

# NORTH JERSEY MUNICIPAL EMPLOYEE BENEFITS FUND



APRIL 7, 2025  
ZOOM MEETING  
12:00 PM  
AGENDA AND REPORTS

Join Zoom Meeting

<https://permainc.zoom.us/j/91245394706>

Meeting ID: 912 4539 4706

---

One tap mobile

+16469313860,,91245394706# US

+19292056099,,91245394706# US (New York)

## **STATEMENT OF COMPLIANCE**

In accordance with the Open Public Meetings Act and the Emergency Remote Meeting Protocol for Local Public Bodies, adequate and electronic notice of this remote meeting have been provided by:

1. Sending advance written notice to The Star Ledger and the Record
2. Filing advance written notice of this meeting with the Clerk/ Administrator of each member.
3. Sending advance electronic mail notice of this meeting to the Clerk/ Administrator of each member.
4. Posting electronic notice of this meeting on the Fund's website which notice provided the time, date, and instructions for: (i) access to the Remote Public Meeting, (ii) how to provide public comment, and (iii) how to access the agenda.
5. Posting a copy of the meeting notice on the public bulletin board of all members.
6. Posting notice on the outside front door of Randolph Township Hall located at 502 Millbrook Ave, Randolph NJ 07869, clearly visible from the outside.
7. During the business session portion of this Remote Public Meeting the audio of all members of the public attending the meeting will be muted. At the end of the business session of the meeting, a time for public comment will be available. Members of the public who desire to provide comment shall raise their virtual hand in the Zoom application and/or submit a written comment via the text message section of the application and/or press #9 on their telephone if attending via the service number. The meeting moderator will queue the members of the public that wish to provide comment and the Chairperson will recognize them in order. Public comment shall be concise and to the point and shall not contain abusive, defamatory, or obscene language.

**NORTH JERSEY MUNICIPAL EMPLOYEE BENEFITS FUND**  
**AGENDA MEETING: APRIL 7, 2025**  
**ZOOM**  
**12:00 PM**

**MEETING CALLED TO ORDER - OPEN PUBLIC MEETING NOTICE READ**

**FLAG SALUTE**

**ROLL CALL OF 2025 EXECUTIVE COMMITTEE**

<b>2025 Executive Committee</b>	
Thomas S. Russo, Jr., Chair	Town of Newton
Carrine Piccolo-Kaufer, Secretary	Township of Hardyston
Barbara Russo	Township of Berkeley Heights
Tammy Smith	Knowlton BOE
Greg Poff	Randolph Township
Scott Heck	Borough of Ringwood
<b>Executive Committee Alternates:</b>	
Dina Valente-Stoel	Borough of Lincoln Park
Mike Sondermeyer	Borough of Bloomingdale
Deb Millikin	Township of Jefferson

---

**PROFESSIONALS REPORTS:**

**ATTORNEY – (Edward Pasternak and Fred Semrau, Esq)**

Attorney Report: Summary Report.....Page 3

Resolution 25-18: Resolution Awarding CC#25-01 .....Page 4

**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC COMMENT**

**MEETING ADJOURNED**

# ATTORNEY REPORT

## NJMEBF 25R-01 PROGRAM MANAGER

Vendor	Technical (Max Points 40)	Managerial (Max Points 40)	Cost (Max Points 20)	Final
Connor, Strong & Buckelew	36.19	33.87	15.41	85.47
The Vozza Agency	36.95	32.35	14.27	83.57
Novo Connection	18.67	15.60	8.94	43.21
Priority Groups	13.33	7.99	6.66	27.99

**Reason for selection:** Connor, Strong & Buckelew has provided the most advantageous proposal, cost and other factors considered. This is based upon the ranking system and thorough review of all proposals.

	Priority Groups	Connor, Strong & Buckelew	The Vozza Agency	Novo Connection
Technical criteria: (Max Points 40)				
SUB TOTAL TECHNICAL	13.33	36.19	36.95	18.67
Management criteria: (Max Points 40)				
SUB TOTAL MANAGERIAL	7.99	33.87	32.35	15.60
Cost criteria: (Max Points 20)				
SUB TOTAL COST	6.66	15.41	14.27	8.94
RANKINGS POINTS	27.99	85.47	83.57	43.21

**RESOLUTION NO. 25-18**

**NORTH JERSEY MUNICIPAL EMPLOYEE BENEFITS FUND  
RESOLUTION AWARDDING CC# 25-01 TO CONNER STRONG & BUCKELEW FOR PROGRAM  
MANAGER SERVICES, NJMEBF #25-01 COMPETITIVE CONTRACT IN A FAIR AND OPEN  
MANNER**

**WHEREAS**, there is a need for Program Manager Services as procured as a competitive contract in accordance with the New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-4.1et seq.); and

**WHEREAS**, the North Jersey Municipal Employee Benefits Fund (Fund) duly advertised for public receipt of competitive contract proposals providing the required 20 days prior to receipt for NJMEBF #25-01 in a fair and open manner, consistent with N.J.S.A.19:44A-20.5 et. Seq.; and

**WHEREAS**, the Fund received competitive contract proposals on March 11, 2025; and

**WHEREAS**, the rating committee has reviewed the submittals and rated according to the direction under competitive contracts as required within N.J.A.C. 5:34-4 et. Seq.; and

**WHEREAS**, Conner Strong & Buckelew, PO Box 99106, Camden, New Jersey, 08101 has provided the response most advantageous to the Fund, under the demands of price and other factors found within statute; and

**WHEREAS**, the process was administered as required by law by the Qualified Purchasing Agent and Fund Attorney who has concurred with the legality of the purchase in accord with the New Jersey Local Publics Contract Law (N.J.S.A. 40A:11-1 et seq.); and

**WHEREAS**, the term of contract shall be for 20 months from May 1, 2025, through December 31, 2026, as authorized under N.J.S.A.40A:11-4.1 et. Seq.;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Fund Commissioners of the North Jersey Municipal Employee Benefits Fund, that the Fund hereby awards a contract to Conner Strong & Buckelew, PO Box 99106, Camden, New Jersey, 08101 for 20 months from May 1, 2025, through December 31, 2026, in accord with NJMEBF CC# 25-01 Program Manager Services; and

**BE IT FURTHER RESOLVED** the compensation shall be as follows:

Service	PEPM	Estimated Monthly*
Active and Pre-65 Medical and RX coverage	\$8.00	\$16,792.00
Medicare Advantage	\$8.00	\$7,600.00
Dental-Only Coverage	\$2.00	\$1,364.00
Plan Documents for new groups		\$2,000 one-time fee
Plan Documents for exiting groups		\$1,500 one-time fee

*\*Based on census as of April 4, 2025*

; and

**BE IT FURTHER RESOLVED**, Funds' Executive Director is authorized to execute all contractual documents in furtherance of this award.

**ADOPTED: APRIL 7, 2025**

**BY:**

---

**CHAIRPERSON**

**ATTEST:**

---

**SECRETARY**