

APPROVED MINUTES

VILLAGE OF NORTHFIELD BOARD OF TRUSTEES OF THE POLICE PENSION FUND

January 20, 2022

Minutes of the Board of Trustees of the Police Pension Fund meeting held on Thursday, January 20, 2022 in the Village of Northfield Multi-Purpose Room, 2nd floor, 361 Happ Road, Northfield, Illinois.

ROLL CALL

President Kenneth Smith called the meeting to order at 5:05 p.m. Roll call was as follows:

Trustees Present:

Kenneth Smith
William Lustig
Gordon Scott
Don Whiteman
Tom Hanus

Non-Trustees Present

Steve Noble, Village Finance Director
Bruce Ebel Weller, Great Lakes Advisors
Charles Orth, Village Trustee
Carolyn Clifford, Ottosen-DiNolfo

Mr. Smith noted there was a quorum present.

PUBLIC COMMENT

Charlie Orth advised the Board of the passing of Tom Terrill, who frequently attended the Police Pension Board Meetings, and was also a former Village Trustee.

APPROVAL OF MINUTES

The next item was to approve the pension meeting minutes of October 21, 2021. Mr. Whiteman made a motion to accept the minutes, seconded by Mr. Hanus, and upon a voice vote, motion passed.

For the six month review of closed meeting minutes, the Board noted that is has no closed minutes.

REVIEW OF INVESTMENT REPORT-GREAT LAKES ADVISORS (GLA)

Mr. Ebel presented the Board with the December 31, 2021 investment report and said the market had a very robust year. The stock market and the U.S. economy continues to be very strong. Mr. Ebel stated for the record that Great Lakes Advisors is in compliance with the statutory restrictions on the account of the Northfield Police Pension Fund, and recognizes its April 30th fiscal year, and also recognizes the Fund's 6.75% actuarial return assumption.

Mr. Ebel noted that the number one performing asset class was real estate. Then he discussed the quarterly results. The value of the pension fund ending December 31, 2021 was \$24,699,873.00. The asset allocation for the end of the 4th quarter was:

Equity: 54.9%, Fixed Income: 37.7% and Cash: 7.4%.

The Board discussed with Mr. Ebel the transfer of assets to the Police Officers Pension Investment Fund. Mr. Ebel will be kept apprised of the transfer, which is tentatively scheduled for March 1, 2022. A formal letter of request will be going out overnight. The Board thanked Mr. Ebel for all the great work Great Lakes has done as investment advisor for the fund since they began in 2012.

Mr. Whiteman made a motion to accept the Great Lakes Advisors report as presented, seconded by Mr. Scott. Upon a roll call vote, motion passed:

AYES: Smith, Lustig, Hanus, Whiteman and Scott
NAYS: None
ABSENT: None

TREASURER'S REPORT

Mr. Noble presented the Board with the Monthly Financial Report prepared by Lauterbach and Amen dated December 31, 2021. He reviewed the report with the Board and answered questions.

APPROVAL OF BILLS

Included in the report from L&A are all the bills paid from October 31, 2021 through December 31, 2021. The total payments for the three-month period was \$79,029.43. The Board then reviewed the disbursements.

Mr. Scott made a motion to accept the Treasurer's report and approve the payment of the bills for the quarter, seconded by Mr. Whiteman and upon roll call vote, motion passed.

AYES: Smith, Lustig, Hanus, Whiteman and Scott
NAYS: None
ABSENT: None

APPROVAL OF PENSION INCREASES 2022

Lauterbach and Amen prepared a list of current pensioners and the type of pension they receive, as well as the current and new benefit amount they will receive in 2022. Mr. Hanus made a motion to approve the annual benefit increases for pensioners, seconded by Mr. Whiteman and a upon a roll call vote, motion passed.

AYES: Smith, Lustig, Hanus, Whiteman and Scott
NAYS: None
ABSENT: None

REVIEW/APPROVE REVISED MUNICIPAL COMPLIANCE REPORT, WITH DOI ACTUARIAL DATA

This item was tabled until the Board's April meeting when Mr. Noble will provided an updated MCR with the DOI actuarial information.

CONFIRMATION OF VILLAGE TAX LEVY FOR THE FUND

Mr. Noble discussed the tax levy amount for the fund from the Village. Mr. Noble said that the Village contribution will be the amount calculated by Lauterbach's actuary as the recommended amount of \$1,450,630.00.

ILLINOIS POLICE OFFICERS' PENSION INVESTMENT FUND (IPOPIF)

Ms. Clifford advised the Board that on December 20, 2021 the IPOPIF sent out another directive to all police funds, notifying them of their asset transfer dates. IPOPIF has requested two things: first, they want the Board to adopt a resolution appointing authorized agents (which we will do tonight) and secondly, to send a letter of transfer of assets to our custodian and Investment Advisor, putting them on notice that as of March 1, 2022 ours will be transferred to the consolidated board, and asking for their cooperation.

The Board reviewed Resolution 2022-1, appointing Mr. Smith and Mr. Lustig as the authorized agents. Mr. Whiteman made a motion to approve Resolutions 2022-1 accepting the appointments, seconded by Mr. Hanus, and upon a roll call vote, motion passed.

- AYES: Smith, Lustig, Hanus, Whiteman and Scott
- NAYS: None
- ABSENT: None

The second item, the letter to our investment advisor, Great Lakes, notifying them of the upcoming transfer of assets of the Northfield Police Pension Fund to the Police Officers' Pension Investment Fund on March 1, 2022. Mr. Hanus made a motion to approve the asset transfer letter to Great Lakes, seconded by Mr. Scott and on a roll call vote motion passed.

- AYES: Smith, Lustig, Hanus, Whiteman and Scott
- NAYS: None
- ABSENT: None

Ms. Clifford gave the board some further information regarding items they will need to be aware of once the consolidation begins included cash flow projections, cash retention and identification of local accounts. Mr. Noble will verify collateralization of the accounts at BMO and Northview Bank. Ms. Clifford also gave an update on the pending Arlington Heights PPF vs. Pritzker case.

APPLICATION FOR MEMBERSHIP/WITHDRAWAL/RETIREMENT

The Board reviewed the application for membership for Rafael Robledo. Mr. Hanus made a motion to approve the application for membership, seconded by Mr. Whiteman, and upon a roll call vote, motion passed.

- AYES: Smith, Lustig, Hanus, Whiteman and Scott
- NAYS: None
- ABSENT: None

The Board then considered the application for retirement benefits for Corporal Chad Jones. There is also a QUILDRO involved. Mr. Hanus made a motion to approve the application for retirement benefits for Cpl. Jones, and the QUILDRO with America Jones, seconded by Mr. Scott, and upon a roll call vote, motion passed.

- AYES: Smith, Lustig, Hanus, Whiteman and Scott
- NAYS: None

ABSENT: None

Ms. Clifford gave an overview of how the QUILDRO works and the various calculations involved. We are still waiting for Ms. Jones to submit the calculation order to us, signed by a judge and certified before we can implement her payments.

OLD BUSINESS

The annual IME reports for Officer Hoffman was requested on January 3, 2022. Officer Hoffman will sign an authorization for release of her medical records, which we then submit to her physician. (this authorization was received on the afternoon of January 20,2022).

The Board chose the dates for the remaining pension meetings. They are as follows:

- Wednesday, April 20, 2022 at 3:30 p.m.**
- Wednesday, August 17, 2022 at 3:30 p.m.**
- Wednesday October 19, 2022 at 3:30 p.m.**

Mr. Whiteman made a motion to approve the dates for the meeting, seconded by Mr. Scott, and on a voice vote, motion passed.

NEW BUSINESS

The Trustees will submit their Statement of Economic Interest as soon as the e-mails are sent by the county. These statements are due by May 1, 2022.

Ms. Clifford presented her new engagement letter and retainer for 2022/2023. The monthly retainer will be \$490.00 per month, which comes to \$5880.00 for the year. Mr. Noble asked what services are NOT included in the retainer. Ms. Clifford said that updates to board rules or forms, any type of disability hearing/work, form letters that need to be put together for resolutions are billed separately. Mr. Scott made a motion to approve the engagement letter for 2022 and 2023,, seconded by Mr. Whiteman and on a roll call vote, motion passed.

- AYES: Smith, Lustig, Hanus, Whiteman and Scott
- NAYS: None
- ABSENT: None

Ms. Clifford reviewed with the Board the way the training cycle is now being done. All Board members are now on a **calendar** year training cycle, plus the 6 month grace period. When you complete your training information, send it to Mr. Hanus, as he keeps an Excel spread sheet for all members.

TRAINING

Ms. Clifford discussed state and national pension issues, including cybersecurity which is becoming an important issue.

ADJOURNMENT

With no further business to discuss, Mr. Whiteman made a motion to adjourn at 7:05 p.m., seconded by Mr. Scott, and upon a voice vote, motion passed.

Respectfully submitted,

Donald Whiteman, Secretary

Minutes prepared by Maureen French, Administrative Assistant. Minutes approved the Board of Trustees at its meeting on _____2022.