

**MINUTES OF REGULAR MEETING
CITY OF HIGHLAND
POLICE PENSION BOARD**

**HIGHLAND POLICE DEPARTMENT – IN PERSON MEETING
OCTOBER 21, 2021
8:15 AM**

Meeting Roll Call: Darren Twyford called meeting to order. In attendance by roll call – Bonnie McGinley, Keith Haberer, Chris Flake, Darren Twyford. Absent – Brad Sutton

In Attendance: Bryan Gorman (CNB Bank), Darren Wright (CNB Bank), Dennis Orsey (Attorney)

Meeting Called to Order: 8:15 a.m.

Approve the minutes of July 15, 2021: Roll Call vote in favor of approving minutes – Bonnie McGinley, Keith Haberer, Chris Flake, and Darren Twyford. Brad Sutton Absent

Allow the people from the public to address the board: No Comments made by public and Chris Flake did not receive any emails from the public.

Review of fund assets as of October 1, 2021

- Darren Wright stated that cash was \$793,044 but cash now is \$584,001
- Current quarter is \$14,876,059.92. A gain of \$90,878.12, which is not purely performance.
- We were down about a half of a percent for the quarter. Equities were down 1 percent for the quarter. Real estate was up for the quarter.
- We are dealing with inflation right now, labor shortage, supply chain issues. Feds stated that it was temporary but it is sticking around a lot longer than expected.
- The majority of bonds are 70% in the 1-10 year range. They do not believe anything is due soon.
- No questions on the activity in the account.
- Bryan Gorman stated that we have \$584,001. Bryan Gorman suggested that we take it down to \$250,000 and let it accumulate after that. Bonnie McGinley made a suggestion to put as much in there as possible to make gains. Darren Twyford stated that he likes the seasonal strength and where the market is at. Darren Twyford made a motion to move \$400,000. Bonnie McGinley seconded. Roll call vote in favor of approving to move \$400,000 – Bonnie McGinley, Keith Haberer, Chris Flake, Darren Twyford. Brad Sutton Absent.

Presentation by Dennis Orsey

- Orsey provided documentation to board members in regards to his background. Paperwork will be included in pension files.
- Orsey practices out of Granite City and is involved in Police and Fire Pensions. Orsey is an attorney for IPPFA. He represents 56 pensions boards throughout the State of Illinois. Orsey gets hired for various reasons; disability cases, audits, change in board members, etc. Orsey looks over minutes from previous meetings and makes suggestions to pension boards.
- Orsey provided a copy of the contract. \$250.00 an hour. There is a quarterly retainer (\$1,800.00). A copy of the contract will be included in the pension files.
- Orsey sets up contract to renew after 1 year.
- Orsey states there are new laws changing constantly and he updates pension boards on new laws.
- Orsey anticipates 8 hours per quarter. If we spend more than 8 hours quarterly, the pension board will get an itemized receipt of what he did for additional billing.

Discuss hiring an attorney for police pension board – Dennis Orsey

- Twyford would like to make a motion to hire/approve contract for Orsey to pension board. Roll call vote in favor of hiring Orsey as an attorney for the police pension board – Bonnie McGinley, Keith Haberer, Chris Flake, Darren Twyford. Brad Sutton -absent
- Darren Twyford signed the contract along with Orsey.

Review disability application

- Application for Aric Steinbeck who is a Sergeant with the Highland Police Department, Tier 1. The application will be included into the pension files.
- Not a typical injury. Injury is due to reaction to COVID- 19 vaccination. A detailed list of injury is included in the application.
- Darren Twyford read the application and emails to the board members that were included into the disability application.
- Aric Steinbeck is currently on light duty.
- Dennis Orsey stated that there should not be any informal conversations with Aric Steinbeck and board members in reference to disability.
- Dennis Orsey stated that protocol will start by providing him with the disability application. A file will be opened and Orsey will send letters and medical release forms to Aric Steinbeck and his attorney. Do not discuss disability application or pre judge the case.
- After gathering the medical records, we can refer him to 3 doctors for an independent medical exam.
- Disability would start when he stops working for the City. Currently Steinbeck is obtaining service credit and getting paid by the City of Highland.
- Chris Flake provided Dennis Orsey with disability application.

Discuss sustainable investing act

- Kelly Korte sent email in reference to sustainable investing act.
- Dennis Orsey stated that he will provide language for sustainable investing act to amend our investment police.

Review annual financial statement

- Kelly Korte provided us with financial annual statement. Kelly Korte was going to submit report. Darren Twyford noticed two names from widows that were not listed on paperwork.

Discuss and approve annual statement and interrogatories prior to filing with Department of Insurance

- Pension board designated Chris Flake and Darren Twyford to look over DOI and interrogatory report before submitting to DOI no later than October 30, 2021.

Actuarial report review and tax levy demand to municipality

- We do not have this report yet.
- Dennis Orsey states that we put this on January agenda to have a discussion.
- We will send the demand letter in December to the city council.
- Once we get actuarial report from Nick Miggos, we will send demand letter to city council.

Review/update Brenna Bell marriage status

- Brenna Bell was recently married.
- Brenna Bell is a surviving spouse.
- We need to send out annual forms with updates.

Education/training update; members that have completed the mandatory training for this year need to provide Brad with their certificates of completion so he can get them to Kelly Korte

- Chris Flake completed 16 hours of new member training.
- Brad Sutton is in process of completing 16 hours of new member training.
- Darren Twyford completed 4 hours transition training.
- Keith Haberer submitted the Illinois attorney general form.
- Dennis Orsey recommends to get 8 hours of training. Orsey can put together a 4 hour training packet which will include a training certificate. \$125.00 per packet.
- Bonnie McGinley mad a motion to approve authorized training packet for certified training. Roll call vote in favor - Bonnie McGinley, Keith Haberer, Chris Flake, Darren Twyford. Brad Sutton – Absent

Reimburse members for training

- Darren Twyford needs reimbursed \$125.00
- Chris Flake needs reimbursed \$550.00
- Brad Sutton needs reimbursed \$550.00
- Training packet reimburse \$125.00 x 3
- Chris Flake made a motion for police pension to reimburse money for training. Roll call in favor of reimbursing members – Bonnie McGinley, Keith Haberer, Chris Flake, Darren Twyford. Brad Sutton – Absent

Review and approve DOI report and interrogatories

- Already discussed in 7 and 13

Approve 2022 pension payments / shortage of payment for Carl Schlarmann

- Darren Twyford reviewed the pension payments. Darren Twyford made a motion to approve pension payments. Roll call vote in favor of approving 2022 pension payments – Bonnie McGinley, Keith Haberer, Chris Flake, Darren Twyford. Brad Sutton – Absent
- Chris Flake made a motion to approve shortage of pay to Carl Schlarmann. Roll call vote in favor of paying shortage to Carl Schlarmann – Bonnie McGinley, Keith Haberer, Chris Flake, Darren Twyford. Brad Sutton – Absent

Discuss providing Tony Brooks of the Greenville PD pension board with a copy of our investment policy

- Dennis Orsey stated that he represents Greenville PD. He stated that they have to revise the investment policy for Greenville.
- Dennis Orsey stated that once he gets our investment policy, we will be in the process of revising our investment policy.
- We can provide our investment policy after we revise ours.

Set 2022 meeting dates

- January 21, 2022 at 8:15am
- April 1, 2022 at 8:15am
- July 15, 2022 at 8:15am
- October 7, 2022 at 8:15am
- Darren Twyford made a motion to approve these meeting dates and times and put it in the Pioneer Newspaper. Roll call vote in favor 2022 dates – Bonnie McGinley, Keith Haberer, Chris Flake, Darren Twyford. Brad Sutton – Absent

Adjournment

- Motion to adjourn by Bonnie McGinley. Roll call vote in favor – Bonnie McGinley, Keith Haberer, Chris Flake, Darren Twyford. Brad Sutton – Absent