



**THE REGULAR MEETING MINUTES OF
THE BLOOMINGDALE FIRE PROTECTION DISTRICT
FIREFIGHTERS' PENSION FUND BOARD OF TRUSTEES
FEBRUARY 14, 2019**

A regular meeting of the Bloomington FPD Firefighters' Pension Fund Board of Trustees was held on Thursday, February 14, 2019 at 9:00 am at the Bloomington FPD Station 1 located at 179 S. Bloomington Road, Bloomington, IL pursuant to notice.

CALL TO ORDER: Trustee Paliga called the meeting to order at 9:00 am.

ROLL CALL:

PRESENT: Secretary John Paliga, Trustees James Ketcham and Lydia DiBuono
ABSENT: President Al Svihla and Trustee Marshall Gray
ALSO PRESENT: Rick Reimer, Reimer & Dobrovolny PC; Spencer Klein and Frank Fannelli, MB Financial; Robina Amato, Lauterbach & Amen, LLP (L&A); Treasurer Tim Deutschle, Chief Jeff Janus and Firefighters Daniel Prokop and Jason Provenzano, Bloomington Fire Protection District (*joined the meeting at 9:54 am*)

PUBLIC COMMENT: Secretary Paliga updated the Board on President Svihla's recent surgery and Chief Jeff Janus provided a get-well card for signatures to be sent to President Svihla.

APPROVAL OF MEETING MINUTES: *August 30, 2018 Special Meeting and November 8, 2018 Regular Meeting Minutes:* The Board reviewed the transcript from the August 30, 2018 special meeting and the November 8, 2018 regular meeting minutes. A motion was made by Trustee Ketcham and seconded by Trustee Paliga to approve the November 30, 2018 regular meeting minutes as written. Motion carried unanimously by voice vote.

Semi-Annual Review of Closed Session Meeting Minutes: The Board reviewed the May 11, 2017 closed session meeting minutes and will not release them at this time due to pending matters. A motion was made by Trustee Paliga and seconded by Trustee Ketcham to not release the closed session meeting minutes as discussed. Motion carried unanimously by voice vote.

ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report:* The Board reviewed the Monthly Financial Report for the eight-month period ending December 31, 2018 as prepared by L&A. As of December 31, 2018, the net position held in trust for pension benefits is \$29,370,706.62 with a change in position of -\$386,656.43. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report and Payroll Journal. A motion was made by Trustee Paliga and seconded by Trustee Ketcham 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 October 1, 2018 through December 31, 2018 for a total disbursement of \$113,170.63. A motion was made by Trustee Paliga and seconded by Trustee Ketcham to accept the Monthly Financial Report as presented and to approve the disbursements shown on the Vendor Check Report in the amount of \$113,170.63. Motion carried by roll call vote.

AYES: Trustees Paliga, Ketcham and DiBuono
NAYS: None
ABSENT: Trustees Svihla and Gray

Additional Bills: The Board reviewed the Public Risk Underwriters of Illinois invoice #37559 in the amount of \$543.00 for the 2019 Bond Policy Renewal.

Trustee Training Reimbursements: The Board reviewed the following Trustee training reimbursement submitted by Trustee Gray in the total amount of \$45.15 for meal expenses incurred while attending the NIAFPD conference. A motion was made by Trustee Paliga and seconded by Trustee Ketcham to approve the additional bill and reimbursement as presented. Motion carried by roll call vote.

AYES: Trustees Paliga, Ketcham and DiBuono

NAYS: None

ABSENT: Trustees Svihla and Gray

INVESTMENT REPORT – MB FINANCIAL: *Quarterly Investment Report:* Mr. Klein presented the Quarterly Investment Report for the period ending December 31, 2018. As of December 31, 2018, the quarter-to-date net return is -5.98% with a change due to investments of -\$1,871,707 and an ending market value of \$29,349,994. The current asset allocation is as follows: fixed income at 51.67%, equities at 45.10%, alternative strategies at 2% and cash & equivalents at 1.23%. The asset composition for the equity and fixed income portfolios, market value vs. invested capital, risk/return analysis and quarterly market insights were reviewed with the Board. A motion was made by Trustee Paliga and seconded by Trustee Ketcham to accept the Quarterly Investment Report as presented. Motion carried unanimously by voice vote.

Review/Update Investment Policy: The Board reviewed the current Investment Policy and noted that no changes were needed at this time.

OLD BUSINESS: *Military Service Purchase – Thomas C. Manion:* The Board noted that Thomas C. Manion completed his military service purchase to transfer five months of military service to the Bloomingtondale FPD Firefighters' Pension Fund in the amount of \$12,375.44. A motion was made by Trustee Ketcham and seconded by Trustee Paliga to accept the payment in the amount of \$12,375.44, recognize the purchase as paid in full and acknowledge Thomas C Manion's revised date of hire from July 1, 2002 to February 1, 2002. Motion carried by roll call vote.

AYES: Trustees Paliga, Ketcham and DiBuono

NAYS: None

ABSENT: Trustees Svihla and Gray

NEW BUSINESS: *Review/Discussion – Knutte & Associates and Sikich, LLP Acquisition:* The Board discussed the recent acquisition of Knutte & Associates by Sikich, LLP and noted that this engagement is through the Fire Protection District for the Pension Fund.

Approve Annual Cost of Livings Adjustments (COLAs) for Pensioners: The Board reviewed the 2019 Cost of Living Adjustments (see attached) as calculated by L&A. A motion was made by Trustee Paliga and seconded by Trustee Ketcham to approve the 2019 Cost of Living Adjustments as required by statute and calculated by L&A. Motion carried unanimously by voice vote.

Review Trustee Term Expirations and Election Procedures: The Board noted that the active member term currently held by Trustee Ketcham is expiring in April 2019. Trustee Ketcham expressed his wish 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 positions. The Board also noted that the appointed Trustee position held by Trustee Gray is expiring in April 2019 and he wishes to remain on the Board. The Board will contact the District and seek reappointment of Trustee Gray to the Board.

Review/Approve – Fiduciary Liability Insurance Renewal: The Board discussed renewing the 2019 Fiduciary Liability Insurance through Mesirow Insurance Services, Inc. in an amount not to exceed a 10% increase of the previous year's premium. A motion was made by Trustee Ketcham and seconded by Trustee Paliga to renew the Fiduciary Liability Insurance as discussed. Motion carried by roll call vote.

AYES: Trustees Paliga, Ketcham and DiBuono
NAYS: None
ABSENT: Trustees Svihla and Gray

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM THE FUND: There were no applications for membership or withdrawals from the Fund.

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

COMMUNICATION & REPORTS: *Statements of Economic Interest:* The Board noted that the List of Filers was submitted to the County by the District by February 1, 2019. Statements of Economic Interest will be sent to all registered filers who will need to respond by the deadline of May 1, 2019.

Review/Approve – Death Audit Service Authorization: The Board discussed the Death Audit Service offered through IPPFA and L&A and designated Trustee Paliga as the Pension Fund Representative to communicate with L&A regarding the service. A motion was made by Trustee Paliga and seconded by Trustee Ketcham to authorize the Death Audit Service as discussed and to execute the Death Audit Service Authorization form provided by L&A. Motion carried unanimously by voice vote.

2019 IRS Mileage Rate: The Board noted that the IRS standard business mileage rate used for reimbursement increased to \$0.58 per mile effective January 1, 2019.

TRUSTEE TRAINING UPDATE: The Board reviewed the Trustee Training Summary and discussed upcoming training opportunities. The Board was reminded to submit all training certificates to L&A for recordkeeping. The Board discussed registration fees for Trustee DiBuono to attend the 2019 IPFA Spring Pension Seminar and to complete one 8-hour online course through IPPFA to satisfy the annual 16-hour training requirement. A motion was made by Trustee Paliga and seconded by Trustee Ketcham to approve payment of Trustee DiBuono's trustee training registration fees as discussed in an amount not to exceed \$435.00. Motion carried by roll call vote.

AYES: Trustees Paliga, Ketcham and DiBuono
NAYS: None
ABSENT: Trustees Svihla and Gray

ATTORNEY'S REPORT: *Legal Updates:* Mr. Reimer distributed the *Legal and Legislative Update* newsletter for the Board's review.

Disability Status Update and Dates for Possible Deliberation – Andrew Daylor: Mr. Reimer informed the Board that deliberation will be postponed until all five Board Trustees can be present.

Disability Status Update – Greg Meyers: The Board noted that they are awaiting results from the third Independent Medical Examination for Greg Meyers and once received this matter will be set for a hearing.

QILDRO – Daniel Prokop and Jason Provenzano: Mr. Reimer reviewed the QILDRO Orders for both Daniel Prokop and Jason Provenzano and noted no current action is needed from the Board.

Jason Provenzano and Daniel Prokop joined the meeting at 9:54 am.

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

ADJOURNMENT: A motion was made by Trustee Paliga and seconded by Trustee Ketcham to adjourn the meeting at 9:57 am. Motion carried unanimously by voice vote.

The next regular meeting is May 9, 2019 at 9:00 am.

Respectfully submitted,



Alan Svihla, President

Minutes approved by the Board of Trustees on _____.

Minutes prepared by Robina Amato, Pension Services Administrator, Lauterbach & Amen, LLP