

**MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE HOMER TOWNSHIP FIRE PROTECTION DISTRICT  
FIREFIGHTERS' PENSION FUND  
WEDNESDAY, OCTOBER 18, 2017**

A regular meeting of the Board of Trustees of the Homer Township Fire Protection District Firefighters' Pension Fund was held on Wednesday, October 18, 2017 at 9:00 a.m. in the Station 1 Conference Room, 16050 S. Cedar Road, Lockport, IL 60491 for the purpose of conducting regular business.

**CALL TO ORDER:** The meeting was called to order by Trustee Mayer at 8:57 a.m.

**ROLL CALL:**

**PRESENT:** Trustees Doug Mayer, Troy Essenburg, Christopher Locacius, and Tom Sandryzk

**ABSENT:** Trustee Jacob Adeszko

**ALSO PRESENT:** Board Attorney Jeffrey Goodloe, Puchalski Goodloe Marzullo, LLP; Dave Harrington, Sawyer Falduto Asset Management; Michelle Hawkins, Isabel Copeland and Trinetta Gardner, Lauterbach & Amen, LLP (L&A); Kevin Doyle, District Treasurer

**PUBLIC COMMENT:** There were no public comments.

**APPROVAL OF AMENDMENTS TO THE AGENDA:** There were no amendments to the agenda.

**APPROVAL OF MEETING MINUTES:** *Regular Meeting Minutes – July 19, 2017:* The minutes from the regular meeting of July 19, 2017 were reviewed by the Board. A motion was made by Trustee Sandryzk and seconded by Trustee Essenburg to approve the July 19, 2017 regular meeting minutes as written. Motion carried unanimously by voice vote.

**TREASURER'S REPORT:** Trustee Locacius introduced Treasurer Doyle to the Board and discussed the process of the Treasurer's Report moving forward.

**ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP:** *Monthly Financial Report:* The Board reviewed the Monthly Financial Report for the five-month period ending September 30, 2017 as prepared by L&A. As of 09/30/17, the net position held in trust for pension benefits is \$12,157,594.41 for a change in position of \$1,541,619.83. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report and Payroll Journal. A motion was made by Trustee Essenburg and seconded by Trustee Sandryzk to accept the Monthly Financial Report as presented. Motion carried unanimously by voice vote.

*Presentation and Approval of Bills/Additional Bills:* The Board reviewed the Vendor Checks Report for the period 07/01/17 through 09/30/17 for total disbursements of \$28,223.97 and the following additional bills:

- Puchalski Goodloe Marzullo, LLP invoice #0010380 for the Quarterly Retainer Fee in the amount of \$2,487.08
- IPPFA invoice #1299 for 2018 Associations Dues in the amount of \$795
- Reimbursement to Trustee Sandryzk in the amount of \$613.18
  - Lodging: \$564.90
  - Travel: \$48.28

A motion was made by Trustee Mayer and seconded by Trustee Locacius to approve the disbursements shown on the Vendor Checks Report in the amount of \$28,223.97 and the additional bills as presented. Motion carried by roll call vote.

AYES: Trustees Mayer, Essenburg, Locacius and Sandryzk  
NAYS: None  
ABSENT: Trustee Adeszko

**INVESTMENT REPORT – SAWYER FALDUTO ASSET MANAGEMENT:** *Quarterly Investment Performance Report:* Sawyer Falduto distributed the Quarterly Investment Performance Report for the period ending September 30, 2017. As of 09/30/2017, the market value of the portfolio was \$12,136,182. The quarter to date investment return net of fees was 3.23%. The current portfolio asset allocation is as follows: 38.8% Fixed Income, 60.9% Equities and 0.3% Cash Equivalent. Current asset allocations within the Equity and Fixed Income funds were reviewed, as well as the Individual Fund Performance. All questions were answered by Sawyer Falduto. A motion was made by Trustee Essenburg and seconded by Trustee Sandryzk to accept the Investment Performance Report as presented. Motion carried unanimously by voice vote.

*Review/Update Investment Policy – if needed:* The Board discussed the current Investment Policy and determined no changes are needed at this time.

**COMMUNICATIONS AND REPORTS:** There were no communications or reports at this time.

**APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM THE FUND:** There were no applications for membership or withdrawals from the fund at this time.

**APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS:** *Application for Disability Benefits – Brett Hedge:* Attorney Goodloe informed the Board that Brett Hedge submitted a disability application and Attorney Goodloe is in the process of collecting all medical records. Mr. Hedge underwent surgery in October and will be sent for his independent medical examinations after he has recovered. A status update will be provided at the next scheduled meeting.

**OLD BUSINESS:** *Status of Disability Appeal – Gregory Prawdzik:* Attorney Goodloe apprised the Board that arguments will be held at the Appellate Court on October 25, 2017 at 9:00 a.m. regarding the Gregory Prawdzik Disability Appeal. An update will be provided at the next scheduled meeting.

*Pension Fund Liaison Pay – Hailey Debryun:* The Board discussed compensation for the Pension Fund Liaison position. A motion was made by Trustee Locacius and seconded by Trustee Essenburg to approve compensation in the amount of \$1,000 per year, to be issued on a quarterly basis in the amount of \$250 and to issue a retro payment from July 19<sup>th</sup> for the third quarter to Hailey Debryun. Motion carried by roll call vote.

AYES: Trustees Mayer, Essenburg, Locacius and Sandryzk  
NAYS: None  
ABSENT: Trustee Adeszko

**NEW BUSINESS:** *Review/Approve – Funding Policy Statement/Actuarial Assumption Document/Actuarial Valuation Transition/Tax Levy Request:* The Board reviewed the finalized Actuarial Valuation, Funding Policy Statement, and Actuarial Assumption Document. The recommended contribution amount is \$758,000 and the statutory minimum contribution requirement is \$535,020. A motion was made by Trustee Locacius and seconded by Trustee Mayer to accept the Actuarial Valuation, Funding Policy Statement, and Actuarial Assumption Document as prepared and to request a tax levy in

the amount of \$758,000 from the District Board of Trustees based on the recommendation of L&A.  
Motion carried by roll call vote.

AYES: Trustees Mayer, Essenburg, Locacius and Sandrzyk  
NAYS: None  
ABSENT: Trustee Adeszko

*Review/Adopt – Municipal Compliance Report:* The Board reviewed the Municipal Compliance Report prepared by L&A. A motion was made by Trustee Locacius and seconded by Trustee Essenburg to adopt the MCR as prepared and to authorize signatures by the Board President and Secretary. Motion carried by roll call vote.

AYES: Trustees Mayer, Essenburg, Locacius and Sandrzyk  
NAYS: None  
ABSENT: Trustee Adeszko

*Discussion/Possible Action – Schwab Account Signers:* Sawyer Falduto distributed copies of the Schwab Account paperwork to update the signers on the account. A motion was made by Trustee Locacius and seconded by Trustee Mayer to execute the updated Schwab Account signatures as requested. Motion carried unanimously by voice vote.

*2018 Board Meeting Dates:* The Board established the 2018 Board meeting dates as January 17, April 18, July 18, October 17 at 9:00 a.m. in the Station 1 Conference Room located at 16050 S. Cedar Road, Lockport, Illinois. A motion was made by Trustee Mayer and seconded by Trustee Essenburg to establish the 2018 Board meeting dates as stated. Motion carried unanimously by voice vote.

**TRUSTEE TRAINING UPDATES:** The Board reviewed the Trustee Training Summary and upcoming training opportunities. Trustees were reminded to submit any certificates of completion to L&A for recordkeeping.

**ATTORNEY'S REPORT:** *Legal Update:* Attorney Goodloe apprised the Board of recent court cases and how they pertain to Article 3 & 4 Pension Funds.

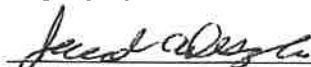
*Discussion/Action – Annual Independent Medical Examinations:* Attorney Goodloe sent a proposal on an independent medical examination policy for the Board's review. The Board discussed sending Gregory Prawdzik for his annual independent medical examination and directed Attorney Goodloe to send Mr. Prawdzik to one of the three original independent medical examination physicians. An update will be provided at the next scheduled meeting.

**CLOSED SESSION, IF NEEDED:** There was no closed session needed at this time.

**ADJOURNMENT:** A motion was made by Trustee Essenburg and seconded by Trustee Mayer to adjourn the meeting at 10:04 a.m. Motion carried unanimously by voice vote.

**The next regular meeting will be held on Wednesday, January 17, 2018 at 9:00 a.m.**

*Respectfully submitted,*

  
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Board Secretary, Jacob Adeszko

*Minutes prepared by Michelle Hawkins, Pension Services Administrator, Lauterbach & Amen*