

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
CONSENT AGENDA  
APRIL 24, 2014**

The following Resolutions listed on the Consent Agenda will be enacted in one motion. Copies of all Resolutions are available to any person upon request. Any Commissioner wishing to remove any Resolution(s) to be voted upon, may do so at this time, and said Resolution(s) will be moved and voted separately.

**Resolutions**

**Subject Matter**

**Motion** \_\_\_\_\_

**Second** \_\_\_\_\_

**Resolutions**

**Subject Matter**

16-14

Acceptance of 2013 Year End Financial Statements

17-14

Authorization of March and April 2014 Bills List

18-14

Certification of Claim Payments/Imprest Transfers

19-14

Resolution for Executive Session - For specified purpose of Claims discussion

**RESOLUTION NO. 16-14**

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
CERTIFICATION OF ANNUAL AUDIT REPORT FOR  
PERIOD ENDING DECEMBER 31, 2013**

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 2013 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

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 Executive Committee hereby states 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.

BE IT FURTHER RESOLVED that the 2012 fund year be and is hereby closed.

**ADOPTED: April 24, 2014**

**BY:** \_\_\_\_\_  
**CHAIRPERSON**

**ATTEST:**  
\_\_\_\_\_  
**SECRETARY**

**GROUP AFFIDAVIT FORM  
CERTIFICATION OF FUND COMMISSIONERS  
of the  
BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND**

We the Fund Commissioners of the Bergen Municipal Employee Benefits Fund, of full age, being duly sworn according to law, upon our oath depose and say:

1.) We are duly elected members Fund Commissioners of the Bergen Municipal Employee Benefits Fund.

2.) In the performance of our duties, and pursuant to the Local Finance Board Regulation, we have familiarized ourselves with the contents of the Annual Fund Audit filed with the Secretary of the Fund pursuant to N.J.S.A. 40A:5-6 and N.J.S.A. 40A:10-36 for the year 2013.

3.) We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled:

GENERAL COMMENTS - RECOMMENDATIONS

\_\_\_\_\_ (L.S.)

\_\_\_\_\_ (L.S.)

\_\_\_\_\_ (L.S.)

\_\_\_\_\_ (L.S.)

\_\_\_\_\_ (L.S.)

\_\_\_\_\_ (L.S.)

\_\_\_\_\_ (L.S.)

Attest:

\_\_\_\_\_  
Secretary to the Fund

The Secretary of the Fund shall set forth the reason for the absence of signature of any members of the Executive Committee.

Important: This certificate must be sent to the Division of Local Government Services, CN 803, Trenton, NJ 08625.

**RESOLUTION NO. 17-14**

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
APPROVAL OF THE FEBRUARY 2014 BILLS LIST**

**WHEREAS**, the **Bergen Municipal Employee Benefits Fund** held a Public Meeting on **April 24, 2014** for the purposes of conducting the official business of the Fund; and

**WHEREAS**, The Treasurer for the Fund presented bills lists to satisfy outstanding costs incurred for operating the Fund during the months of March and April 2014 for consideration and approval of the Executive Committee; and

**WHEREAS**, a quorum of the Executive Committee was present thereby conforming with the By-laws of the Fund to conduct official business of the Fund,

**NOW THEREFORE BE IT RESOLVED** the Commissioners of the Executive Committee of the **Bergen Municipal Employee Benefits Fund** hereby approve the Bills List for March and April 2014 prepared by the Treasurer of the Fund and duly authorize and concur said bills to be paid expeditiously, in accordance with the laws and regulations promulgated by the State of New Jersey for Municipal Health Insurance Funds.

**ADOPTED: April 24, 2014**

**BY:** \_\_\_\_\_  
**CHAIRPERSON**

**ATTEST:**

\_\_\_\_\_  
**SECRETARY**

**RESOLUTION NO. 18-14**

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
APPROVAL OF CLAIMS PAYMENTS/IMPREST TRANSFERS  
FOR FEBRUARY 2014**

**WHEREAS**, the **Bergen Municipal Employee Benefits Fund** held a Public Meeting on **April 24, 2014** for the purposes of conducting the official business of the Fund; and

**WHEREAS**, The Treasurer for the Fund presented a Treasurers Report which detailed the claims payments and imprest transfers for the Fund for the Month of February for all Fund Years for consideration and approval of the Executive Committee; and

**WHEREAS**, a quorum of the Executive Committee was present, thereby conforming with the By-laws of the Fund to conduct official business of the Fund,

**NOW, THEREFORE BE IT RESOLVED**, the Commissioners of the Executive Committee of the **Bergen Municipal Employee Benefits Fund** hereby approve the Treasurers Report as furnished by the Treasurer of the Fund and concur with actions undertaken by the Treasurer, in accordance with the laws and regulations promulgated by the State of New Jersey for Municipal Health Insurance Funds.

**ADOPTED: April 24, 2014**

**BY:** \_\_\_\_\_  
**CHAIRPERSON**

**ATTEST:**  
  
\_\_\_\_\_  
**SECRETARY**

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
BILLS LIST**

**CONFIRMATION OF PAYMENT**

**FEBRUARY 2014**

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

**BE IT RESOLVED** that the Bergen Municipal Employee Benefit 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 2013**

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
<b>000166</b>			
000166	PERMA	1099 E-FILING FOR 2013	14.95
			<b>14.95</b>
		Total Payments FY 2013	14.95

**FUND YEAR 2014**

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
<b>000167</b>			
000167	AETNA	MEDICARE ADVANTAGE - 03/2014	53,856.00
			<b>53,856.00</b>
<b>000168</b>			
000168	FLAGSHIP HEALTH SYSTEMS	RUTHERFORD - 03/2014 - GRP 695	1,962.54
000168	FLAGSHIP HEALTH SYSTEMS	EAST RUTHERFORD - 03/2014 - GRP 16	2,767.59
			<b>4,730.13</b>
<b>000169</b>			
000169	DELTA DENTAL OF NEW JERSEY INC	DENTAL ADMIN - 03/2014 - GRP 3604	4,910.50
			<b>4,910.50</b>
<b>000170</b>			
000170	AETNA	TPA FEE 03/2014	39,228.40
			<b>39,228.40</b>
<b>000171</b>			
000171	PERMA	WEBSITE COMAIN REGISTRATION 03/2014	212.50
000171	PERMA	EXECUTIVE DIRECTOR - 03/2014	21,181.76
000171	PERMA	POSTAGE FEE 02/2014	23.08
			<b>21,417.34</b>
<b>000172</b>			
000172	HUNTINGTON BAILEY, LLP	ATTORNEY FEE 03/2014	4,681.75
			<b>4,681.75</b>
<b>000173</b>			
000173	JOSEPH IANNAONI, JR.	TREASURER FEE 03/2014	1,651.00
			<b>1,651.00</b>
<b>000174</b>			
000174	IMEDECS, INC.	PROFESSIONAL SERVICES - 02/27/14	425.00
000174	IMEDECS, INC.	PROFESSIONAL SERVICES - 02/21/14	425.00
			<b>850.00</b>

<b>000175</b>			
000175	ALLSTATE INFORMATION MANAGEMNT	DEPT: 418 - ACT & STOR - 02/28/2014	74.65
			<b>74.65</b>
<b>000176</b>			
000176	LaMendola Associates, Inc.	BOARD ADVISOR - 02/2014	1,500.00
			<b>1,500.00</b>
<b>000177</b>			
000177	NORTH JERSEY MEDIA GROUP	ADV 1107168 - 02/27/14 – RESOLUTION	142.18
			<b>142.18</b>
<b>000178</b>			
000178	THE VOZZA AGENCY	RMC FEE 03/2014 - PARK RIDGE	1,632.24
000178	THE VOZZA AGENCY	RMC FEE 03/2014 - FORT LEE	550.88
000178	THE VOZZA AGENCY	RMC FEE 03/2014 – OAKLAND	4,442.77
			<b>6,625.89</b>
<b>000179</b>			
000179	PIA SECURITY PROGRAMS, INC.	RMC FEE 03/2014	15,001.12
			<b>15,001.12</b>
<b>000180</b>			
000180	KONIKOWSKI INS. AGENCY, INC.	RMC FEE 03/2014 – WALLINGTON	736.98
000180	KONIKOWSKI INS. AGENCY, INC.	RMC FEE 02/2014 – WALLINGTON	747.36
			<b>1,484.34</b>
<b>000181</b>			
000181	CONNER STRONG & BUCKELEW	HEALTH CARE REFORM - 03/2014	2,083.33
000181	CONNER STRONG & BUCKELEW	BENEFITS CONSULTANT FEE 03/2014	13,654.46
			<b>15,737.79</b>
<b>000182</b>			
000182	SADDLE RIVER GOURMET	MEETING - 02/27/2014	489.65
			<b>489.65</b>
<b>000183</b>			
000183	OTTERSTEDT INSURANCE AGENCY	RMC FEE 03/2014 - RIDGEFIELD PARK	4,766.38
			<b>4,766.38</b>
<b>000184</b>			
000184	MUNICIPAL REINSURANCE H.I.F.	SPECIFIC REINSURANCE - 03/2014	116,303.52
000184	MUNICIPAL REINSURANCE H.I.F.	AGGREGATE REINSURANCE - 03/2014	4,037.50
			<b>120,341.02</b>
		Total Payments FY 2014	297,488.14

**TOTAL PAYMENTS ALL FUND YEARS \$ 297,503.09**

\_\_\_\_\_  
Chairperson

Attest:

Dated: \_\_\_\_\_

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



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Treasurer

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND  
BILLS LIST**

**Resolution No. 17-14**

**APRIL 2014**

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

**BE IT RESOLVED** that the Bergen Municipal Employee Benefit 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 2014**

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
<b>000185</b>			
000185	AETNA MEDICARE ADVANTAGE	MEDICARE ADVANTAGE - 04/2014	53,584.00
			<b>53,584.00</b>
<b>000186</b>			
000186	FLAGSHIP HEALTH SYSTEMS	RUTHERFORD BORO - 04/2014 - GRP 695	1,962.54
000186	FLAGSHIP HEALTH SYSTEMS	EAST RUTHERFORD - 04/2014 - GRP 16	2,767.59
			<b>4,730.13</b>
<b>000187</b>			
000187	DELTA DENTAL OF NEW JERSEY INC	DENTAL ADMIN - 04/2014 - GRP 3604	4,956.25
			<b>4,956.25</b>
<b>000188</b>			
000188	AETNA	TPA FEE 04/2014	39,568.25
			<b>39,568.25</b>
<b>000189</b>			
000189	PERMA	WEBSITE DOMAIN REGISTRATION - 04/2014	212.50
000189	PERMA	POSTAGE FEE 03/2014	42.56
000189	PERMA	EXECUTVE DIRECTOR FEE 02/14 OVERPAYMENT	-170.00
000189	PERMA	EXECUTIVE DIRECTOR - 04/2014	21,286.99
			<b>21,372.05</b>
<b>000190</b>			
000190	HUNTINGTON BAILEY, LLP	ATTORNEY FEE 04/2014	4,681.75
			<b>4,681.75</b>
<b>000191</b>			
000191	JOSEPH IANNAONI, JR.	TREASURER FEE 04/2014	1,651.00
			<b>1,651.00</b>
<b>000192</b>			
000192	ALLSTATE INFORMATION MANAGEMNT	DEPT: 418 - ACT & STOR - 03/31/14	267.67
			<b>267.67</b>
<b>000193</b>			
000193	LaMendola Associates, Inc.	BOARD ADVISER FEE 03/2014	1,530.00
			<b>1,530.00</b>
<b>000194</b>			
000194	JOHN VATAHA	ACTUARY 2ND QTR 2014	9,205.50
			<b>9,205.50</b>
<b>000195</b>			
000195	THE VOZZA AGENCY	RMC FEE 04/2014 - PARK RIDGE	1,583.16
000195	THE VOZZA AGENCY	RMC FEE 04/2014 - FORT LEE	564.96

000195	THE VOZZA AGENCY	RMC FEE 04/2014 – OAKLAND	3,902.18
			<b>6,050.30</b>
<b>000196</b>			
000196	PIA SECURITY PROGRAMS, INC.	RMC FEE 04/2014	15,017.98
			<b>15,017.98</b>
<b>000197</b>			
000197	BURTON AGENCY INC.	RMC FEE 04/2014 – WESTWOOD	752.10
000197	BURTON AGENCY INC.	RMC FEE 03/2014 – WESTWOOD	708.50
			<b>1,460.60</b>
<b>000198</b>			
000198	KONIKOWSKI INS. AGENCY, INC.	RMC FEE 04/2014 – WALLINGTON	747.36
			<b>747.36</b>
<b>000199</b>			
000199	CONNER STRONG & BUCKELEW	HEALTH CARE REFORM - 04/2014	2,083.33
000199	CONNER STRONG & BUCKELEW	BENEFITS CONSULTING FEE - 04/2014	13,735.87
			<b>15,819.20</b>
<b>000200</b>			
000200	OTTERSTEDT INSURANCE AGENCY	RMC FEE 04/2014 - RIDGEFIELD PARK	4,873.09
			<b>4,873.09</b>
<b>000201</b>			
000201	MUNICIPAL REINSURANCE H.I.F.	SPECIFIC REINSURANCE - 04/2014	117,311.10
000201	MUNICIPAL REINSURANCE H.I.F.	AGGREGATE REINSURANCE - 04/2014	4,016.25
			<b>121,327.35</b>
		Total Payments FY 2014	306,842.48

**TOTAL PAYMENTS ALL FUND YEARS \$ 306,842.48**

\_\_\_\_\_  
Chairperson

Attest:

Dated: \_\_\_\_\_

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

\_\_\_\_\_  
Treasurer