

**MINUTES OF A REGULAR MEETING OF THE
FRANKLIN PARK FIREFIGHTERS' PENSION FUND BOARD OF TRUSTEES OF
JANUARY 28, 2020**

A regular meeting of the Franklin Park Firefighters' Pension Fund Board of Trustees was held on Tuesday, January 28, 2020 at 9:30 a.m. at Fire Station #2 located at 10001 W. Addison Avenue, Franklin Park, Illinois 60131, pursuant to notice.

CALL TO ORDER: Trustee Tarasiuk called the meeting to order at 9:31 a.m.

ROLL CALL

PRESENT: Trustees Tony Tarasiuk, Ninfa Aguilar, Jack Panzica, Dan Antioho and Kyle Shamie

ABSENT: None

ALSO PRESENT: Attorney Rick Reimer, Reimer & Dobrovolny PC; Paul Marchese, Marquette & Associates; Amanda Secor, Lauterbach & Amen, LLP (L&A); Treasurer Frank Griecashamer, Village of Franklin Park

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *October 22, 2019 Regular Meeting:* The Board reviewed the October 22, 2019 regular meeting minutes. A motion was made by Trustee Shamie and seconded by Trustee Tarasiuk to approve the October 22, 2019 regular meeting minutes as written. Motion carried unanimously by voice vote.

Semi-Annual Review of Closed Session Meeting Minutes: The Board discussed the closed session meeting minutes from May 21, 2019. A motion was made by Trustee Tarasiuk and seconded by Trustee Shamie to maintain confidential the May 21, 2019 closed session meeting minutes, due to pending litigation. Motion carried unanimously by voice vote.

ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report:* The Board reviewed the Monthly Financial Report prepared by Lauterbach & Amen, LLP for the eight-month period ending December 31, 2019. As of December 31, 2019, the net position held in trust for pension benefits is \$31,310,736.84 for a change in position of \$1,268,369.91. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Reports, Member Contributions and Payroll Journal. A motion was made by Trustee Shamie and seconded by Trustee Tarasiuk to accept the Monthly Financial Report as presented. Motion carried unanimously by voice vote.

Presentation and Approval of Bills: The Board reviewed the Vendor Check Report for the period of October 1, 2019 through December 31, 2019, for total disbursements of \$157,000.17. A motion was made by Trustee Tarasiuk and seconded by Trustee Shamie to approve the disbursements shown on the Vendor Check Report in the amount of \$157,000.17. Motion carried by roll call vote.

AYES: Trustees Tarasiuk, Aguilar, Panzica, Shamie and Antioho

NAYS: None

ABSENT: None

Additional Bills, if any: There were no additional bills presented for approval.

INVESTMENT REPORT – MARQUETTE & ASSOCIATES: *Quarterly Investment Report:* Paul Marchese presented the Quarterly Investment Report, market update and executive summary for the period ending December 31, 2019. As of December 31, 2019, the total fund composite is \$31,310,453. The performance, net of fees, of the total fund composite for the quarter is 4.7%. The year to date investment return, net of fees, is 17.4%. The current asset allocation is: Fixed Income at 32.7%, U.S. Equities at 36.5%, Non-U.S. Equities at 19.5%, Real Estate at 10.5% and Cash at 0.8%. All questions were answered by Mr. Marchese.

Potential purchase and/or sale of securities, rebalancing of asset allocations and hiring/termination of investment managers: There were no recommendations at this time.

CS McKee Consent Assignment: Mr. Marchese informed the Board that fixed income manager, CS McKee, was sold to North Square Investments. Attorney Reimer informed the Board that he reviewed the consent assignment and contacted CS McKee's attorney to request a contract with identified sub-advisors. A motion was made by Trustee Tarasiuk and seconded by Trustee Shamie to authorize the successor of CS McKee as the replacement fixed income manager, subject to Attorney Reimer's review and approval of the forthcoming contract. Motion carried unanimously by voice vote.

Marquette & Associates Contract Renewal: The Board reviewed the Marquette & Associates contract renewal.

Review/Update Investment Policy: Mr. Marchese presented an updated investment policy prepared by Marquette & Associates. The Board reviewed and discussed the amended policy, which has been updated to include language regarding sustainability consistent with Public Act 101-0473. A motion was made by Trustee Tarasiuk and seconded by Trustee Panzica to adopt and execute the updated investment policy as presented, to direct L&A to file the investment policy with the Illinois Department of Insurance within 30 days of execution and to direct Trustee Shamie to place an executed copy in the Pension Fund's files. Motion carried by roll call vote.

AYES: Trustees Tarasiuk, Aguilar, Panzica, Shamie and Antioho

NAYS: None

ABSENT: None

COMMUNICATIONS AND REPORTS: *Affidavits of Continued Eligibility:* L&A informed the Board that due to recently implemented requirements mandated by the IDOI, spousal data will be necessary in order to file the IDOI Annual Statement. L&A recommended issuing Affidavits of Continued Eligibility to all pensioners with the April payroll cycle, to coincide with the fiscal year-end and ensure adequate time to compile the necessary data. A motion was made by Trustee Tarasiuk and seconded by Trustee Shamie to authorize L&A to issue Affidavits of Continued Eligibility to all pensioners with the April payroll cycle. Motion carried unanimously by voice vote.

2020 IRS Mileage Rate: The Board noted that the IRS standard business mileage rate used for reimbursement decreased to \$0.575 per mile, effective January 1, 2020.

Statements of Economic Interest: The Board noted that the List of Filers must be submitted to the County by the Village by February 1, 2020. Statements of Economic Interest will be sent to all registered filers, who will need to respond by the deadline of May 1, 2020.

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS: *Deceased Pensioner – Michael Legittino/Approve Surviving Spouse Benefits – Sharon Legittino:* The Board noted that Michael Legittino passed away on January 10, 2020. The Board reviewed the surviving spouse benefit calculation for Sharon Legittino with an effective date of January 11, 2020 for a monthly benefit of \$3,593.41 with no additional increases. A motion was made by Trustee Tarasiuk and seconded by Trustee Shamie to approve the surviving spouse benefit of Sharon Legittino calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Tarasiuk, Aguilar, Panzica, Shamie and Antioho

NAYS: None

ABSENT: None

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND: *Contribution Refund – Michael Turf:* The Board reviewed the contribution refund request submitted by Michael Turf. A motion was made by Trustee Shamie and seconded by Trustee Tarasiuk to approve Michael Turf's contribution refund in the amount of \$2,573.61 paid directly to himself. Motion carried by roll call vote.

AYES: Trustees Tarasiuk, Aguilar, Panzica, Shamie and Antioho

NAYS: None

ABSENT: None

OLD BUSINESS: There was no old business to discuss.

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

Approval of Trustee Training Registration Fees and Reimbursable Expenses: There were no trustee training registration fees or reimbursable expenses presented for approval.

NEW BUSINESS: *Repayments of Breaks in Service – Thomas Thomson and Dominic Rubino:* L&A informed the Board that Thomas Thomson and Dominic Rubino have submitted requests for calculations for breaks in service. L&A will prepare the calculations for the Board's review at the next regular meeting.

Approve Annual Cost of Living Adjustments for Pensioners: The Board reviewed the 2020 Cost of Living Adjustments calculated by L&A (see attached). A motion was made by Trustee Tarasiuk and seconded by Trustee Panzica to approve the 2020 Cost of Living Adjustments as required by statute and calculated by L&A. Motion carried unanimously by voice vote.

Review Trustee Term Expirations and Election Procedures: The Board noted that the active member term currently held by Trustee Shamie is expiring in April 2020. Trustee Shamie expressed his interest to remain on the Board, if nominated. L&A will conduct an election on behalf of the Pension Fund for the active member Trustee position.

ATTORNEY'S REPORT – REIMER & DOBROVOLNY PC: *Legal Updates:* Attorney Reimer reviewed the Reimer & Dobrovolny PC *Legal and Legislative Update* quarterly newsletter and discussed current legislation with the Board.

CLOSED SESSION, IF NEEDED: A motion was made by Trustee Tarasiuk and seconded by Trustee Panzica to enter into closed session at 10:49 a.m. to discuss pending litigation under 5 ILCS 120/2 (c)(11) of the Open Meetings Act. Motion carried by roll call vote.

AYES: Trustees Tarasiuk, Aguilar, Panzica, Shamie and Antioho

NAYS: None

ABSENT: None

A motion was made by Trustee Tarasiuk and seconded by Trustee Shamie to adjourn closed session and re-enter the regular meeting at 11:06 a.m. Motion carried by roll call vote.

AYES: Trustees Tarasiuk, Aguilar, Panzica, Shamie and Antioho

NAYS: None

ABSENT: None

ATTORNEY’S REPORT – REIMER & DOBROVOLNY PC (CONTINUED): *Salaterski V. Franklin Park Firefighters’ Pension Fund Board of Trustees – Status of Administrative Review Case:*

A motion was made by Trustee Panzica and seconded by Trustee Tarasiuk to authorize Attorney Reimer to proceed with litigation pertaining to the administrative review case: *Salaterski V. Franklin Park Firefighters’ Pension Fund Board of Trustees*. Motion carried by roll call vote.

AYES: Trustees Tarasiuk, Aguilar, Panzica, Shamie and Antioho

NAYS: None

ABSENT: None

ADJOURNMENT: A motion was made by Trustee Shamie and seconded by Trustee Tarasiuk to adjourn the meeting at 11:10 a.m. Motion carried unanimously by voice vote.

The next regular Board meeting is scheduled for Tuesday, April 28, 2020 at 9:30 a.m.

Anthony K. Tarsiuk Date approved by Board: April 28, 2020
Board President or Secretary

Minutes prepared by Amanda Secor, Pension Services Administrator, Lauterbach & Amen, LLP