MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE WHEELING POLICE PENSION FUND OCTOBER 16, 2018

A regular meeting of the Board of Trustees of the Wheeling Police Pension Fund was held on **Tuesday, October 16, 2018 at 8:00 a.m.** in the Wheeling Village Hall Scanlon Conference Room located at 2 Community Blvd, Wheeling, IL pursuant to notice.

CALL TO ORDER: The meeting was called to order by Trustee Musolf at 8:00 a.m.

ROLL CALL:

PRESENT:	Trustees Troy Musolf, Joe Kopecky, Bill Benson, and Michael Mondschain
ABSENT:	Trustee Tony Cinquegrani
ALSO PRESENT:	Board Attorney Jeff Goodloe, Puchalski Goodloe Marzullo, LLP (PGM); Spencer Klein and Frank Fanelli, MB Financial; Lora Murphy, Lauterbach & Amen, LLP (L&A); Officer Scott Laverd, Wheeling Police and Deborah Wilson *(arrived at 8:05 a.m.)*

PUBLIC COMMENT: There was no public comment.

NEW BUSINESS: *Transfer of Credible Service/Portability – Scott Laverd:* The Board discussed Scott Laverd's request for portability. The Board noted that Mr. Laverd's entry date with Roselle Police was April 5, 1999 and his last day was October 3, 2000 due to the threat of being laid off. The Board will further discuss this matter at the next regularly scheduled meeting.

APPROVAL OF MEETING MINUTES: *July 17, 2018 Regular Meeting Minutes:* The Board reviewed the minutes from the July 17, 2018 regular meeting. A motion was made by Trustee Benson and seconded by Trustee Mondschain to approve the July 17, 2018 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 period ending September 30, 2018, prepared by L&A. As of September 30, 2018, the net position held in trust for pension benefits is $54,321,612.62 with a net change in position of $1,230,281.54 for the nine-month period ending September 30, 2018. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report and Payroll Journal. A motion was made by Trustee Mondschain and seconded by Trustee Kopecky to accept the monthly financial report as presented. Motion carried unanimously by voice vote.

Presentation and Approval of Bills: The Board reviewed the Vendor Check Report for the period July 1, 2018 through September 30, 2018 for total disbursements in the amount of $159,351.56.

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

- PGM invoice #10727 in the amount of $2,479.62 for legal services.

A motion was made by Trustee Kopecky and seconded by Trustee Benson to approve the disbursements shown on the Vendor Check Report in the amount of $159,351.56 and the additional invoice as presented. Motion carried by roll call vote.

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

Trustee Training Reimbursement: There was no Trustee Training Reimbursements submitted at this time.

INVESTMENT REPORT – MB FINANCIAL: *Quarterly Investment Report:* Mr. Fanelli and Mr. Klein presented the Quarterly Investment Report for the period ending September 30, 2018. As of September 30, 2018, the quarter to date net return is 2.52% with an ending market value of $54,275,387. The earnings year to date are 2.83%. The current asset allocation is as follows: Cash 2.26%; Alternative Strategies 3.70%;

Equities 52.49%; and Fixed Income 41.54%. 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: The Board tabled this discussion until the next regularly scheduled meeting.

COMMUNICATIONS AND REPORTS: *Affidavits of Continued Eligibility:* The Board noted that Affidavits of Continued Eligibility will be mailed to all pensioners with the December payroll cycle and a due date of January 31st. 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: *Application for Membership – Conor Hanley:* The Board tabled this discussion until the next regularly scheduled meeting.

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS APPLICATIONS: *Approve Regular Retirement Benefits – Matthew Jahnke:* The Board reviewed the regular retirement benefit calculation for Matthew Jahnke prepared by L&A. Officer Jahnke had an entry date of 09/01/1992, retirement date of 09/13/2018, effective date of pension of 10/09/2019, 50 years of age at date of retirement, 26 years of creditable service, applicable salary of $100,228.00 applicable pension percentage of 65%, amount of originally granted monthly pension of $5,429.02 and amount of originally granted annual pension of $65,148.24. A motion was made by Trustee Benson and seconded by Trustee Kopecky to approve the regular retirement benefit of Matthew Jahnke as calculated by L&A. Motion carried by roll call vote.

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

Deceased Pensioner – Richard Poppenga/Approval of Surviving Spouse – Diane Poppenga: The Board noted that Richard Poppenga passed away on 07/22/2018. The Board reviewed the surviving spouse benefit calculation for Diane Poppenga with an effective date of 07/23/2018 for a monthly benefit of $6,209.21 with no additional increases. A motion was made by Trustee Benson and seconded by Trustee Kopecky to approve the surviving spouse benefit for Diane Poppenga as calculated by L&A. Motion carried by roll call vote.

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

Review/Approve Decision and Order of Surviving Spouse – Charlene Hermes: The Board reviewed the written Decision and Order for Charlene Hermes' surviving spouse benefits prepared by PGM. A motion was made by Trustee Benson and seconded by Trustee Mondschain to approve the written Decision and Order for Charlene Hermes as prepared. Motion carried by roll call vote.

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

Review/Approve Decision and Order of Dependent – Nicholas Par: The Board reviewed the written Decision and Order for Nicholas Parr's dependent benefits prepared by PGM. A motion was made by Trustee Benson and seconded by Trustee Mondschain to approve the written Decision and Order for Nicholas Parr as prepared. Motion carried by roll call vote.

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

Status of Disability Application – Stephen Hull: Attorney Goodloe reported that he has corresponded with Mr. Hull's attorney and the disability application remains in a holding pattern. An update will be provided at the next regularly scheduled meeting.

OLD BUSINESS: *Review IRS Penalty:* The Board noted that L&A refunded $1,823.43 to the pension Fund for the 2014 IRS Penalty. No further action is needed.

Review/Possibly Approve Rhetoric for IME Instruction Letters to Physicians: Attorney Goodloe has implemented a questionnaire for the IME physicians to complete rather than have instruction letters. Attorney Goodloe reported that this procedure has been working effectively.

Review/Amend – Rules & Regulations/Public Comment Limitations: The Board tabled this discussion until the next regularly scheduled meeting.

NEW BUSINESS (CONTINUED): *Review/Approve – Rules & Regulations:* The Board tabled this discussion until the next regularly scheduled meeting.

2019 Board Meeting Dates: The Board discussed establishing the 2019 Board meeting dates as: January 15th, April 16th, July 16th, and October 15th at 9:00 a.m. located in the Wheeling Village Hall located at 2 Community Blvd, Wheeling, Illinois. A motion was made by Trustee Kopecky and seconded by Trustee Benson to establish the 2019 Board meeting dates as stated. Motion carried unanimously by voice vote.

ATTORNEY'S REPORT: *Legal Updates:* Attorney Goodloe discussed senate bills and recent court cases and decisions with the Board and answered all questions.

Mr. Klein and Mr. Fanelli left the meeting at 9:01 a.m.

OLD BUSINESS (CONTINUED): *Review/Discuss Requests for Proposal – Investment Managers:* The Board discussed the proposals received from the Request for Proposal for Investment Managers. A special meeting will be scheduled to meet with the firm(s) the Board would like to interview.

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

ADJOURNMENT: A motion was made by Trustee Benson and seconded by Trustee Kopecky to adjourn the meeting at 9:26 a.m. Motion carried unanimously by voice vote.

The next regular meeting of the Wheeling Police Pension Fund will be held on Tuesday, January 15, 2019 at 9:00 a.m.

Respectfully submitted,

Jon Kop
Pension Fund Board President or Secretary

Date 1/15/2019

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