



MOKENA FPD FIREFIGHTERS' PENSION FUND

19853 S Wolf Road ■ Mokena, Illinois 60448

Joe Cirelli, President ■ Stewart Romadka, Trustee ■ Joseph Shefcik, Trustee ■ Richard Gotter, Trustee ■ Kenneth Blank, Treasurer

MINUTES OF A REGULAR MEETING OF THE MOKENA FPD FIREFIGHTERS' PENSION FUND BOARD OF TRUSTEES OCTOBER 8, 2019

A regular meeting of the Mokena FPD Firefighters' Pension Fund Board of Trustees was held on Tuesday, October 8, 2019 at 5:30 p.m. in the Mokena FPD Administration Building located at 19853 S. Wolf Road, Mokena, Illinois 60448, pursuant to notice.

CALL TO ORDER: Trustee Cirelli called the meeting to order at 5:33 p.m.

ROLL CALL:

PRESENT: Trustees Joe Cirelli, Richard Gotter and Kenneth Blank

ABSENT: Trustees Joseph Shefcik and Stewart Romadka

ALSO PRESENT: Tim Hammond, Hammond Investment Management, LLC; John Williams, Hearne & Associates PC; Ashley Wraight and Mike May, Lauterbach & Amen, LLP (L&A); Chief Howard Stephens and Assistant Chief Richard Campbell, Mokena FPD; Brian Beerman and Sharon Kruspe, FNBC Bank

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *July 9, 2019 Regular Meeting:* The Board reviewed the July 9, 2019 regular meeting minutes. A motion was made by Trustee Gotter and seconded by Trustee Blank to approve the July 9, 2019 regular meeting minutes as written. Motion carried unanimously by voice vote.

ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report:* The Board reviewed the Monthly Financial Report for the three-month period ending August 31, 2019, prepared by L&A. As of August 31, 2019, the net position held in trust for pension benefits is \$17,866,317.78 for a change in position of \$1,205,126.07. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report and Payroll Journal.

Presentation and Approval of Bills: The Board reviewed the Vendor Check Report for the period June 1, 2019 through August 31, 2019 for total disbursements in the amount of \$23,996.48.

Additional Bills, if any: The Board reviewed the following additional bills for approval:

- Hammond Investment Management, LLC invoice in the amount of \$3,840.02 for 2019 3rd quarter professional services.
- Reimer Dobrovolny PC invoice #25340 in the amount of \$1,479.47 for legal services rendered.

A motion was made by Trustee Blank and seconded by Trustee Gotter to approve the additional bills as presented. Motion carried unanimously by voice vote.

INVESTMENT REPORT – HAMMOND INVESTMENT MANAGEMENT, LLC: *Investment Review:* Mr. Hammond presented the Investment Review for the period ending September 30, 2019. Mr. Hammond reviewed the Overall Portfolio, Market Indexes, Bond Portfolio and Equity-Mutual Funds. As of September 30, 2019, the quarter-to-date net return is 0.96% for an investment return of \$167,833 and a total portfolio

value of \$17,825,961. The current asset allocation is as follows: Fixed Income at 42.6%, Equities at 56.5% and Cash & Money Funds at 0.9%.

Approve Transfer of Funds to Schwab Account: The Board discussed transferring \$425,000 from the ICS account into the Schwab account. A motion was made by Trustee Blank and seconded by Trustee Gotter to approve the transfer as discussed. Motion carried unanimously by voice vote.

Review/Update Investment Policy: The Board discussed the Investment Policy and determined that no changes are required at this time.

COMMUNICATIONS AND REPORTS: *Affidavits of Continued Eligibility:* The Board noted that all 2019 Affidavits of Continued Eligibility have been received by L&A. The originals were presented to the Board for their records.

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND: There were no applications for membership or withdrawals from the Fund.

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS: *Status of Disability Benefit – Ryan Bennett:* The Board noted that Ryan Bennett's medical records have been sent to INSPE for review. Upon completion of the medical records review a hearing regarding Ryan Bennett's disability benefit will be scheduled.

OLD BUSINESS: *IDOI Annual Statement:* The Board noted that the IDOI Annual Statement is in process and the final report will be sent to the Board for review upon completion.

NEW BUSINESS: *Review/Approve – Actuarial Valuation and Tax Levy Request:* The Board reviewed the finalized Actuarial Valuation prepared by L&A. Based on data and assumptions, the recommended contribution amount is \$973,634 which is a \$25,375 increase from the prior year contribution. The statutory minimum contribution requirement is \$747,647. A motion was made by Trustee Gotter and seconded by Trustee Blank to accept the Actuarial Valuation as prepared and to request a tax levy in the amount of \$973,634 from the Mokena Fire Protection District Board of Trustees based on the recommended amount stated in the Actuarial Valuation prepared by L&A. Motion carried unanimously by voice vote.

Review/Adopt – Municipal Compliance Report: The Board reviewed the Municipal Compliance Report prepared by L&A. A motion was made by Trustee Blank and seconded by Trustee Gotter to adopt the MCR as prepared and to authorize signatures by the Board President and Secretary. Motion carried unanimously by voice vote.

Review/Approve – April 2019 Audit: John Williams presented the Annual Audit Report for the fiscal year ending April 30, 2019 audit prepared by Hearne & Associates PC. A motion was made by Trustee Blank and seconded by Trustee Gotter to approve the April 30, 2019 audit as presented. Motion carried unanimously by voice vote.

Mr. Williams left the meeting at 6:01 p.m.

Reinstatement of Creditable Service – Justin Bakker: The Board noted that the balance due from Justin Bakker to the Mokena FPD Firefighters' Pension Fund to reinstate creditable service has been received in full. A motion was made by Trustee Gotter and seconded by Trustee Blank to accept payment in the amount of \$684.24 and recognize the purchase as paid in full. Motion carried unanimously by voice vote.

Establish 2020 Board Meeting Dates: The Board discussed establishing the 2020 Board meeting dates as January 14th, April 14th, July 14th and October 13th at 5:30 p.m. at the Mokena FPD Administration Building located at 19853 S. Wolf Road, Mokena, Illinois 60448. A motion was made by Trustee Blank and seconded by Trustee Gotter to establish the 2020 Board meeting dates as stated. Motion carried unanimously by voice vote.

Review/Approve – Collateralization Agreement with FNBC: Mr. Beerman and Ms. Kruspe reviewed the revised proposal detailing the collateralization agreement with the Mokena PFD Firefighters Pension Fund. A motion was made by Trustee Gotter and seconded by Trustee Blank to approve the collateralization agreement with FNBC pending the District's approval. Motion carried unanimously by voice vote.

Mr. Beerman and Ms. Kruspe left the meeting at 6:06 p.m.

TRUSTEE TRAINING UPDATES: The Board reviewed the Trustee Training Summary and discussed upcoming training opportunities. Trustees were reminded to submit any certificates of completion to L&A for recordkeeping.


Approval of Trustee Training Registration Fees and Reimbursable Expenses: There were no trustee training registrations or reimbursable expenses presented for approval.

ATTORNEY'S REPORT – REIMER & DOBROVOLNY PC: *Review/Adopt – Resolution Regarding Consolidation of Pension Funds:* The Board reviewed the Resolution Regarding Consolidation of Pension Funds provided by Attorney Reimer. A motion was made by Trustee Blank and seconded by Trustee Gotter to adopt the Resolution as presented and to authorize signatures by the Board President and Secretary. Motion carried unanimously by voice vote.

CLOSED SESSION, IF NEEDED: There was no need for closed session.

ADJOURNMENT: A motion was made by Trustee Gotter and seconded by Trustee Blank to adjourn the meeting at 6:09 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Tuesday, January 14, 2020 at 5:30 p.m.



Board President or Secretary

Minutes approved by the Board of Trustees on 1-14-2020

Minutes prepared by Ashley Wraight, Pension Services Administrator, Lauterbach & Amen, LLP