

CITY OF OLNEY
FIRE PENSION BOARD
JUNE 22, 2017

AGENDA #1 “CALL TO ORDER” The City of Olney Fire Pension Board met in the Fire Station at 10:31 a.m. on June 22, 2017, with Chief Mike Hill presiding.

AGENDA #2 “ROLL CALL” The following members were present at roll call: City Treasurer Sanders, Retired Firefighter Clarence Smith, Firefighter Taylor Akers, and Fire Chief Mike Hill. Dave Lobacz was absent. City Clerk Kelsie Sterchi, and Assistant City Treasurer Jane Guinn were also present.

AGENDA #3 “APPROVE MINUTES FROM FIRE PENSION BOARD MEETING ON MARCH 21, 2017” Mr. Smith moved to approve the Fire Pension Board minutes from March 21, 2017, seconded by Mr. Sanders. A majority affirmative voice vote was received.

AGENDA #4 “TREASURER’S REPORT” Mr. Sanders began with topic 4-C “Discussion: Investment Schedule and Maturities.”

4-A “Discussion: Income and Expense May 1, 2016 - April 30, 2017” The Board was provided with a copy of an income and expense statement from May 1, 2016, through April 30, 2017. Mr. Sanders reported that there would be more investment gains to reflect before the books were closed on the 2016/2017 fiscal year. Once the City’s audit was complete, the final numbers would be reflected. The fiscal year would most likely end at a slight loss due to an unexpected retirement and reimbursement.

4-B “Discussion: Income and Expense May 1, 2017 - May 30, 2017” The Board was provided with a copy of an income and expense statement from May 1, 2017, through May 30, 2017. Mr. Sanders explained that \$103,383.78 was available as cash on hand. It was his opinion that the amount should not be invested because the funds would be needed to make some upcoming payments.

The first installment of real estate taxes was expected to be received in July or August. Mr. Sanders then pointed out that one CD was expected to mature in 2017. If needed, Mr. Sanders told of liquidity at Edward Jones that could be used.

Chief Hill asked if the 2017/2018 budget reflected numbers based on full staffing. Mr. Sanders replied that the budget was created with a full staff in mind.

Firefighter Akers moved to approve the Treasurer’s Report, seconded by Mr. Smith. A majority affirmative voice vote was received.

4-C “Discussion: Investment Schedule and Maturities” The Board was provided with an investment schedule as of May 31, 2017. Mr. Sanders told that the total amount of the Fire Pension Fund was at \$2,156,495.62. Of that total, Investment Centers of America had \$635,373.72, the Citizens National Bank money market account had \$94,530.24, Morgan Stanley had \$1,426,544.47, and the TrustBank checking account had \$47.19.

The Fire Pension Fund had 12.29% invested in equities which was 2% over the cap. Because the overage was due to investment gains and no new investments, the overage was allowed. Mr. Sanders advised that any overages due to investment gains should be adjusted one to two times per year.

Mr. Sanders then discussed topic 4-A “Discussion: Income and Expense May 1, 2016 - April 30, 2017.

AGENDA #5 “AUTHORIZE ANY INVESTMENTS” This item was removed.

AGENDA #6 “APPROVE PAYMENT - DEPARTMENT OF INSURANCE INVOICE FOR COMPLIANCE FEE” Mr. Sanders reminded the Board that each year, the City receives a bill from the Illinois Department of Insurance for the annual compliance fee. The fee is based on the level of assets. This year’s compliance fee bill was in the amount of \$433.21, and was included in the Fire Pension budget and tax levy.

Firefighter Akers moved to approve payment of \$433.21 to the Illinois Department of Insurance for the annual compliance fee, seconded by Mr. Smith. A majority affirmative voice vote was received.

AGENDA #7 “ELECTION OF OFFICERS” Chief Hill opened the floor for nominations.

Firefighter Akers moved to nominate Chief Hill as President, seconded by Mr. Sanders.

Chief Hill moved to nominate Firefighter Akers as Vice President, seconded by Mr. Sanders.

Mr. Sanders moved to nominate Mr. Smith as Secretary, seconded by Firefighter Akers.

Mr. Sanders moved to nominate Mr. Lobacz as Assistant Secretary, seconded by Mr. Smith.

Chief Hill moved to nominate Mr. Sanders as Treasurer, seconded by Firefighter Akers.

Chief Hill closed the floor for nominations.

Firefighter Akers moved to elect Chief Hill as President, Firefighter Akers as Vice President, Mr. Smith as Secretary, Mr. Lobacz as Assistant Secretary, and Mr. Sanders as Treasurer, seconded by Mr. Smith. A majority affirmative voice vote was received.

AGENDA #8 "PUBLIC COMMENTS/PRESENTATIONS" No one from the public was present.

AGENDA #9 "SCHEDULING OF NEXT MEETING" Mr. Sanders informed the Board that the Kemper CPA Group had been conducting the annual City audit. As part of the audit, the Pension Funds would be reviewed. Kemper CPA Group would also be compiling the annual report for submission to the Illinois Department of Insurance. Once this is complete, the Board would receive actuarial reports from the State and Art Tepfer.

Chief Hill felt that a special Fire Pension Board meeting would need to take place within the next few weeks to accept the newly hired firefighters into the pension plan.

The next meeting of the Fire Pension Board was scheduled for July 18, 2017, at 9:00 a.m. at the Fire Station.

AGENDA #10 "ADJOURN" Mr. Smith moved to adjourn, seconded by Firefighter Akers. A majority affirmative voice vote was received.

The Fire Pension meeting adjourned at 10:53 a.m.

Clarence Smith
Secretary