



**MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES THE WHEELING POLICE PENSION FUND
TUESDAY, JANUARY 16, 2018**



A regular meeting of the Board of Trustees of the Wheeling Police Pension Fund was held on **Tuesday, January 16, 2018 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 8:06 am.

ROLL CALL:

PRESENT: Trustees Troy Musolf, Bill Benson and Michael Mondschain
ABSENT: Trustees Joseph Kopecky and Tony Cinquegrani
ALSO PRESENT: Board Attorney Jeff Goodloe, Puchalski, Goodloe, Marzullo (PGM); Spencer Klein and Frank Fanelli, MB Financial; Lora Murphy, Lauterbach & Amen, LLP (L&A)

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *July 18, 2017 and October 17, 2017 Regular Meeting Minutes:* The Board reviewed the minutes from the July 18, 2017 and the October 17, 2017 regular meetings. A motion was made by Trustee Benson and seconded by Trustee Mondschain to approve the July 18, 2017 and the October 17, 2017 regular meeting minutes as written. Motion carried unanimously by voice vote.

Semi-Annual Review of Closed Session Meeting Minutes: The Board noted that the semi-annual review of closed session meeting minutes is tabled until the next regularly scheduled meeting.

ACCOUNTANT’S REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report:* The Board reviewed the Monthly Financial Report for the period ending December 31, 2017, prepared by L&A. As of December 31, 2017, the net position held in trust for pension benefits is \$52,916,458.79 with a net change in position of \$5,625,622.73 for the twelve-month period ending December 31, 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 Mondschain and seconded by Trustee Benson 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 October 1, 2017 through December 31, 2017, for total disbursements in the amount of \$175,722.58.

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

- PGM invoice #0010467 in the amount of \$2,339.40 for legal services
- IPPFA invoice #17-1013 in the amount of \$1500.00 for 2017 Mid-American Conference Trustee Registration
- Trustee Musolf reimbursement in the amount of \$1,913.96 for the deposit of four hotel rooms for 2018 IPPFA Mid-American Conference. (This reimbursement is tabled until the next regularly scheduled meeting.)

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 \$175,722.58 and the additional bills as presented, with the exception of Trustee Musolf’s reimbursement, which will be addressed at the next regularly scheduled meeting. Motion carried by roll call vote.

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

INVESTMENT REPORT – MB FINANCIAL: *Quarterly Investment Report:* Mr. Fanelli and Mr. Klein presented the Quarterly Investment Report for the period ending December 31, 2017. As of December 31, 2017, the quarter to date net return is 3.32% with an ending market value of \$52,862,877. The earnings year to date are 13.10%. The current asset allocation is as follows: Cash 2.81%; Alternative Strategies 3.58%; Equities 52.73%; and Fixed Income 40.88%. 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 Benson 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.

COMMUNICATIONS AND REPORTS: *Statements of Economic Interest:* The Board noted that the List of Filers must be submitted to the County by the Village of Wheeling by February 1, 2018. Statements of Economic Interest will be sent to all registered filers who will need to respond by the deadline of May 1, 2018.

Affidavits of Continued Eligibility: The Board noted that L&A mailed out Affidavits of Continued Eligibility to all pensioners with the December payroll cycle and a due date of January 15, 2018. To date, eleven Affidavits remain outstanding. L&A will mail second request Affidavits to the outstanding pensioners and 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: *Applications for Membership: Steven Camporese, Dane Eimer, Jordan Hudak and Joseph Rundo:* The Board acknowledged receipt of Application for Membership for Steven Camporese. A motion was made by Trustee Benson and seconded by Trustee Mondschain to accept Steven Camporese into the Wheeling Police Pension Fund, effective January 2, 2018, as a Tier II participant, with a date of birth of November 3, 1993. Motion carried by roll call vote.

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

The Board acknowledged receipt of Application for Membership submitted by Dane Eimer. A motion was made by Trustee Benson and seconded by Trustee Mondschain to accept Dane Eimer into the Wheeling Police Pension Fund, effective January 2, 2018, as a Tier II participant, with a date of birth of November 18, 1994. Motion carried by roll call vote.

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

The Board reviewed the Application for Membership submitted by Jordan Hudak. A motion was made by Trustee Benson and seconded by Trustee Mondschain to accept Jordan Hudak into the Wheeling Police Pension Fund, effective January 2, 2018, as a Tier II participant, with a date of birth of November 3, 1993.

Motion carried by roll call vote.

AYES: Trustees Musolf, Benson and Mondschain

NAYS: None

ABSENT: Trustees Kopecky and Cinquegrani

The Board reviewed the Application for Membership submitted by Joseph Rundo. A motion was made by Trustee Benson and seconded by Trustee Mondschain to accept Joseph Rundo into the Wheeling Police Pension Fund, effective January 2, 2018, as a Tier II participant, with a date of birth of October 21, 1994. Motion carried by roll call vote.

AYES: Trustees Musolf, Benson and Mondschain

NAYS: None

ABSENT: Trustees Kopecky and Cinquegrani

Withdrawal from the Fund – Joseph George: The Board noted that Joseph George resigned from the fund. Mr. George's date of hire was 06/05/17 and his last day worked was 08/29/17. The Board will contact Mr. George regarding a contribution refund. Updates will be provided as information becomes available.

Contribution Refund – Antoine Morrison: The Board reviewed the contribution refund request submitted by Antoine Morrison. A motion was made by Trustee Mondschain and seconded by Trustee Benson to approve Antione Morrison's contribution refund in the amount of \$4,672.38 paid directly to himself. Motion carried by roll call vote.

AYES: Trustees Musolf, Benson and Mondschain

NAYS: None

ABSENT: Trustees Kopecky and Cinquegrani

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS APPLICATIONS: There were no applications for retirement or disability benefits at this time.

OLD BUSINESS: *Review IRS Penalty:* The review of the IRS Penalty was tabled until the next regularly scheduled meeting.

Request for Proposal – Investment Managers: The Board noted that they are interested in sending out Request for Proposals for Investment Services. This will be discussed further at the next regularly scheduled meeting.

Officer Rose Reimbursement: The Board reviewed the contribution refund request submitted by Terrence Rose. A motion was made by Trustee Benson and seconded by Trustee Mondschain to approve Mr. Rose's contribution refund in the amount of \$18,662.22 paid in a direct rollover. Motion carried by roll call vote.

AYES: Trustees Musolf, Benson and Mondschain

NAYS: None

ABSENT: Trustees Kopecky and Cinquegrani

NEW BUSINESS: *Status of Officer Hull's Disability:* The Board noted that Mr. Hull has requested information for a disability benefit. No further action is needed at this time.

Review/Approve Paul Smith's QILDRO Calculation Order: The Board reviewed the QILDRO Calculation Order for Paul Smith and alternate payee Lori Lee Smith. The Board noted that the \$50.00 administrative fee was received by the Fund and forwarded to L&A. A motion was made by Trustee Benson and seconded by Trustee Mondschain to approve Paul Smith's QILDRO Calculation Order, granting the alternate payee,

Lori Lee Smith, \$862.70 of Mr. Smith's monthly benefits. Motion carried by roll call vote.

AYES: Trustees Musolf, Benson and Mondschain

NAYS: None

ABSENT: Trustees Kopecky and Cinquegrani

Review/Approve Revised L&A Engagement Letter: The Board reviewed the revised L&A three-year engagement letter presented by L&A. A motion made by Trustee Benson and seconded by Trustee Mondschain to approve the revised L&A three-year engagement in the annual amounts as follows: \$20,400 for the year ended 2017; \$30,430 for the year ended 2018; and \$31,305 for the year ended 2019. Motion made by roll call vote.

AYES: Trustees Musolf, Benson and Mondschain

NAYS: None

ABSENT: Trustees Kopecky and Cinquegrani

Approve Annual Cost of Living Adjustments (COLAs) for Pensioners: The Board reviewed the 2018 Cost of Living Adjustments (see attached) as calculated by L&A. A motion was made by Trustee Mondschain and seconded by Trustee Benson to approve the 2018 Cost of Living Adjustments as required by statute and calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Musolf, Benson and Mondschain

NAYS: None

ABSENT: Trustees Kopecky and Cinquegrani

Review Trustee Term Expirations and Election Procedures: The Board noted that the active member term currently held by Trustee Musolf is expiring in April, 2018. Trustee Musolf wishes to remain on the Board if nominated. L&A will conduct an election on behalf of the Pension Fund for one of the two active member Trustee positions.

IDOI Annual Statement: The Board noted that completion of the IDOI Annual Statement is currently in process. Updates will be provided to the Board as they become available.

ATTORNEY'S REPORT: *Discussion/Action Regarding Proposed PGM Fee Increase:* The Board noted that PGM will have a fee increase effective April 1, 2018 for quarterly retainer clients. A motion was made by Trustee Benson and seconded by Trustee Mondschain to approve PGM's fee increase effective April 1, 2018 as follows: the quarterly retainer fee from \$600/quarter to \$650/quarter and the hourly rate from \$165/quarter to \$175/quarter. Motion carried by roll call vote.

AYES: Trustees Musolf, Benson and Mondschain

NAYS: None

ABSENT: Trustees Kopecky and Cinquegrani

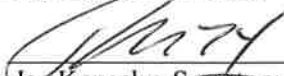
Legal Update: Mr. Goodloe discussed recent court cases and decisions with the Board and answered all questions.

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

ADJOURNMENT: A motion was made by Trustee Benson and seconded by Trustee Mondschain to adjourn the meeting at 9:23 am. Motion carried unanimously by voice vote.

The next regular meeting of the Wheeling Police Pension Fund will be held on Tuesday, April 17, 2018 at 8:00 am.

Respectfully submitted,



Joe Kopecky, Secretary

Date 07/21/18

TROY MUSOLF PRESIDENT

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