



**MINUTES OF A REGULAR MEETING OF THE
WHEELING POLICE PENSION FUND BOARD OF TRUSTEES
JULY 31, 2023**



A regular meeting of the Wheeling Police Pension Fund Board of Trustees was held on Wednesday, July 31, 2023 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, Michael Kaplan and Keith MacIsaac
ABSENT: Trustee John Connolly
ALSO PRESENT: Attorney Jeff Goodloe, Puchalski Goodloe LLC; Ed Lavin, Sawyer Falduto Asset Management, LLC; Stephanie Masson and Lora Murphy, Lauterbach & Amen, LLP (L&A)

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *April 5, 2023 Regular Meeting:* The Board reviewed the April 5, 2023 minutes. A motion was made by Trustee MacIsaac and seconded by Trustee Bieschke to approve the April 5, 2023 regular meeting minutes as written. Motion carried unanimously by voice vote.

Semi-Annual Review of Closed Session Meeting Minutes: The Board reviewed the closed session meeting minutes. A motion was made by Trustee MacIsaac and seconded by Trustee Bieschke to not release these minutes at this time due to pending matters subject to semi-annual reviews of closed session meeting minutes. Motion carried by roll call vote.

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

ACCOUNTANTS REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report:* The Board reviewed the Monthly Financial Report for the six-month period ending June 30, 2023 prepared by L&A. As of June 30, 2023, the net position held in trust for pension benefits is \$64,937,405.78 for a change in position of \$3,531,130.99. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report and Payroll Journal. A motion was made by Trustee Kaplan and seconded by Trustee Bieschke to accept the Monthly Financial Report as presented. Motion carried unanimously by voice vote.

Presentation and Approval of Bills and Additional bills, if any: The Board reviewed the Disbursement Report, Deduction Report and the Transfer Report for the period March 1, 2023 through June 30, 2023 for total disbursements in the amount of \$84,234.13. The Board also reviewed Puchalski Goodloe LLC invoice #0000520 in the amount of \$1,941 for the third quarter retainer fee and miscellaneous legal services rendered. A motion was made by Trustee MacIsaac and seconded by Trustee Bieschke to approve the Disbursement Report in the amount of \$84,234.13, Deduction Report, Transfer Report and the additional bill as presented. Motion carried by roll call vote.

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

Illinois Department of Insurance Compliance Fee: The Board discussed the Illinois Department of Insurance Compliance Fee and the possibility of an invoice not being issued this year since the Fund's transfer of assets took place in 2022. Updates will be provided as they become available.

Discussion/Possible Action – Cash Reserve Balance/Cash Management Policy/Guidelines: The Board discussed the current cash reserve balance and cash management policy/guidelines and determined that no changes are required at this time.

INVESTMENT REPORTS: *Sawyer Falduto Asset Management, LLC – Quarterly Report:* Mr. Lavin presented the Quarterly Report and reviewed the Cash Flow and Performance for the period ending June 30, 2023. As of April 1, 2023, the beginning market value within the Schwab cash account was \$617,850 and as of June 30, 2023 the market value in the cash account was \$485,904. Mr. Lavin reviewed the Market Commentary with the Board and answered all questions. A motion was made by Trustee MacIsaac and seconded by Trustee Bieschke to accept the Quarterly 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.

IPOIF – Verus Investment Advisory, Inc: The Board reviewed the IPOIF Investment Performance Report Monthly Statement prepared by Verus Investment Advisory, Inc. for the period ending June 30, 2023. As of June 30, 2023, the one-month total net return is 3.2% and the year-to-date total net return is 7.1%, for an ending market value of \$9,387,424,024.

Summary Review – State Street: The Board reviewed the Market Value Summary and Statement of Transaction Detail prepared by State Street for the periods ending March 31, 2023, April 30, 2023, May 31, 2023 and June 30, 2023. As of June 30, 2023, the ending balance is \$62,776,674.94, the month to date net return is 3.19% and the year-to-date net return is 7.15%.

The Board acknowledged receipt and review of the most recent IPOIF Investment Performance Report Monthly Statement as prepared by Verus Investment Advisory, Inc. and the Fund's Market Value Summaries and State of Transaction Detail prepared by State Street.

COMMUNICATIONS AND REPORTS: *Affidavits of Continued Eligibility:* The Board noted that all 2022 affidavits have been received and the originals were presented to the Board.

Active Member File Maintenance: The Board noted that L&A will prepare Active Member File Maintenance letters for distribution to all active members requesting any additional pension file documents.

TRUSTEE TRAINING UPDATES: The Board discussed Trustee Training opportunities and were reminded to submit any certificates to L&A for recordkeeping.

Approval of Trustee Training Registration Fees and Reimbursable Expenses: The Board reviewed the following Trustee training reimbursement submitted by Trustee Musolf for 2023 IPPFA Spring Pension Conference expenses:

- Reimbursement to Trustee Musolf in the amount of \$370.78
 - Lodging: \$370.78 A motion was made by Trustee Bieschke and seconded by Trustee MacIsaac to approve Trustee Musolf's reimbursable expense in the total amount of \$370.78. Motion carried by roll call vote.

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

The Board also discussed Trustees Kaplan's registration in the amount of \$450 to attend the 2023 IPPFA MidAmerican Pension Conference scheduled for October 4-6, 2023 at the Marriott Lincolnshire. A motion was made by Trustee Bieschke and seconded by Trustee MacIsaac to approve to approve Trustee Kaplan's registration fee to attend the 2023 IPPFA MidAmerican Pension Conference in the total amount of \$450. Motion carried by roll call vote.

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

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND: *Applications for Membership – Julian Bahena, Viktoriia Kuzmykha, Jorge Pizano, Daniel Provost and Marcel Rebowski:* The Board reviewed the Applications for Membership submitted by Julian Bahena, Viktoriia Kuzmykha, Jorge Pizano, Daniel Provost and Marcel Rebowski A motion was made by Trustee Kaplan and seconded by Trustee Bieschke to accept Julian Bahena effective March 6, 2023, Viktoriia Kuzmykha effective June 5, 2023, Jorge Pizano, Daniel Provost and Marcel Rebowski effective April 24, 2023 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, Kaplan and MacIsaac
NAYS: None
ABSENT: Trustee Connolly

Withdrawal from the Fund – David Sahakian: The Board noted that David Sahakian has separated service from the Wheeling Police Department effective January 13, 2023. A contribution refund request has not been submitted at this time. Further updates will be provided as they become available.

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS: *Discussion/Possible Action – Application for James Haeger's Survivor's Pension Benefit Pursuant to 40 ILCS 5/3-112(a):* Attorney Goodloe reported that a hearing will be scheduled to hear testimony regarding James Haeger's survivor's pension benefit matter. An update will be provided at the next regular meeting.

Post Meeting Note: The hearing is scheduled on September 19, 2023 at 9:00 a.m. at the Wheeling Village Hall.

OLD BUSINESS: *IDOI Annual Statement:* The Board noted that the finalized report was filed prior to the June 30, 2023 deadline.

NEW 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 \$2,762,093 which is a \$288,176 increase from the prior year contribution. A motion was made by Trustee MacIsaac and seconded by Trustee Bieschke to accept the Actuarial Valuation as prepared and to request a tax levy in the amount of \$2,762,093 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, Kaplan and MacIsaac
NAYS: None
ABSENT: Trustee Connolly

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

Transfer of Creditable Service/Portability – Viktoriia Kuzmykha: The Board noted that L&A mailed correspondence to Viktoriia Kuzmykha regarding her request to calculate the transfer of creditable service of 57 months and 9 days from Article 5 Chicago Police to the Wheeling Police Pension Fund and no response has been received to date. Updates will be provided as they become available.

Board Officer Elections – President, Vice President, Secretary & Assistant Secretary: The Board discussed Board Officer Elections and nominated the following slate of Officers: Trustee Musolf as President; Trustee Connolly as Vice President; Trustee Bieschke as Secretary; and Trustee MacIsaac as Assistant Secretary. A motion was made by Trustee MacIsaac and seconded by Trustee Kaplan to elect the slate of Officers as stated. Motion carried by roll call vote.

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

FOIA Officer and OMA Designee: The Board discussed designating Deputy Village Clerk, Karen Henneberry as the FOIA Officer and OMA Designee. A motion was made by Trustee MacIsaac and seconded by Trustee Kaplan to designate the FOIA Officer and OMA Designee as stated. Motion carried by roll call vote.

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

ATTORNEY’S REPORT – PUCHALSKI GOODLOE LLC: *Update of Complaint of Administrative Review regarding Non-Duty Disability Pension – Stephen Hull:* Attorney Goodloe reported that the Judge made a ruling on July 15, 2023 affirming the Board’s decision of granting a non-duty disability to Stephen Hull. Mr. Hull has until August 15, 2023 to appeal. An update will be provided at the next regular meeting.

Annual Independent Medical Examination – Stephen Hull: Attorney Goodloe recommended that the Board schedule a hearing to obtain testimony from Dr. Dinwiddie, regarding the annual independent medical examination supporting that Stephen Hull is no longer disabled. 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 MacIsaac and seconded by Trustee Bieschke to adjourn the meeting at 10:03 a.m. Motion carried unanimously by voice vote.

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



Board President or Secretary

Minutes approved by the Board of Trustees on _____

10/30/2023

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