MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES THE WHEELING POLICE PENSION FUND TUESDAY, OCTOBER 17, 2017

A regular meeting of the Board of Trustees of the Wheeling Police Pension Fund was held on **Tuesday, October 17, 2017, at 8:00 am**, in the Wheeling Village Hall Scanlon Conference Room located at 2 Community Blvd, Wheeling, IL for the purpose of conducting regular business.

CALL TO ORDER: The meeting was called to order by Trustee Musolf at 8:01 am.

ROLL CALL:

PRESENT:	Trustees Troy Musolf, Joseph Kopecky, Bill Benson, Michael Mondschain and Tony Cinquegrani *(arrived at 8:06 am)*
ABSENT:	None
ALSO PRESENT:	Board Attorney Jeff Goodloe, Puchalski, Goodloe, Marzullo (PGM); Spencer Klein and Frank Fanelli, MB Financial; Eric Endriukaitis and Lora Murphy, Lauterbach & Amen, LLP (L&A)

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *August 31, 2017 Special Meeting Minutes:* The Board reviewed the minutes from the August 31, 2017 special meeting. A motion was made by Trustee Kopecky and seconded by Trustee Benson to approve the August 31, 2017 special meeting minutes as written. Motion carried unanimously by voice vote.

The *July 18, 2017* Regular Meeting Minutes will be reviewed and approved at the next regularly scheduled meeting.

Trustee Cinquegrani joined the meeting at 8:06 am.

ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report:* The Board reviewed the Monthly Financial Report for the period ending September 30, 2017, prepared by L&A. As of September 30, 2017, the net position held in trust for pension benefits is $51,823,622.72 with a net change in position of $4,532,786.66 for the nine-month period ending September 30, 2017. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report and Payroll Journal. A motion was made by Trustee Benson and seconded by Trustee Cinquegrani to approve the Monthly Financial Report as presented. Motion carried unanimously by voice vote

Presentation and Approval of Bills: The Board reviewed the Vendor Checks Report for the period July 1, 2017 through September 30, 2017, for total disbursements in the amount of $153,134.03.

Additional Bills: The Board reviewed the following additional bill for approval:

- PGM invoice #0010377 in the amount of $2,621.91 for legal services

A motion was made by Trustee Benson and seconded by Trustee Mondschain to approve the disbursements shown on the Vendor Checks Report in the amount of $152,134.03 and the additional bill as presented. Motion carried by roll call vote.

AYES:	Trustees Musolf, Kopecky, Benson, Cinquegrani and Mondschain
NAYS:	None
ABSENT:	None

Trustee Training Reimbursements: The Board reviewed the following Trustee training reimbursements submitted by Trustees Musolf and Benson for the 2017 IPPFA MidAmerican Pension Conference expenses:

- Reimbursement to Trustee Musolf in the amount of $1,008.20
  - Lodging: $951.20
  - Gas: $57

- Reimbursement to Trustee Benson in the amount of $70.65
    - Gas: $70.65

A motion was made by Trustee Kopecky and seconded by Trustee Cinquegrani to approve the Trustee training reimbursements as presented. Motion carried by roll call vote.

AYES: Trustees Kopecky, Cinquegrani and Mondschain
NAYS: None
ABSENT: None
ABSTAIN: Trustees Musolf and Benson

INVESTMENT REPORT – MB FINANCIAL: *Quarterly Investment Report:* Mr. Fanelli and Mr. Klein presented the Quarterly Investment Report for the period ending September 30, 2017. As of September 30, 2017, the quarter to date net return is 2.63% with an ending market value of $51,724,454. The earnings year to date are 9.47%. The current asset allocation is as follows: Cash 1.24%; Alternative Strategies 3.62%; Equities 52.11%; and Fixed Income 43.02%. Mr. Klein reviewed the Market Commentary, Equity and Fixed Income Portfolios, Credit Rating Report and Transaction Ledger Report with the Board. A motion was made by Trustee Mondschain and seconded by Trustee Kopecky to accept the Quarterly Investment Report as presented. Motion carried unanimously by voice vote.

Review/Update Investment Policy: There were no recommended changes to the Investment Policy at this time. A motion was made by Trustee Kopecky and seconded by Trustee Benson to sign the certification form noting there were no changes made to the current Investment Policy. Motion carried unanimously by voice vote.

COMMUNICATIONS AND REPORTS: *Active Member File Maintenance:* The Board noted that L&A prepared Active Member File Maintenance letters for distribution to all active members requesting any additional pension file documents as required by the IDOI.

Affidavits of Continued Eligibility: The Board noted that L&A will be mailing out Affidavits of Continued Eligibility to all pensioners with the December payroll cycle and a due date of January 31, 2018. A status update will be provided at the next regularly scheduled meeting.

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

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM THE FUND: *Withdrawal from the Fund – Joseph George:* The Board noted that Joseph George resigned from the fund. His DOH was 06/05/17 and LDW was 08/29/17. He application was never approved and a contribution refund has not been requested. A status update will be provided at the next scheduled regular meeting.

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS APPLICATIONS: *Approval of Regular Retirement Benefits – Richard Herdus, Jr:* The Board reviewed the regular retirement benefit calculation for Richard Herdus, Jr. as follows: entry date of 06/30/97; retirement date of 09/07/17; effective date of pension of 05/02/23; 50 years of age at retirement; 20 years creditable service; applicable salary of $97,280.00; applicable percentage of 50%; amount of originally granted annual pension of $48,639.96; and amount of originally granted monthly pension of $4,053.33. A motion was made by Trustee Cinquegrani and seconded by Trustee Benson to approve the regular retirement benefit for Richard Herdus, Jr. as calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Musolf, Kopecky, Benson, Cinquegrani and Mondschain
NAYS: None
ABSENT: None

The Board reviewed the Decision & Order and Certificate of Payment for the regular retirement benefits for Richard Herdus Jr. A motion was made by Trustee Kopecki and seconded by Trustee Benson to adopt and publish the Decision & Order and Certificate of Payment for John Herdus Jr. as prepared by PGM. Motion carried by roll call vote.
AYES: Trustees Musolf, Kopecky, Benson, Cinquegrani and Mondschain
NAYS: None
ABSENT: None

Review/Approve Decision & Order and Certificate of Payment – John Bonk, Peter Panagakis, Stephen Truver and Paul Smith: The Board reviewed the Decision & Order and Certificate of Payment for the regular retirement benefits for John Bonk, Peter Panagakis, Stephen Truver and Paul Smith. A motion was made by Trustee Kopecki and seconded by Trustee Benson to adopt and publish the Decision & Order and Certificate of Payment for John Bonk, as prepared by PGM. Motion carried by roll call vote.
AYES: Trustees Musolf, Kopecky, Benson, Cinquegrani and Mondschain
NAYS: None
ABSENT: None

A motion was made by Trustee Kopecki and seconded by Trustee Benson to adopt and publish the Decision & Order and Certificate of Payment for Peter Panagakis, as prepared by PGM. Motion carried by roll call vote.
AYES: Trustees Musolf, Kopecky, Benson, Cinquegrani and Mondschain
NAYS: None
ABSENT: None

A motion was made by Trustee Kopecki and seconded by Trustee Benson to adopt and publish the Decision & Order and Certificate of Payment for Stephen Truver, as prepared by PGM. Motion carried by roll call vote.
AYES: Trustees Musolf, Kopecky, Benson, Cinquegrani and Mondschain
NAYS: None
ABSENT: None

A motion was made by Trustee Kopecki and seconded by Trustee Benson to adopt and publish the Decision & Order and Certificate of Payment for Paul Smith, as prepared by PGM. Motion carried by roll call vote.
AYES: Trustees Musolf, Kopecky, Benson, Cinquegrani and Mondschain
NAYS: None
ABSENT: None

OLD BUSINESS: There was no old business to discuss at this time.

NEW BUSINESS: *Military Service Purchase – Thomas Pinedo and Christopher Rogers:* The Board noted that Thomas Pinedo and Christopher Rogers completed their military service purchases to transfer 24 months of military service to the Wheeling Police Pension Fund. A motion was made by Trustee Benson and seconded by Trustee Kopecky to accept the payment from Mr. Pinedo in the amount of $46,201.74, recognize the military service purchase as paid in full and acknowledge Mr. Pinedo's revised date of hire from 10/01/99 to 10/01/97. Motion carried by roll call vote.

AYES: Trustees Musolf, Kopecky, Benson, Cinquegrani and Mondschain
NAYS: None
ABSENT: None

A motion was made by Trustee Kopecky and seconded by Trustee Benson to accept the payment from Mr. Rogers in the amount of 45,023.51, recognize the military service purchase as paid in full and acknowledge Mr. Rogers' revised date of hire from 09/29/00 to 09/29/98. Motion carried by roll call vote.
AYES: Trustees Musolf, Kopecky, Benson, Cinquegrani and Mondschain
NAYS: None
ABSENT: None

Review/Approve Actuarial Valuation and Tax Levy Request: The Board reviewed the finalized Actuarial Valuation as prepared by L&A. Based on data and assumptions, the recommended contribution amount is $1,838,450 which is a $70,134 increase from the prior year contribution. The statutory minimum contribution requirement is $1,390,255. A motion was made by Trustee Benson and seconded by Trustee Kopecky to accept the Actuarial Valuation as prepared and to request a tax levy in the amount of $1,838,450 from the Village of Wheeling, based on the recommendation of L&A. Motion carried by roll call vote.
AYES: Trustees Musolf, Kopecky, Benson, Cinquegrani and Mondschain
NAYS: None
ABSENT: None

Review/Adopt – Municipal Compliance Report: The Board reviewed the Municipal Compliance Report prepared by L&A. A motion was made by Trustee Cinquegrani and seconded by Trustee Kopecky to adopt the MCR as prepared and to authorize signatures by the Board President and Secretary. Motion carried by roll call vote.
AYES: Trustees Musolf, Kopecky, Benson, Cinquegrani and Mondschain
NAYS: None
ABSENT: None

2018 Board Meeting Dates: The Board discussed establishing the 2018 Board meeting dates as: January 16th, April 17th, July 17th and October 16th at 8:00 am located in the Wheeling Village Hall Scanlon Conference Room located at 2 Community Blvd, Wheeling, IL. A motion was made by Trustee Kopecky and seconded by Trustee Cinquegrani to establish the 2018 Board meeting dates as stated. Motion carried unanimously by voice vote.

ATTORNEY'S REPORT: *Legal Update:* Mr. Goodloe discussed recent court cases and decisions with the Board and answered all questions.

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

ADJOURNMENT: A motion was made by Trustee Kopecky and seconded by Trustee Mondschain to adjourn the meeting at 8:56 am. Motion carried unanimously by voice vote.

The next regular meeting of the Wheeling Police Pension Fund will be held on Tuesday, January 16, 2018 at 8:00 am.

Respectfully submitted,

Joe Kopecky

Joe Kopecky, Secretary

Date 04/17/18

Minutes prepared by Lora Murphy, Pension Services Administrator, Lauterbach & Amen, LLC