



Agenda
Village of Arlington Heights
Board of Trustees of the Firefighters Pension Fund
Fire Department Station #2 Conference Room
1150 N. Arlington Heights Road, Arlington Heights, IL 60005
May 8, 2017
9:00 AM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. January 9, 2017 Regular Meeting
- B. March 6, 2017 Disability Hearing

IV. PUBLIC COMMENTS

V. CLOSED SESSION

VI. TREASURER'S REPORT

VII. PAYMENT OF BILLS

VIII. REPORTS

- A. Report from Fund Consultant - Marquette Associates

IX. OLD BUSINESS

- A. Execute Decision & Order Document - FF Andrew Kalinowski
- B. Deceased FF Joseph Luprich - Update on overpayment refund
- C. Decision & Order document for FF Kevin McDonagh (approval motion) and review of Pension Calculation

X. NEW BUSINESS

- A. Retired FF Thomas Totzke passed away February 21, 2017- Update on pension benefit and overpayment refund
- B. Applications for Membership (5 New Hires) - FF Alexander Gabrielsen, FF. Aide Barraza, and FF Shane Wagner hired April 3, 2017; and FF Lloyd Wollert and FF Joshua Gabl hired April 12, 2017
- C. Record Retention Guidelines - Disposal of documents
- D. Travel Policy Guidelines - review

- E. Rules & Regulations Document - Review updated changes
- F. Annual Evaluation Retired Firefighters Disabled Under Age 50 -
FF Heidi Arndorfer and FF Gregory O'Rourke
- G. Closed Executive Sessions - Release of minutes
- H. Trustee Election (Retired) - Certify election results
- I. Pension Board Nominations

XI. OTHER BUSINESS

XII.ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact David Robb, Disability Services Coordinator, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, (847)368-5793 (Voice), (847)368-5980 (Fax) or drobb@vah.com.



Item: minutes 1.9.17

Department: fire

January 9, 2017 Regular Meeting

ATTACHMENTS:

Description	Type
Minutes January 9, 2017 Meeting	Minutes

**ARLINGTON HEIGHTS
FIREFIGHTERS' PENSION BOARD**

Minutes of the Regular Meeting held on January 9, 2017

Arlington Heights Fire Department Administrative Headquarters
1150 No. Arlington Heights Road – Arlington Heights IL 60004

Members in Attendance: Doug Ruhnke
 Kenneth Koeppen
 Thomas Kuehne
 Kert Evans
 Mark Aleckson

Others in Attendance: Cary Collins, Pension Board Attorney
 Jim Obog, Village Finance Department
 Doug Oest, Marquette Associates

CALL TO ORDER

Doug Ruhnke called the meeting to order at 9:05 AM. Roll was called with board members Doug Ruhnke, Kenneth Koeppen, Thomas Kuehne, Mark Aleckson and Kert Evans present.

Also present were Cary Collins, Pension Board Attorney; Jim Obog of the Village Finance Department; and Doug Oest representing Marquette Associates.

APPROVAL OF MINUTES

The minutes from the last regular meeting held on November 7, 2016 were reviewed. A motion was made and seconded (T. Kuehne/K. Koeppen) to approve the minutes. All voted in favor, motion carried.

PUBLIC COMMENTS

No public comments were made at this meeting.

TREASURER'S REPORT / DISBURSEMENTS

Tom Kuehne distributed the Financial Report as of December 31, 2016. We are on target for the year. He then referred to the Check Register/Journal Voucher, specifically disbursements from check 548 (journal voucher 547) through check 556 (journal voucher 597). Tom asked for approval of disbursements.

Motion was made and seconded (K. Koeppen/K. Evans) to accept the Treasurer's Report and approve disbursement of checks 548 (JV 547) through check 556 (JV 597).

Roll was called.

Ayes: D. Ruhnke, K. Koeppen, T. Kuehne, K. Evans and M. Aleckson

Nays: None

Ayes - 5; Nays – 0.

Motion carried.

REPORTS – Marquette Associates

Doug Oest from Marquette distributed the performance summary as of December 31, 2016. He reviewed the market in general for 2016, and some outlook trends for 2017.

He next reviewed the pension fund details under Exhibit 1:

Page 2 Total Fund Composite - Breakdown of the pension fund is at \$96.2 million with the asset mix (*in \$ millions*) as follows: Fixed Income \$31.7; U.S. Equity \$40.9; International Equity \$11.2; Real Estate \$12.3; and Cash at \$0.1.

At 9:25 AM, Doug Oest departed from the meeting room.

OLD BUSINESS

• Execute Decision & Order Document – FF Kevin McDonagh

The Decision & Order Document indicates he is entitled a duty-related disability pension of 65% of his salary. However, based on 28.16 years of service, the retirement pension amount due him is actually 70.4%. This change was hand-written in and the board members executed the document.

A pension calculation will be done to determine the amount due him. Jim Obog and Cary Collins will confirm if he's still on workers comp, and whether any additional pension funds are due him (as an offset of what he's receiving from workers comp versus a higher percent he'd receive as pension), including consideration of his family obligations (he has 2 adopted children).

Doug will contact FF McDonagh advising that our attorney will contact his attorney regarding payments. Mary Ellen will determine the pension calculation.

• Application for Disability Benefits Update - FF Andrew Kalinowski

FF Kalinowski was recently seen by his doctors and we are waiting for a final medical evaluation which will be available very soon. Board members agreed to tentatively meet again for a Disability Hearing on Monday, March 6, at 10:00 AM. Doug will contact FF Kalinowski to determine his availability, as well as his attorney (if he has one).

• Pension Benefits (Deferred) Update – FF Robert Cipriani

Doug brought up the question as to whether FF Cipriani could buy back the time from his date of leave in July up to November when he submitted his letter of resignation and the approval of his deferred pension

Chief Koeppen provided some background. Initially FF Cipriani approached Chief Koeppen asking for 30 days of leave (approved as per the contract) after which he requested more leave time. He was

granted leave until November 18, 2016. Prior to that date, on November 3, 2016, he turned in his letter of resignation. He never indicated the request was due to medical leave, thus he cannot buy back any additional time. In his resignation letter, FF Cipriani defers receiving his pension until May 14, 2020, at which time his pension will be calculated.

NEW BUSINESS

- **Refund of Overpayment – Deceased retired FF Joseph Luprich**

Retired FF Joseph Luprich passed away on November 10, 2016. The pension payment was already issued and this resulted in an overpayment for that month. Mary Ellen Juarez sent a letter to family members requesting a reimbursement of \$1,167.41. As of today, she has not received a response and will follow up.

- **IPPFA Membership for 2017**

The Illinois Public Pension Fund Association (IPPFA) has sent us an invoice for 2017 membership dues in the amount of \$795. Discussion followed to determine the value of renewing our membership. IPPFA provides training at a considerable discount, as well as useful newsletters. All agreed it was worthy of renewing membership in the amount of \$795 for year 2017.

Motion was made and seconded (K. Evans/T. Kuehne) to renew our membership to IPPFA and submit payment of their annual dues of \$795 for 2017.

Roll was called.

Ayes: D. Ruhnke, K. Koeppen, T. Kuehne, K. Evans and M. Aleckson

Nays: None

Ayes - 5; Nays – 0.

Motion carried.

- **Refund of Pension Contributions – Jason Dexter**

Application for Separation Refund was submitted by former firefighter Jason Dexter to receive all money he contributed to the pension fund with no interest. Mary Ellen Juarez computed the amount as \$59,177.43.

Motion was made and seconded (M. Aleckson/K. Evans) to approve the Application for Separation Refund and reimburse Jason Dexter.

Roll was called.

Ayes: D. Ruhnke, K. Koeppen, T. Kuehne, K. Evans and M. Aleckson

Nays: None

Ayes - 5; Nays – 0.

Motion carried.

OTHER BUSINESS

No other business was discussed.

ADJOURNMENT

As there was no other business to present before the Board, the motion was made and seconded (T. Kuehne/K. Koeppen) to close the meeting.
All voted in favor. Motion carried.

Meeting adjourned at 10:25 AM.

Upcoming Meetings:

Monday, March 6, at 10:00 AM – Disability Hearing, FF Andrew Kalinowski

Monday, May 8, at 9:00 AM – Next regular pension board meeting

Respectfully submitted,

Laura Potts
Recording Secretary

Kert Evans
Board Secretary



Item: disability hearing

Department: fire

March 6, 2017 Disability Hearing

ATTACHMENTS:

Description

Type

No Attachments Available