

**ATLANTIC COUNTY MUNICIPAL  
JOINT INSURANCE FUND  
RESOLUTION #2018-26**

**A RESOLUTION AUTHORIZING THE CHAIRPERSON AND  
SECRETARY OF THE ATLANTIC COUNTY MUNICIPAL JOINT  
INSURANCE FUND TO EXECUTE AN AGREEMENT TO  
PARTICIPATE IN A SHARED SERVICES AGREEMENT FOR THE  
COMPLETION OF A CLAIMS AUDIT**

**WHEREAS**, the Atlantic County Municipal Joint Insurance Fund has been organized pursuant to *N.J.S.A. 40A:10-36 et. seq.*; and

**WHEREAS**, the Atlantic County Municipal Joint Insurance Fund (ACM JIF) is duly constituted as a Municipal Self Insurance Fund to provide insurance coverage to its member municipalities; and

**WHEREAS**, the Commissioners of the ACM JIF have determined that the ACM JIF is distinguished from commercial insurance providers by virtue of the fact that it is formed by municipalities, it is funded by public monies appropriated by the member municipalities, it serves a public purpose and is responsible for the discharge of its function in a manner consistent with policies applicable to municipal government; and

**WHEREAS**, *N.J.S.A. 40A:65-1 et. seq.* provides the authority for a “local unit” to enter into a Shared Services Agreement with other “local units”, and it has been determined that the ACM JIF qualifies as a “local unit” under the definitions contained in the Statute; and

**WHEREAS**, members of the ACM JIF purchase the services of a Claims Administrator on an annual basis to adjust claims filed against the Fund members; and

**WHEREAS**, the Fund Claims Administrator adjusts workers compensation, property, auto liability, and general liability claims on behalf of the Fund members; and

**WHEREAS**, the performance of the Claims Administrators adjusters, their adherence to Fund policies and procedures, and sound adjusting procedures has a direct impact on the Fund’s performance; and

**WHEREAS**, it is in the Fund’s best interest to contract with an outside firm to complete an audit of the Claims Administrator performance; and

**WHEREAS**, it has been deemed to be in the best interest of the ACM JIF to enter into a Shared Services Agreement with the following “local units” for the purpose of advertising a Request for Proposals under the “Competitive Contracting” section of the Local Public Contracts Law (*N.J.S.A. 40A:11-4.1*) for the purchase of claims auditing services since each of the below “local units” utilizes the same Claims Administrator:

- a.) Burlington County Municipal Joint Insurance Fund

b.) Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund;  
and

**WHEREAS**, the Commissioners of the ACM JIF have determined that it is appropriate to authorize the execution of this Shared Services Agreement, which authorizes the advertisement of the Request for Proposals for the purchase of claims auditing services.

**NOW THEREFORE BE IT RESOLVED**, by the Commissioners of the ACM JIF assembled in a public session March 27, 2018, that:


1. The Chairperson and Secretary of the ACM JIF are authorized to execute the Shared Services Agreement.

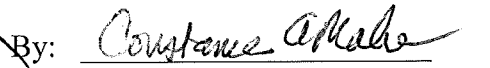
2. The Agreement provides that the Request for Proposals for the purchase of claims auditing services under the "Competitive Contracting" section of the Local Public Contracts Law (*N.J.S.A. 40A:11-4.1*) shall be advertised and submitted to vendors offering these services requesting that they submit proposals to provide the requested services to the "local units" participating in the Shared Services Agreement.

**BE IT FURTHER RESOLVED**, that a copy of this Resolution shall be filed with the New Jersey Division of Local Government Services in the Department of Community Affairs.

This Resolution was duly adopted by the Atlantic County Municipal Joint Insurance Fund at a public meeting held on March 27, 2018.

**ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

Attest:   
Ingrid Perez, Secretary

By:   
Constance Mahon, Chairperson

Date: 3-27-18