

**CITY OF CARBONDALE
FIRE FIGHTER'S PENSION BOARD**

**MEETING MINUTES
9:00 A.M., JULY 17, 2018
FIRE STATION 2**

Mike Hertz called the meeting to order at 9:00 a.m. with the following members of the Board present/absent:

PRESENT: Mike Hertz, President; Jay Crippen, Secretary; Harry Threlkeld, Fire Fighter Retiree Representative; Jeff Davis

ABSENT: Jennifer Sorrell

GUESTS: Steve McBride, Assistant Fire Chief; Patrick Donnelly, Graystone Consulting; Tom McShane, Graystone Consulting

Also present was Fire Department Administrative Secretary/Recorder Kathy Haldeman

MINUTES OF PREVIOUS MEETING

Motion made by Harry Threlkeld to approve minutes of the April 17, 2018 meeting. Motion seconded by Jeff Davis. VOICE VOTE: AYES: Mike Hertz, Jay Crippen, Harry Threlkeld, and Jeff Davis. NAYS: None. Motion declared carried.

UNFINISHED BUSINESS

Mike Hertz stated RFP's for Investment Managers will be sent to Graystone Consulting, PNC and one or two other companies. Board members discussed the financial Investment Manager Questions list that was used during prior RFP's with no amendments suggested. Mr. Crippen will send out RFP's within the next two weeks so that responses can be reviewed at the next quarterly meeting in October.

Steve McBride entered the meeting at 9:04 am.

NEW BUSINESS

Steve McBride spoke to the board about Article 4 Fireman's Pension Fund 5/4-117 Reentry into Active Service. He is seeking an interpretation/determination from the Pension Board regarding the possibility of retiring from the Carbondale Fire Department and receiving his pension while obtaining other employment in the fire service. Mr. McBride has received opinions from the Illinois Fire Chief's Association as well as IPPFA and may seek an opinion from an attorney. Members decided to send a letter to the Illinois Department of Insurance requesting an interpretation/determination before making a decision.

Steve McBride exited the meeting at 9:26 am.

Jay Crippen presented an Application for Pension Membership from Caleb Mallady who began his employment as a Probationary Firefighter May 1, 2018. Motion made by Harry Threlkeld to accept the Application for Pension Membership from Probationary Firefighter Caleb Mallady. Motion seconded by Jeff Davis. VOICE VOTE: AYES: Mike Hertz, Jay Crippen, Harry Threlkeld, and Jeff Davis. NAYS: None. Motion declared carried.

Jay Crippen presented an Application for Pension Benefits from Firefighter Teresa Richards who is planning to retire effective December 28, 2018 after twenty years of service. Motion made by Jeff Davis to approve the Application for Pension Benefits from Firefighter Teresa Richards effective December 28, 2018 under the Tier I benefits. Motion seconded by Harry Threlkeld. VOICE VOTE: AYES: Mike Hertz, Jay Crippen, Harry Threlkeld, and Jeff Davis. NAYS: None. Motion declared carried.

Jeff Davis presented the partial and monthly pension figures for the retirements from the July meeting. Ted Lomax received a partial payment of \$5,448.02 and monthly pension payment of \$5,837.16. Doug Biggs received a partial payment of \$2,779.52 and monthly pension payment of \$4,535.01. Terril Kaufmann received a partial payment of \$4,215.00 and monthly pension payment of \$4,666.61.

Jeff Davis presented the Audit Engagement Letter from Kerber, Eck & Braeckel. He stated that the fee has increased from \$4,000 to \$4,500. Motion made by Jay Crippen to retain audit services from Kerber, Eck & Braeckel. Motion seconded by Harry Threlkeld. VOICE VOTE: AYES: Mike Hertz, Jay Crippen, Harry Threlkeld, and Jeff Davis. NAYS: None. Motion declared carried.

There were no invoices presented.

The annual AFFI Pension Conference will be held October 29 and 30, 2018 in Lisle/Naperville. Mike Hertz, Jay Crippen, Harry Threlkeld and Kathy Haldeman will attend. Jeff Davis and Jennifer Sorrell are unable to attend.

There is no new pension legislation at this time.

There are no closed meeting minutes to review.

Board members took a break at 9:35 am.

Board members reconvened at 9:45 am.

Patrick Donnelly and Tom McShane of Graystone Consulting presented the Investment Review for period ending June 30, 2018. Mr. Donnelly suggested an investment change. Motion made by Jay Crippen to move \$130,000 from Large Cap Equities and \$130,000 from Emerging Markets into Cash. Motion seconded by Jeff Davis. ROLL CALL VOTE: Mike Hertz – AYE, Jay Crippen – AYE, Harry Threlkeld – AYE, Jeff Davis - AYE. AYES: Four; NAYS: None. Motion declared carried. Mr. Donnelly and Mr. McShane also presented the Manager Comparison for Fixed Income Intermediate Gov/Credit list for board review.

TREASURER'S REPORT

Jeff Davis presented the Treasurer's Report and Market Value Comparison for the period ending June 30, 2018. Investments showed a decrease of \$305,501 since March's statement. Motion made by Harry Threlkeld to accept the Treasurer's Report as presented to include amendments made by Mr. Davis and approve expenses totaling \$454,143.23, of which \$436,364.73 was payroll. Motion seconded by Jay Crippen. VOICE VOTE: AYES: Mike Hertz, Jay Crippen, Harry Threlkeld, and Jeff Davis. NAYS: None. Motion declared carried. See attached Expense Report for details.

ANNOUNCEMENTS AND ADJOURNMENT

Motion made by Harry Threlkeld to adjourn at 10:52 a.m. Motion seconded by Jeff Davis. VOICE VOTE: AYES: Mike Hertz, Jay Crippen, Harry Threlkeld, and Jeff Davis. NAYS: None. Motion declared carried.

The next meeting is scheduled for October 16, 2018 at 9:00 a.m.

Jay Crippen, Secretary