



## MOLINE FIREFIGHTERS' PENSION FUND

1630 8<sup>th</sup> Avenue, Moline, Illinois | 309-524-2250

Brian Vyncke  
President

Mike Lucchetti  
Secretary

Scott Raes  
Trustee

Mikel Strandlund  
Trustee

Kathleen Carr  
Treasurer

### MINUTES OF THE REGULAR MEETING OF THE MOLINE FIREFIGHTERS' PENSION FUND Thursday, April 28, 2016

A regular meeting of the Board of Trustees of the Moline Firefighters' Pension Fund was held on Thursday, April 28, 2016 at the Moline Fire Department, 1630 8<sup>th</sup> Avenue, Moline, Illinois for the purpose of conducting regular business, pursuant to notice.

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

**ROLL CALL:**

**PRESENT:** Trustees Brian Vyncke, Scott Raes, Mike Lucchetti, and Kathleen Carr

**ABSENT:** None

**ALSO PRESENT:** James Nowicki and Bill Yocius, Mitchell, Vaught & Taylor; Michelle Hawkins and A.J. Weber, Lauterbach & Amen (L&A), Leah Miller; City of Moline

**PUBLIC COMMENT:** None

**INVESTMENT REPORTS:** *Mitchell, Vaught & Taylor, Inc.:* James Nowicki and Bill Yocius from Mitchell, Vaught & Taylor, Inc. presented the Board with the quarterly investment report. As of March 31, 2016, the total fund value was \$25,492,674, with a net performance for the first quarter of 2.43% and an investment return of \$151,569. The asset allocation is in accordance with policy guidelines: 59.7% in Equities (47.7% Domestic and 12.1% International) and 40.3% in Fixed Income. The Fixed Income and Equity Portfolios were reviewed, along with the Market Commentary and Transactions Report. All questions were answered by Mr. Nowicki and Mr. Yocius. A motion was made by Trustee Lucchetti and seconded by Trustee Raes to accept the investment transactions and the report as presented by Mitchell, Vaught & Taylor, Inc. for the quarter. Motion carried unanimously by voice vote.

**APPROVAL OF MINUTES:** The Board reviewed the regular meeting minutes from January 28, 2016. A motion was made by Trustee Carr and seconded by Trustee Raes to approve the regular meeting minutes from January 28, 2016 as written. Motion carried unanimously by voice vote.

**TREASURER'S REPORT:** *Monthly Financial Report:* Lauterbach & Amen presented the Monthly Financial Report for the period ending March 31, 2016. The plan net assets held in trust for pension benefits are \$25,531,438.92 with a net change in position for the three-month period of (\$899,821.81). The Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report and Payroll Journal were reviewed with the Board. The Vendor Checks Report itemized expenditures from 01/01/2016 through 03/31/2016 for an amount of \$86,774.38. All questions were answered by Lauterbach & Amen. A motion was made by Trustee Carr and seconded by Trustee Lucchetti to accept the Monthly Financial Report and to ratify the Vendor Checks Report in the amount of \$86,774.38. Motion carried by roll call vote.

**AYES:** Trustees Vyncke, Raes, Lucchetti and Carr

**NAYS:** None

**ABSENT:** None

**IDOI Compliance Fee:** L&A informed the Board that the IDOI Compliance Fee invoice would be mailed in early May and is due by June 30, 2016. A motion was made by Trustee Carr and seconded by Trustee

Lucchetti to approve payment of the IDOI Compliance Fee invoice, upon receipt, in an amount not to exceed \$8,000. Motion carried by roll call vote.

AYES: Trustees Vyncke, Raes, Lucchetti and Carr  
NAYS: None  
ABSENT: None

*Additional Bills, if any:* There were no additional bills.

*Preliminary Annual Statement:* L&A informed the Board that a Preliminary Annual Statement has been issued for the Board to review and update if needed. An update will be provided at the next regular meeting.

**COMMUNICATIONS AND REPORTS:** *Statements of Economic Interest:* The Board was reminded to complete their Statements of Economic Interest by the May 1, 2016 deadline.

*Affidavits of Continued Eligibility:* L&A informed the Board that Affidavits of Continued Eligibility will be mailed out to all pensioners with the June payroll cycle.

**APPLICATIONS/WITHDRAWALS FROM THE FUND:** *Application for Membership – Shawn Bunce* – The Board reviewed the application for membership of Shawn Bunce. Mr. Bunce was hired on February 29, 2016 as a Tier II participant with no prior creditable service.

*Application for Membership – Michael Luksetich:* The Board reviewed the application for membership of Michael Luksetich. Mr. Luksetich was hired on February 16, 2016 as a Tier II participant with no prior creditable service.

*Application for Membership – Colin Suiter:* The Board reviewed the application for membership of Colin Suiter. Mr. Suiter was hired on February 29, 2016 as a Tier II participant with no prior creditable service.

A motion was made by Trustee Carr and seconded by Trustee Lucchetti to accept the membership applications of Shawn Bunce, Michael Luksetich and Colin Suiter effective of their respective dates of hire and as Tier II participants with no prior creditable service. Motion carried unanimously by voice vote.

*Withdrawal from Fund – Angela Diedrich:* The Board acknowledged that Angela Diedrich's last day worked with the Moline Fire Department was December 27, 2015. The Board has no knowledge of Ms. Diedrich's plan to withdraw contributions at this time. Any updates will be provided at the next meeting.

**APPLICATION FOR RETIREMENT/DISABILITY BENEFITS:** *Service Retirement Benefit – William Gramling:* The Board reviewed the Retirement Benefits Calculation of William Gramling calculated by L&A. A motion was made by Trustee Carr and seconded by Trustee Raes to ratify the Regular Retirement Benefit for William Gramling with 27 years and 3 months of creditable service, and an effective date of pension as 03/31/2016, for an original monthly benefit of \$5,794.45 which is 68.13% of his final pensionable salary of \$102,067.33. Motion carried by roll call vote.

AYES: Trustees Vyncke, Raes, Lucchetti and Carr  
NAYS: None  
ABSENT: None

*Service Retirement Benefit – Thomas Kennedy:* The Board reviewed the Retirement Benefits Calculation of Thomas Kennedy calculated by L&A. A motion was made by Trustee Carr and seconded by Trustee Raes to ratify the Regular Retirement Benefit for Thomas Kennedy with 28 years and 4 months of

creditable service, and an effective date of pension as 04/22/2016, for an original monthly benefit of \$5,541.44 which is 70.83% of his final pensionable salary of \$93,878.53. Motion carried by roll call vote.

AYES: Trustees Vyncke, Raes, Lucchetti and Carr  
NAYS: None  
ABSENT: None

*Disability Application – Ty Simmon:* The Board reviewed the disability application of Ty Simmon. The Board Attorney has sent Mr. Simmon all of the necessary paperwork to be completed. A motion was made by Trustee Carr and seconded by Trustee Raes to accept the disability application of Ty Simmon. Motion carried unanimously by voice vote.

*Deceased Pensioner – Lyle Vroman:* The Board acknowledged that pensioner Lyle Vroman passed away on March 18, 2016 with no surviving spouse. A motion was made by Trustee Lucchetti and seconded by Trustee Carr to verify the death of pensioner Lyle Vroman and that all pension benefits have ceased. Motion carried unanimously by voice vote.

**OLD BUSINESS:** *Disability Appeal – Jerry Sottos:* Trustee Carr provided the Board with an update as to the status of Jerry Sottos' disability appeal. Ms. Carr informed the Board that the matter is currently under Administrative Review. An update will be provided at the next meeting.

*Completed Reciprocity – Scott Houzenga:* L&A informed the Board that the reciprocity request of Scott Houzenga has been completed and payment has been received in full in the amount of \$17,512.19 via cashier's check #4137800 dated 10/19/2015. A motion was made by Trustee Lucchetti and seconded by Trustee Raes to accept the payment of \$17,512.19 and recognize the purchase as paid in full. Motion carried unanimously by voice vote.

**NEW BUSINESS:** *Certify 2016 Results of Trustee Election:* The Board reviewed the election results from the April 2016 Election, for the Retired Member position on the Moline Firefighters' Pension Fund Board of Trustees. L&A informed the Board that 51 ballots were received for the Retired Member position and 51 ballots were counted. The election results are as follows: 19 votes for Richard Jewell and 32 votes for Mikel Strandlund. Mikel Strandlund was elected as the Retired Member on the Board of Trustees serving a three-year term expiring April 30, 2019. A motion was made by Trustee Carr and seconded by Trustee Lucchetti to Certify the 2016 April Election Results as presented by L&A. Motion carried unanimously by voice vote.

*Board Officer Elections:* The Board discussed the Board Officer positions for election. A motion was made by Trustee Carr and seconded by Trustee Raes to maintain Brian Vyncke as Board President and to elect Trustee Lucchetti as Board Secretary. Motion carried unanimously by voice vote.

*Acceptance of Payment for Reciprocity – Greg Dekeyser:* L&A informed the Board that the reciprocity request of Greg Dekeyser has been completed and payment has been received in full in the amount of \$15,963.09 via check #56497 dated 02/23/2016. A motion was made by Trustee Lucchetti and seconded by Trustee Raes to accept the payment \$15,963.03 and recognize the purchase as paid in full. Motion carried unanimously by voice vote.

*Discussion and Action of Reciprocity Payment – Brett Clark:* L&A informed the Board that the reciprocity request of Brett Clark has been completed and payment has been received in full in the amount of \$15,514.80 via check #3232040 dated 02/17/2016 with an overpayment of \$11.58 that was returned to Mr. Clark. A motion was made by Trustee Raes and seconded by Trustee Lucchetti to accept the payment of \$15,514.80 and recognize the purchase as paid in full. Motion carried unanimously by voice vote.

*Discussion of Lost Service Credit / Purchases of Prior Unpaid Breaks in Service:* Leah Miller, City of Moline informed the Board that a tracking system has been put in place to make sure unpaid breaks in service are being properly recorded. A spreadsheet of any unpaid breaks in service will be sent to L&A monthly for record keeping.

*Member Workshop:* The Board discussed having L&A conduct a Member Workshop for any member that is interested in learning more about their benefits. A decision will be provided at the next meeting.

*Code of Conduct for Public Pension Service Providers:* The Board discussed the Code of Conduct for Public Pension Service Providers from AFFI. A motion was made by Trustee Carr and seconded by Trustee Raes to adopt the Code of Conduct for Public Pension Service Providers from AFFI. Motion carried unanimously by voice vote.

**TRUSTEE TRAINING:** The Board was presented with upcoming Trustee training opportunities to satisfy the 16 hours of annually required Continuing Education. Trustees were reminded to send any certificates of training completion to L&A for recordkeeping.

*IPPFA Fall Midwest Pension Conference:* A motion was made by Trustee Raes and seconded by Trustee Lucchetti to approve expenses for up to three members to attend the IPPFA Fall Midwest Pension Conference. Motion carried by roll call vote.

AYES: Trustees Vyncke, Raes, Lucchetti and Carr  
NAYS: None  
ABSENT: None

*New Trustee Training Expenses* – A motion was made by Trustee Carr and seconded by Trustee Raes to approve expenses for Trustee Mikel Strandlund to complete the required 32-hour trustee training. Motion carried by roll call vote.

AYES: Trustees Vyncke, Raes, Lucchetti and Carr  
NAYS: None  
ABSENT: None

**ATTORNEY'S REPORT:** The Board reviewed the first quarter *Legal and Legislative Updates* newsletter from Reimer Dobrovlny & Karlson, LLC.

**CLOSED SESSION, IF REQUIRED:** None

**ADJOURNMENT:** A motion was made by Trustee Raes and seconded by Trustee Lucchetti to adjourn the meeting at 10:25 a.m. Motion carried unanimously by voice vote.

The next regular meeting of the Moline Firefighters' Pension Fund will be held on **Thursday, July 28, 2016 at 9:00 a.m.**

---

Brian Vyncke, Board President

*Minutes prepared by Michelle Hawkins, Pension Services Administrator*