

ELSINBORO TOWNSHIP
January 25, 2020
Workshop/Meeting

The workshop will be called to order at 9:00 a.m. by Mayor Elwell as advertised. The requirements of the Sunshine Law were met by notifying the South Jersey Times within the time prescribed by law. Notice was also posted on the bulletin board at the Emergency Management Building.

The purpose of the special meeting is to review and begin preparing the 2020 Municipal Budget and discussion and action upon any matters brought before the Township Committee, to the extent permitted by law.

Vouchers to be approved

Motion McAllister Second Hogate 3 RCV aye

The committee went over the Budget line by line for 2020 and discussed. A draft will be prepared by the CFO.

Resolution 2020-16

A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER TWO REQUIREMENTS

Whereas, the Elsinboro Township is a member of the Gloucester, Salem, Cumberland Municipal Joint Insurance Fund which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

Whereas, through its membership in the Gloucester, Salem, Cumberland Municipal Joint Insurance Fund the Elsinboro Township enjoys cyber liability insurance coverage to protect the Elsinboro Township from the potential devastating costs associated with a cyber related claim; and

Whereas, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

Whereas, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1 & Tier 2 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Elsinboro Township ; and

Whereas, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Elsinboro Township to claim a reimbursement of a paid insurance deductible in the event the member files a claim against Elsinboro Township's cyber insurance policy, administered through Gloucester, Salem, Cumberland Municipal Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund;

Now Therefore Be It Resolved, that Elsinboro Township does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 2 of the NJ MEL Cyber Risk Management Plan;

- **Server Security**
- **Limiting Access Privileges**
- **Acceptable Use of Internet and Email**
- **Protection of Data**
- **Passwords Policy**
- **Appropriate level of Technology Support**
- **Leadership has Expertise to Support Technology Decision Making**

And, Be It Further Resolved, that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval

This Resolution was duly adopted by Elsinboro Township at a public meeting held on
January 25, 2020.

Motion McAllister Second Hogate 3 RCV aye

**RESOLUTION 2020-17
RESOLUTION TO PURCHASE A NEW HVAC SYSTEM**

WHEREAS, Elsinboro Township has a need for a new Heat and Air conditioning system; and

WHEREAS, the Township Committee of the Township of Elsinboro has awarded Hometown Heating & Air Conditioning the job for \$7300.00; and

WHEREAS Hometown Heating & Air Conditioning is qualified to the job; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of Elsinboro, that this takes effect on January 25, 2020; and

Motion McAllister Second Hogate 3 RCV aye

Quotes - Hometown Heating & Air conditioning - \$7300.00
BEA Heating & Cooling - \$9330.63
Harris - \$10,155.85
Envirosafe - \$7795.00

Motion to approve Holladay's Junk yard license

Motion McAllister Second Hogate 3 RCV aye

The Snow removal contract is still under discussion.

Motion to adjourn to Adjourn at 11:35 am

Motion McAllister Second Hogate 3 RCV aye