



**MINUTES OF A REGULAR MEETING OF THE
WHEELING POLICE PENSION FUND BOARD OF TRUSTEES
JULY 6, 2022**



A regular meeting of the Wheeling Police Pension Fund Board of Trustees was held on Wednesday, July 6, 2022 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; John Falduto and Ed Lavin, Sawyer Falduto Asset Management, LLC; Trinette Gardner, Lora Murphy and Megan Snell, Lauterbach & Amen, LLP (L&A)

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *April 6, 2022 Regular Meeting:* The Board reviewed the April 6, 2022 regular meeting minutes. A motion was made by Trustee MacIsaac and seconded by Trustee Bieschke to approve the April 6, 2022 regular meeting minutes as written. Motion carried by roll call vote.

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

May 23, 2022 Special Meeting: The Board reviewed the May 23, 2022 special meeting minutes. A motion was made by Trustee Kaplan and seconded by Trustee MacIsaac to approve the May 23, 2022 special meeting minutes as written. Motion carried by roll call vote.

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

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 Kaplan 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

ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report:* The Board reviewed the Monthly Financial Report for the six-month period ending June 30, 2022 prepared by L&A. As of June 30, 2022, the net position held in trust for pension benefits is \$60,280,280.24 for a change in position of (\$12,485,250.41). The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report and Payroll Journal. A motion was made by Trustee MacIsaac and seconded by Trustee Bieschke to accept the Monthly Financial Report as presented. Motion carried by roll call vote.

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

Presentation and Approval of Bills and Additional Bills, if any: The Board reviewed the Vendor Check Report for the period March 1, 2022 through June 30, 2022 for total disbursements in the amount of \$543,491.44 and the Puchalski Goodloe LLC invoice #0000194 in the amount of \$5,280.71 for the quarterly retainer fee and miscellaneous legal services rendered. A motion was made by Trustee MacIsaac seconded by Trustee Bieschke to approve the disbursements shown on the Vendor Check Report in the amount of \$543,491.44 and the additional bill as presented. Motion carried by roll call vote.

AYES: Trustees Musolf, Bieschke, Kaplan and MacIsaac

NAYS: None

ABSENT: Trustee Connolly

INVESTMENT REPORT – SAWYER FALDUTO ASSET MANAGEMENT, LLC: *Quarterly Investment Performance Report:* Mr. Falduto presented the Quarterly Investment Performance Report for the period ending June 30, 2022. As of June 30, 2022, the second quarter net return is (11.3%) versus the second quarter account benchmark of (11.1%). The investment return for the quarter is (\$7,614,019) for an ending market value of \$59,662,894. The current asset allocation is as follows: fixed income at 41.0%, equities at 58.8% and cash equivalents at 0.3%. Mr. Lavin 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 MacIsaac and seconded by Trustee Bieschke to accept the Quarterly Investment Performance Report as presented. Motion carried unanimously by voice vote.

Review/Update Investment Policy: The Board discussed the Investment Policy and determined that no changes are required at this time.

Consolidation Related Matters: Sawyer Falduto Asset Management, LLC had no additional consolidation related matters to discuss.

COMMUNICATIONS AND REPORTS: *Affidavits of Continued Eligibility:* The Board noted that L&A mailed Affidavits of Continued Eligibility to all pensioners with the December payroll cycle and issued third requests to outstanding pensioners and to date, one affidavit remains outstanding. L&A will mail a fourth request to the outstanding pensioner via certified mail. The Board authorized L&A to suspend the August payroll direct deposit if the completed affidavit is not received by July 31, 2022 and a physical check will be generated that the member can pick up upon delivering a completed affidavit to the Pension Fund. An update will be provided at the next regular meeting.

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 reviewed the Trustee Training Summary and discussed upcoming training opportunities. Trustees were reminded to submit any certificates of completion to L&A for recordkeeping.

Approval of Trustee Training Registration Fees and Reimbursable Expenses: The Board reviewed the trustee training registration presented for approval for Trustee Musolf's registration to attend the 2022 IPPFA MidAmerican Pension Conference in the amount of \$425. A motion was made by Trustee Kaplan and seconded by Trustee Bieschke to approve the trustee training registration invoice in the total amount of \$425 for Trustee Musolf to attend the 2022 IPPFA MidAmerican Pension Conference. Motion carried by roll call vote.

AYES: Trustees Musolf, Bieschke, Kaplan and MacIsaac

NAYS: None

ABSENT: Trustee Connolly

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

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS: *Approve Regular Retirement Benefits – Jeremy Hoffman and Douglas Kaiser:* The Board reviewed the regular retirement benefit calculation for Jeremy Hoffman prepared by L&A. Sergeant Hoffman had an entry date of May 4, 1993, retirement date of June 10, 2022, effective date of pension of June 11, 2022, 52 years of age at date of retirement, 29 years of creditable service, applicable salary of \$131,708, applicable pension percentage of 72.50%, amount of originally granted monthly pension of \$7,957.36 and amount of originally granted annual pension of \$95,488.32. A motion was made by Trustee Kaplan and seconded by Trustee Bieschke to approve Jeremy Hoffman's regular retirement benefit calculated by L&A. Motion carried by roll call vote.

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

The Board reviewed the regular retirement benefit calculation for Douglas Kaiser prepared by L&A. Patrolman Kaiser had an entry date of May 12, 1994, retirement date of June 10, 2022, effective date of pension of June 11, 2022, 53 years of age at date of retirement, 28 years of creditable service, applicable salary of \$111,031, applicable pension percentage of 70%, amount of originally granted monthly pension of \$6,476.81 and amount of originally granted annual pension of \$77,721.72. A motion was made by Trustee MacIsaac and seconded by Trustee Kaplan to approve Douglas Kaiser's regular retirement benefit calculated by L&A. Motion carried by roll call vote.

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

Approve Decision & Order/Certificate of Payment – Jeremy Hoffman and Douglas Kaiser: The Board reviewed the Decision & Order/Certificate of Payments for Jeremy Hoffman and Douglas Kaiser's retirement benefits prepared by Puchalski Goodloe LLC. A motion was made by Trustee MacIsaac and seconded by Trustee Bieschke to approve the Decision & Order/Certificates of Payment for Jeremy Hoffman and Douglas Kaiser as prepared. Motion carried by roll call vote.

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

QILDRO – Jeremy Hoffman: The Board noted that the QILDRO has been received and is on file, however the Calculation Order and the \$50 processing fee is still outstanding and is required in order for the Pension Fund to begin paying the alternate payee. An update will be provided at the next regular meeting.

Status Update – Surviving Spouse Benefit – Nancy Conley: Attorney Goodloe noted that P.A. 102-811 that was discussed at the April 6, 2022 meeting is effective January 1, 2023. The Board discussed that Chief Haeger may have a disabled dependent who may be entitled to a benefit and noted that Attorney Goodloe provided an application for a disability dependent to the Chief's ex-spouse, who the dependent resides with. Upon receipt of the completed application, Attorney Goodloe will request the dependent's medical records and any other pertinent records needed to determine if independent medical examinations will be required. An update will be provided at the next regular meeting.

IPOPIF: Amended Transfer of Assets Date: The Board noted that the amended transfer of assets date is August 1, 2022.

Discussion/Possible Action – Cash Reserve Balance: The Board noted that an interim cash management guideline was established at the May 23, 2022 meeting and noted in the minutes. The Cash Reserve Balance post consolidation will be discussed at the next regular meeting.

Discussion/Possible Action – Additional IPOPIF Requests Pertaining to Consolidation: There were no additional IPOPIF requests pertaining to consolidation presented.

OLD BUSINESS: *IDOI Annual Statement:* The Board noted that the finalized report was filed prior to the June 30, 2022 deadline.

NEW BUSINESS: *Review/Approve Actuarial Valuation and Tax Levy Request:* The Board noted that the Actuarial Valuation and Tax Levy Request will be reviewed and approved at the next regular meeting.

The Board discussed requesting the L&A Actuarial Valuation contribution from the Village and discussed that when Attorney Goodloe provides the recommendation correspondence to the Village that he requests, on behalf of the Pension Fund, not to reduce the contribution amount that was provided last year and to request that the Village minimally provide the same contribution as last year. This matter will be further discussed at the next regular meeting.

Review/Adopt – Municipal Compliance Report: The Board noted that the Municipal Compliance Report will be reviewed and adopted at the next regular meeting.

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 Bieschke 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 Hull matter was fully briefed by all parties and the written decision by the Judge was to be received on July 1, 2022, although it has not been received. Attorney Goodloe contacted the Clerk’s office on July 5, 2022 and was told the Judge is backlogged and the written decision is not available at this time. Attorney Goodloe will continue to follow up with the Clerk and an update will be provided at the next regular meeting.

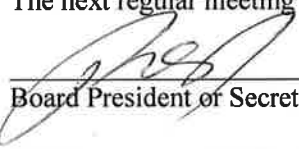
Annual Independent Medical Examination – Stephen Hull: Attorney Goodloe noted that Stephen Hull attended his annual independent medical examination (IME) on June 27, 2022 and is awaiting the doctor’s report. An update will be provided at the next regular meeting.

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 10:08 a.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Wednesday, October 5, 2022 at 9:00 a.m.



Board President or Secretary

Minutes approved by the Board of Trustees on 10/26/2022

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