



Urbana Police Pension Fund

400 S. Vine
Urbana, Illinois 61801
217(384-2320)
FAX 217(384-2363)

URBANA POLICE PENSION FUND

Board Minutes - Friday, July 26, 2019
City Building Conference Room-2nd Floor

Next Pension Meeting: Friday, November 1, 2019, 1 PM
City Building Conference Room – 2nd Floor

Present: Steve Royal, President (Term expires 5/31/20)
Dave Smysor, Secretary (Term expires 5/31/19)
Doug Pipkins, Assistant Secretary (Term expires 5/31/20)
Elizabeth Hannan, City Finance Director (Term expires 5/31/19)

Others

Present: Jim Dobrovolny, Reimer, Dobrovolny & Karlson, LLC.
Patrick Donnelly, Greystone Consulting, a division of Morgan Stanley
Ron Eldridge
Carla Tucker

Absent: Shaennon Clark (Term expires 05/31/20)

S. Royal called the meeting to order at 1 PM.

Old Business:

Minutes (04/26/19): Motion by S. Royal to approve the Minutes; motion second by E. Hannan, motion passed.

Investment Consultant RFP: E. Hannan stated she has had no comments regarding the RFP, so they will proceed, contacting firms and posting it to the City's website. Sometime during the first week of December, a joint meeting w/ Police and Fire pension shall take place, to interview for coverage.

Kary Keleher: Motion by S. Royal, second by E. Hannan, motion passed to accept the figures from R. Eldridge from the 4/26/19 meeting.

Annual Disability Pensioner Physicals: D. Smysor stated the following individuals went to Safeworks: Dean Hazen, Preston James, Amber Carpenter, and Steve Scharf. Dr. Fletcher forwarded individual results, which stated the pensioners are not capable of police work at the City of Urbana. D. Smysor stated each physical was \$1,900; under the Pension law, the Board is required to have annual physicals.

Oscar Gamble is on a non-duty disability, related to his medication. He advised when he turns 50 years of age, he will convert his non-duty disability to a retiree. R. Eldridge will convert this next month.

Officer Disability: Michael Hediger. M. Hediger has reached his MMI (Maximum Medical Improvement); his disability hearing will be scheduled by the end of the year. J. Dobrovolny will be coordinating with Woodlake for Ofc. Hedigers' physicals.

Pension Board:

- **D. Smysor**-Election for Active Pensioner Board Member: J. Dobrovolny stated there was no interest by the active membership to run for the Board. Due to acclamation, Dave Smysor won the election and will serve a 2 year term (expires 5/31/21).
- **E. Hannan**-Appointment by Mayor. Discussion if the Fund needs written notification by the Mayor for this appointment. J. Dobrovolny stated the Department of Insurance requires a letter from the Mayor every two years; D. Smysor will contact the Mayor's office.

New Business:

Public Participation: None.

New Officers:

- Phillip R Barrie (DOE 051619, 29 years old-enrolled in PTI)
- Raymond L. Rich (DOE 051619, 32 years old-enrolled in PTI)
- Corey J. Pankow (DOE 072319, 28 years old-formerly CCSO-IMRF)
- McCormack, Bradley (DOE: 072319, 24 years old-formerly Normal PD)

D. Smysor stated all four of the officers are all Tier 2. Motion by S. Royal to accept Phillip Barrie, Raymond Rich, Corey Pankow, and Bradley McCormack into the Fund as Tier 2 officers; D. Smysor second motion, motion passed; applications were signed by the Board.

Officer Retires:

- Andy Charles (Last day worked 7/4/19, DOE: 063089). A. Charles (55 years old) retired (30 years of service-75% of salary); his final salary is \$109,363.26; his monthly pension will be \$6,835.20; his first raise as a pensioner will be in August 2020, w/ a 3% raise with a 3% raise each January, thereafter. Motion by D. Smysor to approve these calculations, second by S. Royal; motion carries.
[voice vote: D. Smysor (yes), E. Hannan (yes), S. Royal (yes), D. Pipkins (yes)]
- Robert Fitzgerald, Deputy Chief, will be retiring in September 2019. S. Royal stated Bob Fitzgerald was Acting Deputy Chief; he was approaching one year in this position and appointed Deputy Chief. While he was in the 'Acting' position, he did not make the full Deputy Chief salary. Discussion regarding how salary is calculated. J. Dobrovolny stated the statute reads his pension is based on his salary attached to the rank held at the last date of service.

Military Time/Time of Non-Service – Pension Contributions: R. Eldridge stated when individuals have not been paid by the City, they have to make-up the service contributions if it exceeds 30 days.

- **Officer Anthony Meneely-A.** Meneely is in the National Guard and has five weeks without paying his contributions to the Fund (he took his military pay v. City pay). If he wants his service to count, he has to pay his contributions. Notification to A. Meneely regarding payment; payment shall be made before he retires.
- **Officer Jennifer Difanis-J.** Difanis was off at least 30 days since June and does not qualify to buy back her time of service.

R. Eldridge stated a week at a time is counted for making up service. Thirty days or less for military service can be reimbursed to the Fund before their retirement.
R. Eldridge stated FMLA is treated differently.

Future Plans for Payroll Administration: When the City's AS400 is closed down (September 2020), the Fund needs to look into the payroll administration for the Fund. If C. Tucker continues to do the payroll, she needs a means to do it (purchasing a laptop, software, backup); another option is for the City to do the payroll; E. Hannan will look to see if the City can take care of the financial for the Fund; she will keep the Board advised.

E. Hannan stated there would be advantages if the Fund stays w/ the City (auditors, security, etc.); R. Eldridge stated there are advantages of staying on the City's system (tax laws, security, etc.). R. Eldridge would continue to do the general

ledger, spread sheet, etc. E. Hannan stated C. Tucker should be compensated for her transitional work if the Fund goes with the City.

Police Pension Administrative Rules: E. Hannan stated she has two comments regarding the Rules:

- Order of Business-Standard agenda for meetings: Standard item to add to the Agenda: Changes to the Investment Policy.
- Travel: Recommends the Board refer to GSA schedules for travel per diem.

Carried forward to November 1, 2019 meeting.

Financial Report: R. Eldridge discussed the Financial Report w/ the fiscal year ending June 30, 2019, as well as the Quarterly Report. Motion by S. Royal to accept the Quarterly and annual Finance Report; second by D. Smysor, motion passed.

Pensioner Check: D. Smysor stated he has received letters, but will have to send out another reminder to pensioners, to verify their status.

Investment Presentation: J. Dobrovolny gave an update of some pending Circuit Court & statutes.

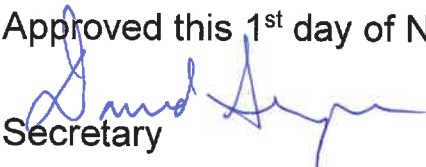
Training:

IPPFA: Attending the conference this Fall are D. Smysor, D. Pipkins, S. Royal.

E. Hannan stated she has to get 8 hours of training and thought she would go through IPPFA training; she's requesting payment for training. She said if Police pays for this year, she'll have Fire pay for next year's fee. Motion by D. Smysor to pay for this training; second by S. Royal, motion passed.

Motion by D. Smysor to adjourn the meeting at 2:58 PM. Motion carried.

Respectfully submitted,
Karen Snyder
Recording Secretary

Approved this 1st day of November, 2019

Secretary