

**ARLINGTON HEIGHTS
FIREFIGHTERS' PENSION BOARD**

Minutes of the Regular Meeting held on August 18, 2025

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

Members in Attendance: Adam Sielig
Lance Harris
Melissa Gallagher
Peter Ahlman

Member Absent: Kyle Kaczanowski

Others in Attendance: Thomas Radja, Board Attorney (Collins, Radja & Hartwell)

CALL TO ORDER

Adam Sielig called the meeting to order at 9:00 AM. Roll was called with board members Adam Sielig, Lance Harris, Melissa Gallagher and Pete Ahlman present. Absent was board member Kyle Kaczanowski.

APPROVAL OF MINUTES

Minutes of the Regular Pension Board Meeting of May 5, 2025 were reviewed for approval.

A motion was made and seconded (M. Gallagher/L. Harris) to approve the minutes from the Regular Pension Board meeting on August 18, 2025.

All in favor, motion passed.

CLOSED SESSION

None

TREASURER'S REPORT

Melissa Gallagher distributed the Financial Report ending May 31, 2025, as well as the Projected Cash Flow report through year end.

Financial Report

The balance sheet reports just over \$165 million in total net assets, revenue at \$11.5 million and YTD expenditures. YTD through May we are at 42% and on target.

Projected Cash Flow Report

The projected cash flow report is a projection for each month through the end of the 2025 year. There have been no additional transfers made in recent months, thus no significant changes from the last time we met.

Motion was made and seconded (A. Sielig/P. Ahlman) to approve the Treasurer's Report as of May 31, 2025.

Roll was called.

Ayes: A. Sielig, L. Harris, M. Gallagher and P. Ahlman.

Nays – 0
Motion carried.

Annual Police and Firefighters Pension Report to the Village Board

The Police and Firefighters Pension Funds are required to provide a report to the Village Board on the financial condition of each respected fund. This report was prepared by the independent actuarial firm, MWM Consulting Group, and includes the actuarial required contribution for 2025 levy, accounted for next year's budget. Gains and losses are smoothed over a three-year period and we are currently in the third year of smoothing since 2022.

MWM Consulting Group summary page for the Firefighters Pension Fund indicates the annual actuarial requirement for the 2025 tax levy to be \$7,225,272.

Motion was made and seconded (A. Sielig/L. Harris) to approve the 2025 annual tax levy report and recommended tax levy of \$7,225,272 for the 2026 Village Budget.

Roll was called.
Ayes: A. Sielig, L. Harris, M. Gallagher and P. Ahlman.
Nays – 0
Motion carried.

PAYMENT OF BILLS

The current check register indicates two payments made, namely check #779 for Legal Services and check #780 for Medical Exam, totaling \$26,869.90.

Motion was made and seconded (M. Gallagher/P. Ahlman) to approve payments made, totaling \$26,869.90.

Roll was called.
Ayes: A. Sielig, L. Harris, M. Gallagher and P. Ahlman.
Nays – 0
Motion carried.

REPORTS

- **Illinois Firefighters Pension Investment Fund (FPIF)**

Adam Sielig reviewed the May 2025 statement from FPIF, specifically the Arlington Heights pension fund portion. The beginning Net Asset Value (NAV) was \$155,837,500, with a rate of return of 3.64%, and YTD return of 5.08%. The ending NAV balance as of May 2025 was \$161,515,360.

- **Arlington Heights Firefighters Pension Fund - Actuarial Valuation**

This actuarial report was prepared by Foster & Foster to determine the Statutory Minimum Required Contribution for Arlington Heights Pension Fund as of January 1, 2025. Page 5 Summary Report indicates the Statutory Minimum Required Contribution of \$3,748,141 (calculation in accordance with the Illinois Pension Code).

This report indicates the Department of Insurance number at a lower percentage, whereas the Village number is higher. Overall, the feeling is that the report was too general and should be more specific.

OLD BUSINESS

- **Death of FF Phillip Palczynski – Spousal Survivor Benefits Update**

Attorney Tom Radja is in the process of setting up a third review of the medical records. With over 7,500 pages of records, he has been receiving quotes of over \$15,000, thus very expensive. It is difficult to find a reasonable cost for the review based on the size of the file.

An option available is to reach out to INSPE for a more cost-effective review. After some discussion, it was agreed the Attorney Radja will contact INSPE to receive their quote and then forward the information to the Board members. If acceptable by the Board, he can arrange an informal approval by mail and final review at the next meeting. Additionally, it was suggested in our request for a quote from INSPE that we include the term “Not to Exceed” with a figure that seems reasonable.

All members agreed this was the best option so we can move forward.

- **Application for Duty Disability Pension – FF/E Thomas Dobbins**

We are still awaiting a status update. Since our last meeting, he has not returned to work. FF Dobbins has indicated an anticipated work date in September, having a “wait and see” approach if he is at maximum medical improvement. If unable to return to work, then we will proceed with the Duty Disability claim. We will request medical records related to his surgery and also set up three medical evaluation appointments. Also, if he has a pending Workers Compensation date, we can get this information from his attorney. However, if FF Dobbins returns to work, we will contact his attorney as he would no longer qualify for a duty disability pension.

- **Petition to Intervene – Thomas Dobbins v. Village of Arlington Heights**

A Petition to Intervene was filed by the Village attorney, regarding the application made by FF Dobbins for disability pension benefits. FF Dobbins’ attorney (David Figlioli) contacted Attorney Radja by letter, indicating he has discussed the request with FF Dobbins and there is no objection to having the Village involved in his disability claim.

A discussion followed concerning pros and cons with an intervention. Afterwards it was agreed to grant intervention as requested by the Village without any objection.

Motion was made and seconded (L. Harris/P. Ahlman) to grant the Petition to Intervene as requested by the Village.

Roll was called.

Ayes: A. Sielig, L. Harris, M. Gallagher and P. Ahlman.

Nays – 0

Motion carried.

Attorney Radja will notify the Village of the Pension Board’s decision to grant the Petition to Intervene.

NEW BUSINESS

- **Application for Retirement Pension – FF/E John Simon on June 16, 2025**

FF/E John Simon submitted the Application of Retirement Pension as of June 16, 2025. The pension calculation sheet indicates his monthly pension benefit to be \$6,771.90.

Motion was made and seconded (A. Sielig/P. Ahlman) to approve the Application for Retirement Pension of FF/E John Simon, effective June 16, 2025, with a calculated monthly pension benefit of \$6,771.90.

Roll was called.

Ayes: A. Sielig, L. Harris, M. Gallagher and P. Ahlman.

Nays – 0

Motion carried.

- **Application for Retirement Pension – FF/P Catherine Shields as of August 18, 2025**

FF/P Cathy Shields submitted the Application for Retirement Pension as of August 18, 2025. The pension calculation sheet indicates her monthly pension benefit to be \$7,393.17.

Motion was made and seconded (A. Sielig/P. Ahlman) to approve the Application for Retirement Pension of FF/P Cathy Shields, effective August 18, 2025, with a calculated monthly pension benefit of \$7,393.17.

Roll was called.

Ayes: A. Sielig, L. Harris, M. Gallagher and P. Ahlman.

Nays – 0

Motion carried.

- **Applications for Membership for New Hires as of July 21, 2025 – Firefighters Katherine Lacivita, John Lawler, Duke Larkin, Zane McCartney and Matthew Wasilczuk.**

The Board has received applications for membership from five new firefighter hires as of July 21, 2025, namely Katherine Lacivita, John Lawler, Duke Larkin, Zane McCartney and Matthew Wasilczuk.

Motion was made and seconded (A. Sielig/M. Gallagher) to accept the five applications for membership for new hires as of July 21, 2025, namely Firefighters Katherine Lacivita, John Lawler, Duke Larkin, Zane McCartney and Matthew Wasilczuk.

Roll was called.

Ayes: A. Sielig, L. Harris, M. Gallagher and P. Ahlman.

Nays – 0

Motion carried.

- **Death of Retired FF Carl Schulien on August 2, 2025 – Survivor Spousal Benefits**

We received notification from the family of retired FF Carl Schulien, who passed away on August 2, 2025. His spouse, Audrey Schulien, has submitted a copy of the death certificate and completed the Request for Survivors Benefits form.

Motion was made and seconded (A. Sielig/P. Ahlman) to approve the Request for Survivors Benefits for Audrey Schulien effective the day of FF Schulien's death, August 2, 2025. Spousal pension will continue in the amount of \$7,609.69 monthly.

Roll was called.

Ayes: A. Sielig, L. Harris, M. Gallagher and P. Ahlman.

Nays – 0

Motion carried.

- **Military Buy-Back Payment Plan**

The military buy-back payment plan is similar to what is offered by the Police Department, allowing for buy-back of two years credit time with a payment plan of up to five years. According to the Department of Insurance, before 1987 payment was 6.5%, after 1987, payment was increased to 7%. If a new hire requests to buy back military time and then decides to leave before the 5-year payment plan, the money will be refunded. Finance will need to be included in this process.

Attorney Radja will create an Application for Military Buy-Back for distribution to those who are interested. At this time, there are three or four individuals who are considering a military buy-back and two other individuals confirmed they wish to proceed.

No action today is needed today. For now, we will determine intention and establish an application with payment plan. More discussion for the next meeting.

- **Annual Medical Evaluation, Retired Disabled FF Under Age 50 – Daniel Bennett**

Attorney Radja explained that last year we submitted a form to his physician to complete and we will again forward the request for medical evaluation. Once the evaluation is returned from his physician, we will review the results at the next meeting.

- **Alliant Fiduciary Liability Insurance – Policy Renewal**

We received an invoice from Alliant for renewal of our fiduciary insurance in the amount of \$5,451 effective October 1, 2025 for a period of one year.

Motion was made and seconded (A. Sielig/L. Harris) to approve renewal of Alliant invoice for fiduciary liability insurance in the amount of \$5,451, effective October 1, 2025 for a one-year term.

Roll was called.

Ayes: A. Sielig, L. Harris, M. Gallagher and P. Ahlman.

Nays – 0

Motion carried.

OTHER BUSINESS

None.

PUBLIC COMMENTS

None.

ADJOURNMENT

As there was no other business to present before the Board, the meeting was adjourned at 9:40 AM. Motion was made and seconded (A. Sielig/M. Gallagher) to adjourn the Pension Board Meeting. All in favor, motion passed.

NEXT REGULAR MEETING – Scheduled for Monday, November 17, 2025, at 9:00 AM.

Respectfully submitted,

Laura Potts
Recording Secretary

Peter Ahlman
Board Secretary