corresponding Secretary and Recording Secretary to the Long Branch Insurance Fund Commission

*Motion to approve was made by Commissioner Shirley, seconded by Commissioner DeAngelis.*

*Ayes 3   Nays 0*

LB-2025-002      Resolution memorializing the insurance agreement with Fairview Insurance Agency Associates, Inc. to place, for the City of Long Branch, its 2025 Property and Casualty Insurance Program.

*Motion to approve was made by Commissioner DeAngelis, seconded by Commissioner Caldwell.*

*Ayes 3   Nays 0*

LB-2025-003 Resolution memorializing the insurance agreement with Fairview Insurance Agency Associates, Inc. to place, for the City of Long Branch, its 2025 Workers Compensation Program.

*Motion to approve was made by Commissioner DeAngelis, seconded by Commissioner Caldwell.*

*Ayes 3 Nays 0*

LB-2024-004 Resolution approving the meeting dates for the Long Branch Insurance Fund Commission.

*\*NOTE\* These dates will be given to the City Clerk's Office to advertise and schedule the room for the approved dates/times.*

*Motion to approve was made by Commissioner Shirley, seconded by Commissioner Caldwell.*

*Ayes 3 Nays 0*

LB-2025-005      Resolution approving the payment of the bill list for Workers Compensation.

*Motion to approve was made by Commissioner Caldwell, seconded by Commissioner DeAngelis.*

*Ayes 3 Nays 0*

LB-2025-006      Resolution approving the payment of the bill list for Self Insurance.

*Motion to approve was made by Commissioner DeAngelis, seconded by Commissioner Caldwell.*

*Ayes 3 Nays 0*

## ADJOURNMENT

*Motion to adjourn was made by Commissioner DeAngelis, seconded by Commissioner Shirley.*

*Ayes 3 Nays 0*

This meeting was adjourned at 10:05 a.m.

**\*\*NOTE\*\*** The next meeting is scheduled for  
March 12, 2025 at 3:00 p.m.

# RESOLUTION #LB-2025-007

## Resolution Approval Payment of Bills

WHEREAS, the Insurance Fund Commission of the City of Long Branch have examined the attached bill list for Workers Compensation.

NOW THEREFORE, BE IT RESOLVED, by the Insurance Fund Commission of the City of Long Branch that the payment of these bills set forth on the attached list are hereby approved.

*MOVED:*

*SECONDED:*

*AYES:*

*NAYS:*

*ABSENT:*

*ABSTAIN:*

I hereby certify the foregoing to be a true copy of a resolution adopted by the Insurance Commission at their Regular meeting held on March 12, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Long Branch, Monmouth County, New Jersey, this \_\_\_\_\_ day of March 2025.

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Tara L. Okros  
Recording Secretary

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**PUBLIC NOTICE**

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Notice is hereby given that the following bills will be submitted for payment approval as of March 12, 2025. The original bills are on file in the Office of the Director of Finance of the City of Long Branch between the hours of 8:30 A.M. and 4:30 P.M. Monday through Friday.

Various

See Attached Lists - 01/23/2025 - check# 8805

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1,984.00

**TOTAL WORKERS COMP**

**1,984.00**

# RESOLUTION #LB-2025-008

## Resolution Approval Payment of Bills

WHEREAS, the Insurance Fund Commission of the City of Long Branch have examined the attached bill list for Self Insurance.

NOW THEREFORE, BE IT RESOLVED, by the Insurance Fund Commission of the City of Long Branch that the payment of these bills set forth on the attached list are hereby approved.

*MOVED:*

*SECONDED:*

*AYES:*

*NAYS:*

*ABSENT:*

*ABSTAIN:*

I hereby certify the foregoing to be a true copy of a resolution adopted by the Insurance Commission at their Regular meeting held on March 12, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Long Branch, Monmouth County, New Jersey, this \_\_\_\_\_ day of March 2025.

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Tara L. Okros  
Recording Secretary

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**PUBLIC NOTICE**

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Notice is hereby given that the following bills will be submitted for payment approval as of March 12, 2025. The original bills are on file in the Office of the Director of Finance of the City of Long Branch between the hours of 8:30 A.M. and 4:30 P.M. Monday through Friday.

Body's Unlimited  
Body's Unlimited  
Lee Zebede

Repairs to Recreation Van - Deductible  
Repairs to Recreation Van - 07/15/2024  
Full and Final Payment - 01/13/2025

\* 1,000.00  
\* 4,379.39  
\* 480.16

**TOTAL SELF INSURANCE**

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**5,859.55**