MINUTES OF A REGULAR MEETING OF THE WHEELING POLICE PENSION FUND BOARD OF TRUSTEES OCTOBER 26, 2022

A regular meeting of the Wheeling Police Pension Fund Board of Trustees was held on Wednesday, October 26, 2022 at 9:00 a.m. in the Wheeling Village Hall Scanlon Conference Room located at 2 Community Blvd, Wheeling, Illinois 60090, pursuant to notice.

CALL TO ORDER: Trustee Musolf called the meeting to order at 9:00 a.m.

ROLL CALL:

PRESENT:	Trustees Troy Musolf, Michael Bieschke, John Connolly, Michael Kaplan and Keith MacIsaac
ABSENT:	None
ALSO PRESENT:	Attorney Jeff Goodloe, Puchalski Goodloe LLC; John Falduto, Sawyer Falduto Asset Management, LLC; Jennifer Flores, Trinette Gardner and Lora Murphy, Lauterbach & Amen, LLP (L&A); Deborah Wilson, Member of the Public *(arrived at 9:04 a.m.)*

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *July 6, 2022 Regular Meeting:* The Board reviewed the July 6, 2022 regular meeting minutes. A motion was made by Trustee MacIsaac and seconded by Trustee Kaplan to approve the July 6, 2022 regular meeting minutes as written. Motion carried by voice vote with Trustee Connolly abstaining due to not being in attendance at the July 6, 2022 meeting.

July 27, 2022 Special Meeting and Closed Session: The Board reviewed the July 27, 2022 special meeting and closed session meeting minutes. A motion was made by Trustee MacIsaac and seconded by Trustee Kaplan to approve the July 27, 2022 special meeting and closed session meeting minutes as written. Motion carried by voice vote with Trustees Connolly and Musolf abstaining due to not being present at the July 27, 2022 meeting.

ACCOUNTANTS REPORT: *Additional bills, if any:* The Board reviewed Puchalski Goodloe LLC invoice #0000312 in the amount of $4,720 for the fourth quarter retainer fee and miscellaneous legal services rendered. A motion was made by Trustee MacIsaac and seconded by Trustee Bieschke to approve the additional bill as presented. Motion carried by roll call vote.

AYES:	Trustees Musolf, Bieschke, Connolly, Kaplan and MacIsaac
NAYS:	None
ABSENT:	None

TRUSTEE TRAINING UPDATES: The Board was presented with the Trustee Training Summary prepared by L&A.

Approval of Trustee Training Registration Fees and Reimbursable Expenses: The Board reviewed the following Trustee training reimbursement submitted by Trustee Musolf for the 2022 IPPFA MidAmerican Pension Conference expenses:

- Reimbursement to Trustee Musolf in the amount of $386.18
    - Lodging: $386.18

The Board also discussed Trustees Bieschke and Connolly registering for the IPPFA online Certified Trustee Program and authorizing payment not to exceed $600 per registrant. A motion was made by Trustee MacIsaac and seconded by Trustee Bieschke to approve Trustee Musolf's training reimbursement request as presented and to approve registration and approval of payment for Trustees Bieschke and Connolly to complete the IPPFA online Certified Trustee Program as discussed. Motion carried by roll call vote.

AYES:	Trustees Bieschke, Connolly, Kaplan and MacIsaac
NAYS:	None
ABSENT:	None
ABSTAIN:	Trustee Musolf

Deborah Wilson arrived at 9:04 a.m.

NEW BUSINESS: *Discussion/Possible Action – Lauterbach & Amen, LLP Record Inventory and Disposal Service:* L&A presented an overview of the Records Inventory and Disposal Service which assists with managing local records in compliance with the Illinois Local Records Act (50 ILCS 205).

Review/Possibly Approve – Records Inventory and Disposal Service Engagement Letter: The Board reviewed the L&A engagement letter for the Records Inventory and Disposal Service. A motion was made by Trustee MacIsaac and seconded by Trustee Connolly to engage L&A for this service in an amount not to exceed $7,000, which includes the digitalization of necessary records, for the period December 1, 2022 through November 30, 2023. Motion carried by roll call vote.

AYES:	Trustees Musolf, Bieschke, Connolly, Kaplan and MacIsaac
NAYS:	None
ABSENT:	None

Review/Possibly Approve – Lauterbach & Amen, LLP Engagement Letter Renewal: The Board reviewed the L&A three-year engagement letter. A motion was made by Trustee MacIsaac and seconded by Trustee Bieschke to engage L&A for three years in the annual amounts as follows: $35,245 for the year ended December 31, 2023; $36,270 for the year ended December 31, 2024; and $37,355 for the year ended December 31, 2025. Motion carried by roll call vote.

AYES:	Trustees Musolf, Bieschke, Connolly, Kaplan and MacIsaac
NAYS:	None
ABSENT:	None

Establish 2023 Board Meeting Dates: The Board discussed establishing the 2023 Board meeting dates as January 30, 2023; April 5, 2023; July 31, 2023; and October 30, 2023 at 9:00 a.m. in the Wheeling Village Hall Scanlon Conference Room located at 2 Community Blvd, Wheeling, Illinois 60090. A motion was made by Trustee MacIsaac and seconded by Trustee Bieschke to establish the 2023 Board meeting dates as stated. Motion carried by roll call vote.

AYES:	Trustees Musolf, Bieschke, Connolly, Kaplan and MacIsaac
NAYS:	None
ABSENT:	None

ACCOUNTANT'S REPORT (CONTINUED) – LAUTERBACH & AMEN, LLP: *Monthly Financial Report and Presentation and Approval of Bills:* The Board reviewed the Monthly Financial Report for the nine-month period ending September 30, 2022 prepared by L&A. As of September 30, 2022, the net position held in trust for pension benefits is $56,913,304.24 for a change in position of ($15,852,226.41). The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report, Payroll Journal and the Vendor Check Report Report for the period July 1, 2022 through September 30, 2022 for total disbursements in the amount of $248,758.64. A motion was made by Trustee Kaplan and seconded by Trustee Bieschke to accept the Monthly Financial Report as presented and to approve the disbursements shown on the Vendor Check Report in the amount of $248,758.64 Motion carried by roll call vote.

AYES: Trustees Musolf, Bieschke, Connolly, Kaplan and MacIsaac
NAYS: None
ABSENT: None

Trustee MacIsaac left the meeting at 9:45 a.m.

Discussion/Possible Action – Cash Reserve Balance/Cash Management Policy/Guidelines: The Board discussed the Repeat Monthly Withdrawal Instructions provided by L&A and determined to create, using the eCFM in the My.StateStreet portal, a repeat monthly withdrawal in the amount of $450,000 from State Street (IPOPIF) to the Pension Fund's BMO Harris Bank account for the purpose of remitting monthly benefit and vendor payments effective as soon as it can be set up (November or December 2022). A motion was made by Trustee Kaplan and seconded by Trustee Connolly to direct L&A to implement a repeat monthly withdrawal from the Fund's State Street investment account to the BMO Harris Bank operating account in the amount of $450,000 to be used for remitting pension benefits and vendor invoices. Motion carried by roll call vote.
AYES: Trustees Musolf, Bieschke, Connolly and Kaplan
NAYS: None
ABSENT: Trustee MacIsaac

The Board discussed the Schwab Money Market account's target balance. A motion was made by Trustee Connolly and seconded by Trustee Bieschke to establish the target minimum balance in the Schwab Money Market account (once the repeat monthly withdrawal noted previously is in place) as $450,000 and will rebalance to the minimum balance established and transfer excess funds to the State Street investment account (via BMO Harris Bank account) once the balance exceeds $525,000. Motion carried by roll call vote.
AYES: Trustees Musolf, Bieschke, Connolly and Kaplan
NAYS: None
ABSENT: Trustee MacIsaac

Cash Reserve Balance: The Board discussed the Cash Reserves form provided by L&A which is a process to assist the Board in monitoring the cash reserve balance in the BMO Harris Bank account and determined that the Fund will maintain a minimum balance of $15,000 and a maximum balance of $30,000 within the account. With authorization from the Pension Fund, L&A will generate an ACH to transfer funds from the BMO Harris Bank account to the Fund's IPOPIF State Street account for the amount in excess of the minimum and maximum guideline amounts the Fund provides to L&A. A motion was made by Trustee Bieschke and seconded by Trustee Connolly to designate a minimum balance of $15,000 and a maximum balance of $30,000 within the BMO Harris Bank account and direct L&A to generate an ACH to transfer the funds in excess of the minimum and maximum amounts, set forth by the Board, to the Fund's IPOPIF State Street account upon receipt of the signed ACH instruction form provided by the Board. Motion carried by roll call vote.
AYES: Trustees Musolf, Bieschke, Connolly and Kaplan
NAYS: None
ABSENT: Trustee MacIsaac

INVESTMENT REPORT – SAWYER FALDUTO ASSET MANAGEMENT, LLC: *Quarterly Investment Performance Report:* Mr. Falduto presented the Quarterly Investment Performance Report for the one-month period ending July 31, 2022 and noted that the transfer of assets to the IPOPIF consolidated fund held with State Street occurred August 1, 2022. As of July 1, 2022 the beginning market value within the Schwab account was $59,662,894 and as of July 31, 2022 the ending market value was $62,781,192 and the account net return for the period was 5.8% vs the benchmark of 6.3% for an investment return of $3,473,452. Mr. Falduto reviewed the Market Commentary with the Board. A motion was made by Trustee

Bieschke and seconded by Trustee Kaplan to accept the Quarterly Investment Performance Report as presented. Motion carried unanimously by voice vote.

Consolidation Related Matters: Sawyer Falduto Asset Management, LLC had no additional consolidation related matters to discuss.

IPOPIF: *Verus Investment Advisory, Inc:* The Board reviewed the IPOPIF Investment Performance Review prepared by Verus Investment Advisory, Inc. for the period ending June 30, 2022. As of June 30, 2022, the three-month total net return is (9.7%) and the year-to-date total net return is (9.2%) for an ending market value of $2,746,308,452. The Board also reviewed their monthly report for the period ending August 31, 2022. As of August 31, 2022 the market value is $4,011,868,799 with a one month return of (2.8%).

Summary Review – State Street: The Board reviewed the Market Value Summary and Statement of Transaction Detail prepared by State Street for the periods ending August 31, 2022 and September 30, 2022. As of September 30, 2022, the ending balance is $55,625,320.44. The month to date net return is (6.61%) for September 2022.

The Board acknowledged receipt and review of the most recent IPOPIF Investment Performance Review as prepared by Verus Investment Advisory, Inc. and the Fund's Market Value Summary and State of Transaction Detail prepared by State Street.

COMMUNICATIONS AND REPORTS: *Affidavits of Continued Eligibility:* The Board noted that all 2021 affidavits have been received and the originals were presented to the Board. The Board noted that L&A will mail Affidavits of Continued Eligibility to all pensioners in December. Further discussion will be held at the next regular meeting.

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND: *Applications for Membership – Bianca Barone, Natalia Kosla, Kelley Merrell, Michael Reid, Cameron Risner, David Sahakian and Katarzyna Struga:* The Board reviewed the Applications for Membership submitted by Bianca Barone, Natalia Kosla, Kelley Merrell, Michael Reid, Cameron Risner, David Sahakian and Katarzyna Struga. A motion was made by Trustee Connolly and seconded by Trustee Bieschke to accept Cameron Risner effective May 9, 2022, Kelley Merrell and Michael Reid effective May 23, 2022 and Bianca Barone, Natalia Kosla, David Sahakian and Katarzyna Struga effective August 15, 2022 into the Wheeling Police Pension Fund effective their respective dates of hire, as Tier II participants. Motion carried by roll call vote.

AYES: Trustees Musolf, Bieschke, Connolly and Kaplan
NAYS: None
ABSENT: Trustee MacIsaac

Withdrawal from Fund – Bernard Conboy: The Board noted that Bernard Conboy has separated service from the Wheeling Police Department effective June 30, 2022. A contribution refund request has not been received to date. Updates will be provided as they become available.

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS: *Approve Non-Duty Disability – Anthony Guzzarde:* The Board reviewed the temporary non-duty disability benefit calculation for Anthony Guzzarde prepared by L&A. Police Officer Guzzarde had an entry date of January 5, 2021, disability date of July 27, 2022, effective date of pension of July 28, 2022, 32 years of age at date of disability, one year of creditable service, applicable salary of $86,679, applicable pension percentage of 50%, amount of originally granted monthly pension of $3,611.63 and amount of originally granted annual pension of $43,339.56. The Board noted that there will be no cost of living adjustments since this is a temporary benefit.

Review/Approve Decision & Order and Certificate of Payment – Anthony Guzzarde: The Board reviewed the Decision & Order and Certificate of Payment for Anthony Guzzarde's temporary non-duty disability benefit prepared by Attorney Goodloe. A motion was made by Trustee Kaplan and seconded by Trustee Connolly to approve Anthony Guzzarde's temporary non-duty disability benefit calculated by L&A and the Decision & Order and Certificate of Payment as prepared. Motion carried by roll call vote.

AYES:	Trustees Musolf, Bieschke, Connolly and Kaplan
NAYS:	None
ABSENT:	Trustee MacIsaac

The Board noted that Mr. Guzzarde returned to work and his last day receiving the temporary benefit was September 30, 2022.

Deceased Pensioner – Dexter Gorski/Approval of Surviving Spouse Benefits – Deborah Gorski: The Board noted that Dexter Gorski passed away on October 19, 2022. The Board reviewed the surviving spouse benefit calculation for Deborah Gorski with an effective date of October 20, 2022 for a monthly benefit of $6,780.05 with no additional increases. A motion was made by Trustee Connolly and seconded by Trustee Bieschke to approve the surviving spouse benefit of Deborah Gorski calculated by L&A. Motion carried by roll call vote.

AYES:	Trustees Musolf, Bieschke, Connolly and Kaplan
NAYS:	None
ABSENT:	Trustee MacIsaac

QILDRO Update – Jeremy Hoffman: The Board noted that the Calculation Order and processing fee was received from Jeremy Hoffman and the alternate payee's benefit payment became effective with the August 2022 payroll. A motion was made by Trustee Bieschke and seconded by Trustee Connolly to accept the Calculation Order and $50.00 processing fee in regarding the Jeremy Hoffman QILDRO matter. Motion carried by roll call vote.

AYES:	Trustees Musolf, Bieschke, Connolly and Kaplan
NAYS:	None
ABSENT:	Trustee MacIsaac

Status Update – Surviving Spouse Benefit – Nancy Conley: Attorney Goodloe noted that P.A. 102-811 that was discussed at the April 6, 2022 meeting is effective January 1, 2023. Attorney Goodloe reported that Chief Haeger may have a disabled dependent who may be entitled to a benefit and noted that he provided an application for a disability dependent to the Chief's ex-spouse, who the dependent resides with. To date, the application has not been received. An update will be provided at the next regular meeting.

IPOPIF: *Discussion/Possible Action – Additional IPOPIF Requests Pertaining to Consolidation:* There were no additional IPOPIF requests pertaining to consolidation presented.

OLD BUSINESS: *Review/Approve – Actuarial Valuation and Tax Levy Request:* The Board reviewed the Actuarial Valuation prepared by L&A. Based on data and assumptions, the recommended contribution amount is $2,473,917 which is a $275,430 decrease from the prior year contribution. A motion was made by Trustee Bieshke and seconded by Trustee Connolly to accept the Actuarial Valuation as prepared and to request a tax levy in the amount of $2,473,917 from the Village of Wheeling Board of Trustees, based on the recommended amount stated in the Actuarial Valuation prepared by L&A. Motion carried by roll call vote.

AYES:	Trustees Musolf, Bieschke, Connolly and Kaplan
NAYS:	None
ABSENT:	Trustee MacIsaac

Review/Adopt – Municipal Compliance Report: The Board reviewed the Municipal Compliance Report prepared by L&A. A motion was made by Trustee Kaplan and seconded by Trustee Connolly 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, Bieschke, Connolly and Kaplan
NAYS: None
ABSENT: Trustee MacIsaac

ATTORNEY'S REPORT – PUCHALSKI GOODLOE LLC: *Update of Complaint of Administrative Review regarding Non-Duty Disability Pension – Stephen Hull:* Attorney Goodloe reported that the Hull matter was fully briefed by all parties and the written decision by the Judge was to be issued on July 1, 2022, although it has not been received. Attorney Goodloe contacted the Clerk's office and was informed that a new Judge has been assigned to this case and a written decision is not available at this time. Attorney Goodloe will continue to follow up with the Clerk and provide an update to the Board at the next regular meeting.

Annual Independent Medical Examination – Stephen Hull: Attorney Goodloe noted that Stephen Hull attended his annual independent medical examination (IME) on June 27, 2022 and the physician opined that Mr. Hull has recovered from his disability based on the results of his IME. Attorney Goodloe noted the Board will need to set this matter for a potential hearing. An update will be provided at the next regular meeting.

Legal Updates: Attorney Goodloe provided legislative updates pertaining to Article 3 Pension Funds; including recent court cases and decisions, as well as general pension matters including consolidation and transfer updates.

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

ADJOURNMENT: A motion was made by Trustee Kaplan and seconded by Trustee Bieschke to adjourn the meeting at 10:20 a.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Wednesday, January 30, 2023 at 9:00 a.m.

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Board President or Secretary

Minutes approved by the Board of Trustees on 01/30/2023

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