



Urbana Fire Rescue Services Department
400 South Vine Street
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Urbana, Illinois 61803-0219
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**URBANA FIRE DEPARTMENT PENSION BOARD OF TRUSTEES
MEETING MINUTES
MONDAY, JANUARY 28, 2002**

The Fire Pension Board of Trustees of the City of Urbana, Illinois, met at 9:30 a.m., Monday, January 28, 2002, in the second floor conference room of the Urbana City Building.

MEMBERS PRESENT: Andrew Rickords, Secretary/Clerk/Firefighter
Bill Morfey, Firefighter
Ronald C. Eldridge, City Comptroller
Ron Short, Retiree/President
Keith Schafroth, Firefighter
Phyllis D. Clark, City Clerk
Rex Mundt, Fire Chief

MEMBERS ABSENT: none

GUESTS PRESENT: James Dobrovlny, Attorney

President Short called the meeting to order at 9:43 a.m.

INVESTMENT BUSINESS

Mr. Scott MacAdam and Mr. Scott Hendrie of First Busey Trust & Investment Co. were present. They distributed the quarterly report and reviewed the Pension's investment activity thru December 31, 2001.

Representatives from First Busey Trust & Investment Co. will be present again next quarter to update the Board on their investments.

APPROVAL OF MINUTES

Chief Mundt moved to approve the minutes of the November 5, 2001, Fire Department Pension Board meeting. The motion was seconded by Sec/Clerk Rickords, carried by a voice vote and approved.

APPROVAL OF TREASURER'S REPORT

No activity to report.

APPROVAL OF CLERK'S BILLS

A copy of the Clerk's bills was handed out. Sec/Clerk Rickords explained that a check was cut to resigned FF Jeff Ballew in the amount of \$21,936.91 on November 30, 2001, to refund back Ballew's pension monies. Also, Sec/Clerk Rickords reported that he received a letter from Charles Heflin. Sec/Clerk Rickords stated he will be talking to Heflin and explaining his options. A check will be cut to Heflin, too. City Clerk Clark moved to approve the Clerk's Bills. The motion was seconded by Chief Mundt, carried by a voice vote and approved.

NEW BUSINESS

A. New Hire: Tim Balangee – Hired November 26, 2001. Sec/Clerk Rickords moved to accept FF Balangee with concerns noted to refer to doctor's cover letter in his file. The motion was seconded by City Clerk Clark, carried by a voice vote and approved.

B. Raises – Sec/Clerk Rickords calculated raises for persons receiving monthly pension checks. Comptroller Eldridge reviewed the calculations and agreed with the report. Comptroller Eldridge will mark his calendar with dependants' birthdays to aid in assisting the Sec/Clerk to keep track of payouts.

C. Retired Firefighter Leonard Olson – Retire date January 2, 2002. 25 years and 1 day of service to the department. Will receive .625% pension on ending salary, which equals a monthly payment of \$2,747.03. His first check was for \$2,563.90 – it was less due to prorating of first month payout.

D. Physical/Agility Tests – Chief Mundy spoke that the physical/agility tests will be conducted at the same time as the medical physical. is entitled to a .035% increase on his pension. Previous amount: \$2,841.69 New amount: \$2,941.15

OLD BUSINESS

A. Firefighter Tom Harnsberger – Comptroller Eldridge stated that the City has stopped the Work Comp payouts as of December 15, 2001. Harnsberger is now back to being paid a full pension. The Pension has received 2 subpoenas requesting all information on Harnsberger. Sec/Clerk Rickords will be getting copies of all agendas and pension board minutes that mention Harnsberger to fulfill the subpoenas' requests.

B. Next Meeting – The next quarterly meeting of the Fire Pension Board is set for Friday, April 26, 2002, at 9:30am. (Subject to change.)

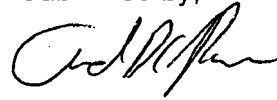
ADJOURNMENT

There being no further business before the Board, Comptroller Eldridge moved to adjourn the meeting. The motion was seconded by City Clerk Clark, carried by a voice vote and approved. President Short declared the meeting adjourned at 11:28 a.m.

Prepared by,

Susan D. Rothermel

Submitted by,



Andrew K. Rickords
Secretary/Clerk

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**URBANA FIRE DEPARTMENT PENSION BOARD OF TRUSTEES
MEETING MINUTES
FRIDAY, APRIL 26, 2002**

The Fire Pension Board of Trustees of the City of Urbana, Illinois, met at 9:30 a.m., Friday, April 26, 2002, in the second floor conference room of the Urbana City Building.

MEMBERS PRESENT: Andrew Rickords, Secretary/Clerk/Firefighter
Bill Morfey, Firefighter
Ronald C. Eldridge, City Comptroller
Ron Short, Retiree/President
Keith Schafroth, Firefighter
Phyllis D. Clark, City Clerk

MEMBERS ABSENT: Rex Mundt, Fire Chief

President Short called the meeting to order at 9:42 a.m.

City Clerk Phyllis Clark joined 9:47 a.m.

INVESTMENT BUSINESS

Mr. Scott MacAdam and Mr. Scott Hendrie of First Busey Trust & Investment Co. were present. They distributed the quarterly report and reviewed the Pension's investment activity thru March 31, 2002.

Representatives from First Busey Trust & Investment Co. will be present again next quarter to update the Board on their investments.

Keith Schafroth joined 9:55am

APPROVAL OF MINUTES

Comptroller Eldridge moved to approve the minutes of the January 28, 2002, Fire Department Pension Board meeting. The motion was seconded by City Clerk Clark, carried by a voice vote and approved.

APPROVAL OF TREASURER'S REPORT

No activity to report. It was noted that one cd was rolled over to another cd.

City Clerk Clark let 10:03 a.m.

APPROVAL OF CLERK'S BILLS

A copy of the Clerk's bills was handed out. FF Schafroth moved to approve the Clerk's Bills. The motion was seconded by FF Morfey, carried by a voice vote and approved.

NEW BUSINESS

A. Departed Firefighters – Firefighter Dillingham and Firefighter Heflin have both left the employment of the City of Urbana Fire Department. Sec/Clerk Rickords has contacted both and is waiting for each of them to request a check for all monies they have paid into the Pension.

B. New Hire: Ryan MacZura – Hired March 8, 2002. Sec/Clerk Rickords moved to accept FF MacZura with possible concerns noted. The motion was seconded by Comptroller Eldridge, carried by a voice vote and approved

C. Hiring Processes – The Board discussed the hiring process of new firefighters. Next Quarterly Board Meeting, the Board will discuss having a possible checklist to follow when hiring a new firefighter.

OLD BUSINESS

No old business.

Next Meeting – The next quarterly meeting of the Fire Pension Board is set for Monday, July 29, 2002, at 9:30am. (Subject to change.)

ADJOURNMENT

There being no further business before the Board, Sec/Clerk Rickords moved to adjourn the meeting. The motion was seconded by FF Schafroth, carried by a voice vote and approved. President Short declared the meeting adjourned at 10:34 a.m.

Prepared by,

Susan D. Rothermel

Submitted by,

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Andrew K. Rickords
Secretary/Clerk



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**URBANA FIRE DEPARTMENT PENSION BOARD OF TRUSTEES
MEETING MINUTES
MONDAY, JULY 29, 2002**

The Fire Pension Board of Trustees of the City of Urbana, Illinois, met at 9:30 a.m., Monday, July 29, 2002, in the second floor conference room of the Urbana City Building.

MEMBERS PRESENT: Andrew Rickords, Secretary/Clerk/Firefighter
Ron Short, Retired Board Member/President
Rex Mundt, Fire Chief
Ron Eldridge, City Comptroller
Phyllis Clark, City Clerk

MEMBERS ABSENT: Keith Schafroth, Firefighter
Bill Morfey, Firefighter

*7 MEMBERS WERE AWSENT
BOARD APPROVED CHANGES
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President Short called the meeting to order at 9:38 a.m.

INVESTMENT BUSINESS

Mr. Scott Hendrie and Ms. Jama Grotelueschen of First Busey Trust & Investment Co. were present. They distributed the quarterly report and reviewed the Pension's investment activity thru June 30, 2002. No changes in current investments were recommended.

Representatives from First Busey Trust & Investment Co. will be present again next quarter to update the Board on their investments.

APPROVAL OF MINUTES

Chief Mundt moved to approve the minutes of the April 26, 2002, Fire Department Pension Board meeting. The motion was seconded by City Clerk Clark, carried by a voice vote and approved.

APPROVAL OF TREASURER'S REPORT

Comptroller Eldridge handed out the Treasurer's Report and went over the contents of the report. There was some discussion and Comptroller Eldridge addressed a few questions.

City Clerk Clark moved to approve the Treasurer's Report. The motion was seconded by Sec/Clerk Rickords, carried by a voice vote and approved.

APPROVAL OF CLERK'S BILLS

A copy of the Clerk's bills was handed out. There were no unusual entries in the report. City Clerk Clark moved to approve the Clerk's Bills. The motion was seconded by Chief Mundt, carried by a voice vote and approved.

NEW BUSINESS

A. (In regards to a "Possible Checklist when hiring firefighters") – Comptroller Eldridge stated that it's not actually a checklist per se, but a sheet or letter that is now being given to new hires/candidates, which explains in general the benefits of the Pension Fund. Comptroller Eldridge offered to show an example of the letter to any Board members who want to see it.

B. New Hires – Chief Mundt spoke of a new-hire firefighter that was in the works of being hired. By next meeting, Gene Meyers should be a new member of the department. Also, Chief Mundt mentioned that the "Entrance Test" would be given on August 10, 2002. And, from the eligibility listing that will come from the "Entrance Test," they are planning to process one individual from that list. Chief Mundt is working closely with the Personnel Division coordinating all tests and steps that need to be choreographed in order for the individual to be on payroll by September 6th and able to report to the academy on September 9th. The Board discussed in depth the testing and hiring processes of a new firefighter.

C. Retirement of DC Weber – Sec/Clerk Rickords stated that he has received a notice of resignation to retirement from Division Chief Matthew Weber. DC Weber's last duty day will be August 22, 2002. Pension figures will be calculated and disclosed at the next quarterly meeting.

OLD BUSINESS

There was none.

NEXT QUARTER'S MEETING

The next quarterly meeting of the Fire Pension Board is set for Friday, October 25, 2002, at 9:30am. (Subject to change.)

ADJOURNMENT

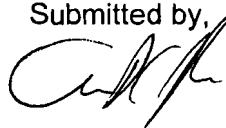
There being no further business before the Board, President Short asked for a motion to adjourn. Comptroller Eldridge moved to adjourn the meeting. The motion was seconded by City Clerk Clark, carried by a voice vote and approved. Sec/Clerk Rickords declared the meeting adjourned at 10:43 a.m.

Prepared by,

Susan D. Rothermel

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Submitted by,



Andrew K. Rickords
Secretary/Clerk



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**URBANA FIRE DEPARTMENT PENSION BOARD OF TRUSTEES
MEETING MINUTES
FRIDAY, OCTOBER 25, 2002**

The Fire Pension Board of Trustees of the City of Urbana, Illinois, met at 9:30 a.m., Friday, October 25, 2002, in the second floor conference room of the Urbana City Building.

MEMBERS PRESENT: Andrew Rickords, Secretary/Clerk/Firefighter
Ron Short, Retired Board Member/President
Ron Eldridge, City Comptroller
Keith Schafroth, Firefighter
Bill Morfey, Firefighter

MEMBERS ABSENT: Phyllis Clark, City Clerk
Rex Mundt, Fire Chief

OTHERS PRESENT: James Dobrovolny, Attorney

President Short called the meeting to order at 9:35 a.m.

INVESTMENT BUSINESS

Mr. Scott Hendrie and Mr. Scott MacAdam of First Busey Trust & Investment Co. were present. They distributed the quarterly report and reviewed the Pension's investment activity thru September 30, 2002.

The representatives also mentioned that perhaps a general flier or newsletter be sent out (quarterly?) to pensioners to keep them informed of the Pensions financial news.

Comptroller Eldridge moved to seal an insurance contract and roll over the funds to First Busey Trust & Investment Co. to invest. The motion was seconded by Sec/Clerk Rickords, carried by a voice vote and approved. The monies will be pieced up into equal percentages already allocated.

Representatives from First Busey Trust & Investment Co. will be present again next quarter to update the Board on their investments.

APPROVAL OF MINUTES

Comptroller Eldridge moved to approve the minutes of the July 29, 2002, Fire Department Pension Board meeting with changes noted. The motion was seconded by Sec/Clerk Rickords, carried by a voice vote and approved.

APPROVAL OF TREASURER'S REPORT

Comptroller Eldridge handed out a copy of the "City of Urbana, Illinois, Firemen's Pension Fund Audit Report, For The Years Ended June 30, 2002 & 2001." There was some discussion and Comptroller Eldridge addressed a few questions. The net worth is \$19,916,517 and is down \$939,187 from last year due to a decline in the stock market.

Comptroller Eldridge also spoke of two changes in investments:

1. Insurance contract is up – rolled over to First Busey Trust & Investment Co.
2. 2 CDs at Edward D. Jones - \$75,000 each at maturity. Bought US Gov. Bonds paying 4% (no approval needed).

Sec/Clerk Rickords moved to approve the Treasurer's Report. The motion was seconded by FF Morfey, carried by a voice vote and approved.

APPROVAL OF CLERK'S BILLS

The Board discussed purchasing a new computer for Sec/Clerk Rickords for his record-keeping needs. Comptroller Eldridge moved that the Fire Pension Board purchase a new computer for Sec/Clerk Rickords to use for Pension business. The motion was seconded by FF Morfey, carried by a voice vote and approved.

A copy of the Clerk's bills was handed out. There were no unusual entries in the report. FF Schafroth moved to approve the Clerk's Bills. The motion was seconded by FF Morfey, carried by a voice vote and approved.

NEW BUSINESS

A. Retirement of DC Weber – Retire date August 22, 2002. 25 years and 7 months of service to the department. Will receive .63958% pension on ending salary of \$61,798, which equals a monthly payment of \$3,293.73. Sec/Clerk Rickords wants to make sure he has figured DC Weber's pension correctly, so the Board will approve DC Weber's numbers at the next quarterly meeting.

B. New Hire: Matt Ennis – DOH September 6, 2002. There was no cover letter from the doctor included with FF Ennis' physical report. Sec/Clerk Rickords will contact the doctor's office for a letter to be put in FF Ennis' file. The Board will approve FF Ennis at the next quarterly meeting.

C. New Hire: Gene Meyers – DOH August 26, 2002. Comptroller Eldridge moved to recognize FF Meyers as a member of the Urbana Firemen's Pension. The motion was seconded by FF Schafroth, carried by a voice vote and approved.

OLD BUSINESS

There was none.

NEXT QUARTER'S MEETING

The next quarterly meeting of the Fire Pension Board is set for Friday, January 31, 2003, at 9:30am. (Subject to change.)

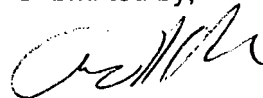
ADJOURNMENT

There being no further business before the Board, President Short asked for a motion to adjourn. Comptroller Eldridge moved to adjourn the meeting. The motion was seconded by Sec/Clerk Rickords, carried by a voice vote and approved. President Short declared the meeting adjourned at 11:27 a.m.

Prepared by,

Susan D. Rothermel

Submitted by,



Andrew K. Rickords
Secretary/Clerk

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