



Village of Arlington Heights
Board of Trustees of the Firefighters Pension Fund
Fire Station #2 Conference Room
Arlington Heights Fire Department
Administrative Headquarters
1150 N. Arlington Heights Road
Arlington Heights, IL 60004
January 11, 2016
9:00 AM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Approval of Minutes - November 2, 2015 Meeting

IV. PUBLIC COMMENTS

V. CLOSED SESSION

- A. Continuation of Administrative Hearing - FF Jason Dexter
Disability Application

VI. TREASURER'S REPORT

VII. PAYMENT OF BILLS

VIII. REPORTS

- A. Report from Fund Consultant, Marquette Associates

IX. OLD BUSINESS

- A. Disability Application for FF Gregory O'Rourke - Update

X. NEW BUSINESS

- A. Investment Policy Guidelines (July 2012) - Possible Updating
- B. Trustee Election will begin first week of March 2016 - Trustee Kert Evans term ends April 30, 2016.
- C. Lt. Carl Brandon retired November 30, 2015 - Application for Benefits
- D. Retired Lt. John Jarosz passed away January 2, 2016 - Pension benefits to cease.

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

Department: Fire

ATTACHMENTS:

Description

Minutes 11 2 15

Type

Minutes

**ARLINGTON HEIGHTS
FIREFIGHTERS' PENSION BOARD**

Minutes of the Regular Meeting held on November 2, 2015

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
Melissa Cayer, Public Observer

CALL TO ORDER

Doug Ruhnke called the meeting to order at 9:00 AM. Roll was called with board members Doug Ruhnke, Kenneth Koeppen, Thomas Kuehne, Kert Evans and Mark Aleckson present.

Also present were Cary Collins, Pension Board Attorney, and Melissa Cayer as a public observer.

APPROVAL OF MINUTES

The minutes from the last regular meeting on August 10, 2015 were reviewed.

A motion was made and seconded (K. Koeppen/T. Kuehne) to approve the minutes as noted.

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 September 30, 2015 at 62% of the fiscal year. On the Expenditure side we are doing fine at about 50%, whereas Revenue was not as good primarily due to the stock market. Revenue figures are from a month ago, but it has improved since these numbers were compiled. Hopefully it will continue to look better each month. A very important date is December 31 as that is the end of our fiscal year.

Tom next reviewed the disbursements of check #477 (journal voucher 109) through check #497 (journal voucher 234) and asked for approval.

Motion was made and seconded (K. Evans/K. Koeppen) to approve disbursement of checks 477 (JV 109) through check 497 (JV 234).

Roll was called.

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

Nays: None

Ayes - 5; Nays – 0.

Motion carried.

The final item Tom discussed was the Annual Police and Firefighters Pension Report for the 2015 Levy (2016 Budget), as required and submitted to the Village Board each year. The information is based on the Actuary report, put into this format and is then posted onto the Village website. We are 67% funded, which is good.

Motion was made and seconded (K. Koeppen/M. Aleckson) to approve the Annual Report for the 2015 Levy (2016 Budget).

Roll was called.

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

Nays: None

Ayes - 5; Nays – 0.

Motion carried.

REPORTS

Investment Review – Marquette Associates

Due to additional time needed for the continuation of a disability hearing, it was determined that Brett Christenson of Marquette would not personally attend this meeting, but instead submit the current executive summary report.

Doug Ruhnke distributed the Executive Summary ending September 30, 2015 which shows the investment balance at \$89,671,666. Commentary from Marquette indicated that the third quarter was a difficult quarter for the stock market, but there has been a strong rebound in October. The October performance should show an improved Fiscal YTD.

Page 2 (Exhibit I) presents the Total Fund Composite as \$89.7 million with the asset mix (*in \$ millions*) as follows: Fixed Income \$29.5; U.S. Equity \$38.7; International Equity \$7.7; Global Tactical \$4.3, Real Estate \$6.4; and Cash at \$3.1.

OLD BUSINESS

- IPPFA Membership was renewed for a six month period due to Mark Aleckson pension training (actually less expensive to renew the membership than to pay full price for the course). Tom has taken online courses from them. Everyone agreed there is value to being a member.

Motion was made and seconded (T. Kuehne/K. Evans) to renew membership into IPPFA.

Roll was called.

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

Nays: None

Ayes - 5; Nays – 0.

Motion carried.

- Fiduciary Liability Insurance – Upon receipt from Mesirow, the invoice for \$4,531 has been processed for payment as of 9/30/15. Our policy term is 10/1/15 to 10/1/2016. This is noted just to inform the Board.
- Disabled Firefighters under Age 50 – Wade Gritt
We received the medical evaluation for Wade Gritt and it was determined by Dr. Stamelos that he is still disabled from serving as a firefighter.
- FF Timothy Liebetrau – Acceptance into the Pension Fund
At the last regular Pension Board Meeting it was overlooked to “formally” accept FF Liebetrau into the Fund and thus needs to be done at this time for the record.

Motion was made and seconded (K. Koeppen/K. Evans) to accept Firefighter Timothy Liebetrau into the Firefighters Pension Fund. All voted in favor. Motion carried.

- FF Adam Sielig – Status of Buyback
FF Sielig previously worked with Roselle Fire Department and we received a receipt from them confirming his 1% buyback of \$335.71. This matter is now complete.
- FF Gregory O'Rourke – Disability Claim Status
Attorney Collins has been in touch with Mr. Duda, the attorney representing FF O'Rourke, attempting to set up a hearing date. Thus far no date has been acceptable. Attorney Collins will contact Mr. Duda again with additional dates.
- FF Bryan Smith – Decision & Order
The Pension Board members each signed the Decision & Order document as required confirming acceptance of the disability granted to FF Bryan Smith at our last meeting.

NEW BUSINESS

- Death of Maria Wellhausen (Pension Recipient)
Maria Wellhausen, pension beneficiary, passed away on May 29, 2015 and there was a delay in discontinuing the pension payment for a few months. Mary Ellen Juarez determined the amount involved and the family has now returned the overpayment of \$6,008.86 back into the pension fund.
- Executive Session Minutes
At this time, it was decided not to release any executive session minutes as these are related to disability cases and thus the information is considered confidential.

OTHER BUSINESS

Attorney Collins circulated a document from the Illinois Department of Insurance giving figures for every pension fund. This shows funding levels, rates of return, expenses, and so forth for our pension fund. We have done well with the funding ratio being in the 60's.

He also gave a copy of the letter dated October 15, 2014 from the Internal Revenue Service, addressed to the IL Department of Revenue, as their favorable determination of the Firefighters Pension Fund Structure. This letter is meant for our files.

CONTINUATION OF DISABILITY HEARING

At 9:52 AM, the meeting moved to the Continuation of Disability Hearing on behalf of Firefighter Jason Dexter.

In addition to the Board Members and Attorney Cary Collins, others in attendance were Jason Dexter, his wife, Gretchen Dexter, Attorney Adam Scholl, and Psychologist Sarah Gura. Also present was Melissa Cayer as a public observer whose presence was allowed by Attorney Scholl. Court Reporter, Janice Heinemann, recorded the meeting minutes.

Attorney Collins opened the Disability Hearing by questioning FF Dexter about his background before entering the fire service, as well as his previous fire service experience with Bristol Kendall. In addition there was a great amount of detail discussed related to various incidents with FF Dexter being a paramedic on site. Each Board Member reviewed their questions with FF Dexter related to specific incidents and medical evaluations written by several doctors

After lengthy deliberation, it was decided to recess the Disability Hearing to Monday, November 30, at 9:00 AM. Everyone was in agreement.

At approximately 1:00 PM, a motion was made and seconded (K. Koeppen/K. Evans) recess the Disability Hearing and continue on Monday, November 30, at 9 AM.
All voted in favor. Motion carried.

Respectfully submitted,

Laura Potts
Recording Secretary

Kert Evans
Board Secretary