

# **MINUTES OF ROCKTON POLICE PENSION BOARD**

## Regular Meeting

Wednesday – 10/28/2020

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### **CALL TO ORDER:**

President Bruce Lans called the Police Pension Board regular meeting to order at 4:05 P.M.

### **ROLL CALL:**

Present were: Bruce Lans, Ron Montgomery, Russell Schaefer, Officer Johnson and Sgt. Camacho. A quorum was present. Dave Harrington of Sawyer Falduto Asset Management, Village Treasurers Mark Olson and Jaye Quimby, Pension Board Attorney Chris Potthoff of Reimer Dobrovlny and Lauterbach & Amen Enrolled Actuary Robert Rietz were also in attendance.

Pursuant to the Governor's Disaster Proclamation pertaining to the COVID-19 Pandemic and the Illinois Open Meeting Act, the President of the Board found an in person meeting to not be practical or prudent. The Board met virtually via Cisco Webex. Instructions for the public to attend the meeting was on the posted meeting notice and agenda. All were present in electronic attendance other than board member Officer Johnson who was at Village Hall.

### **PUBLIC COMMENT TIME:**

There were no public comments.

### **APPROVAL OF MINUTES:**

A motion was made by Mr. Lans to approve the Police Pension Board special meeting minutes from 8/13/2020, seconded by Mr. Schaefer. Upon roll call, the vote was: AYES: 5—Mr. Lans, Mr. Montgomery, Mr. Schaefer, Officer Johnson and Sgt. Camacho NAYS: 0 ABSTAIN: 0 A copy of minutes have been added to the meeting minutes file.

### **INVESTMENT ADVISOR REPORT:**

Dave Harrington of Sawyer Falduto Asset Management provided the Performance Report for the 3<sup>rd</sup> quarter of 2020 in the following summation:

	<b>Quarter 3</b>	<b>Year-to-Date</b>
<b>Cash Flow Summary</b>		
Beginning Market Value	\$7, 244,252	\$6, 881, 990
Ending Market Value	\$7, 569,318	\$7, 569,318
Investment Return	\$291,499	\$445,708

<b>Performance</b>	<b>Actual</b>	<b>Benchmark</b>	<b>Actual</b>	<b>Benchmark</b>
Equity	8.26%	7.71%	3.44%	1.44%
Fixed Income	0.66%	0.85%	7.75%	7.94%
Cash Equivalents	0.00%	0.01%	0.23%	0.30%
Total Account Return (net of fees)	3.94%	3.96%	6.10%	5.54%

<b>Asset Allocation</b>	<b>Actual</b>	<b>Range</b>
Equity	45.4%	35 – 45%
Fixed Income	54.2%	50 – 60%
Cash Equivalents	0.3	0 – 10%

A motion was made by Sgt. Camacho, seconded by Mr. Montgomery to accept the investment advisor's report as presented by Sawyer Falduto Asset Management. Upon roll call, the vote was: AYES: 5—Mr. Lans, Mr. Montgomery, Mr. Schaefer, Officer Johnson and Sgt. Camacho NAYS: 0 ABSTAIN: 0

A copy of the 3<sup>rd</sup> Quarter Performance Report has been added to the meeting minutes file.

**ACTUARIAL REPORT:**

Mr. Rietz from Lauterbach & Amen provided detailed review of the following reports:

- a) Actuarial Valuation as of June 1st, 2020
- b) GASB 67/68 report as of June 1, 2019
- c) Municipal Compliance Report for the fiscal year ending May 31,2020

Copies of draft documents were added to meeting file.

**TREASURER'S REPORT:**

Mrs. Quimby stated that financial reports for July, August and September had been emailed earlier to the Board.

Balance Sheets: Reported assets as of 09/30/2020 is \$8,158,955

A motion was made by Mr. Lans, seconded by Officer Johnson to accept the Treasurer's report as presented by Mrs. Quimby. Upon roll call, the vote was: AYES: 5—Mr. Lans, Mr. Montgomery, Mr. Schaefer, Officer Johnson and Sgt. Camacho NAYS: 0 ABSTAIN: 0

The balance sheets, 7/31/20, 8/31/20 and 9/30/20 were added to the meeting minutes file.

**APPROVE BILLS FOR PAYMENT:**

Mr. Lans reviewed the following totals for bills for payment:

- a) Attorney Quarterly Retainer - \$750.00
- b) IPPFA 2021 Dues - \$796.00
- c) 20-21 Fiduciary Insurance Renewal - \$2,280.00
- d) Travel Reimbursement 2020 Conference - \$1,217.64
- e) Cisco Webex Virtual Meeting Platform - \$14.95

A motion was made by Mr. Schaefer, seconded by Mr. Montgomery to authorize payment of the bills as noted. Upon roll call, the vote was: AYES: 5—Mr. Lans, Mr. Montgomery, Mr. Schaefer, Officer Johnson and Sgt. Camacho NAYS: 0 ABSTAIN: 0

The invoices were added to the minutes file.

**TRUSTEE TRAINING:**

IPPFA Completed Training - Sgt. Camacho reviewed 8 & 4 hour required training completed for Mr. Lans, Mr. Schaefer and Sgt. Camacho to date. He confirmed that IPPFA hasn't put out possible future online or in-person training dates due to current Covid-19 restrictions. Sgt. Camacho will contact Mr. Montgomery (4-hrs. needed) and Officer Johnson (8 & 4 hrs. needed) when they do come available for approval and registration.

**REQUEST FOR BENEFITS:**

There were no request for benefits.

**OLD BUSINESS:**

Uniformed Unclaimed Property Act – Sgt. Camacho reviewed the updated listing of now nine officers provided by Jaye to meet the new state reporting requirement. The list includes the latest mailing address and totals for the certified letters. Contact will be made once cover letters are finalized by Attorney Potthoff. He also noted that we had two pending lateral transfers that may require review of their past employers and pension applications/transfers.

Annual DOI Statement – Mr. Lans and Mrs. Quimby reviewed the report that had been sent out for review and approval to all board members with Interrogatory Statement.

Officer Johnson made the motion to approve the Annual DOI Statement prepared by Mrs. Quimby, seconded by Mr. Schaefer. Upon roll call, the vote was: AYES: 5–Mr. Lans, Mr. Schaefer, Officer Johnson, Mr. Montgomery, and Sgt. Camacho NAYS: 0 ABSTAIN: 0

Lauterbach & Amen Actuarial Services Engagement & Files – Mr. Lans reviewed what had been completed in pension board record transfer both digital and hard files. Three file cabinets at the station now hold all combined records and the digital records have been transferred to a secure file and drive on the village servers. This includes the updated member files that are now under lock and key.

POPIF Transitional Board Participant Voter Database – Sgt. Camacho reviewed that the required document had been completed and sent back within the allotted timeline.

Copies of the related documents were added to the file.

**NEW BUSINESS:**

Lauterbach & Amen, LLP – Actuarial Report Approval

Mr. Lans made the motion to approve the actuarial report, seconded by Mr. Montgomery. Upon roll call, the vote was: AYES: 5–Mr. Lans, Mr. Schaefer, Officer Johnson, Mr. Montgomery, and Sgt. Camacho NAYS: 0 ABSTAIN: 0

Lauterbach & Amen, LLP MCR Report Approval

Mr. Lans made the motion to approve the MCR report, seconded by Sgt. Camacho. Upon roll call, the vote was: AYES: 5–Mr. Lans, Mr. Schaefer, Officer Johnson, Mr. Montgomery, and Sgt. Camacho NAYS: 0 ABSTAIN: 0

Lauterbach & Amen, LLP Tax Levy Request Approval

Mr. Lans made the motion to recommend to the Village of Rockton that it follow the Actuarial Funding Report / Valuation by Lauterbach & Amen and for the contribution year June 1, 2020 to May 31, 2021 make the recommended tax levy / municipal contribution to the Pension Fund in the amount of \$453,568. Motion seconded by Officer Johnson.

Upon roll call, the vote was: AYES: 5—Mr. Lans, Mr. Schaefer, Officer Johnson, Mr. Montgomery, and Sgt. Camacho NAYS: 0 ABSTAIN: 0

Mr. Reitz offered that he would be available to attend the village finance committee meeting for presentation of all needed documents and the requested contribution if needed. Documents will be forwarded prior to the Finance Committee meeting for their review.

After discussion it was agreed that absent a request by the Village Finance Committee to the Pension Board a formal presentation will not be made by the Pension Board regarding documentation from Lauterbach & Amen. It was felt that the Village Finance Committee would have adequate familiarity with the subject matter addressed in the Lauterbach reports. Mr. Olson agreed to immediately notify the Pension Board if it becomes necessary for an in-person report from the Pension Board to the Finance Committee.

The required contribution request letter will be drafted by Attorney Potthoff and sent to the Village of Rockton along with copies of the Actuarial Valuation Report, the Municipal Compliance Report and the GASB 67/68 Report.

2021 Scheduled Meeting Dates – Sergeant Camacho reported the 2021 dates to be 1/27/21, 4/28/21, 7/28/21 and 10/27/21 @ 4PM.

Copies of available filings were added to the file.

**ATTORNEY REPORT:**

Legal Update – Mr. Potthoff reviewed the 10/2020 newsletter from his firm with board members.

**EXECUTIVE SESSION:**

An executive session was not needed.

**NEXT QUARTERLY MEETING:**

The next regular Police Pension Board meeting is scheduled for Wednesday, January 27<sup>th</sup>, 2021 at 4:00PM.

**ADJOURNMENT:**

There being no further business, it was moved by Mr. Lans and seconded by Mr. Montgomery to adjourn at 5:25pm. Upon roll call, the vote was: AYES: 5—Mr. Lans, Mr. Schaefer, Officer Johnson, Mr. Montgomery, and Sgt. Camacho NAYS: 0 ABSTAIN: 0

Respectfully submitted,

**Sergeant Dean A. Camacho #1303**

Secretary

Approved: TBA (1/27/2021) ( ) Yes ( ) No