



WESTCHESTER POLICE PENSION FUND

10300 Roosevelt Road, Westchester, Illinois | 708-345-0060

Keith Suchy
President

Bruce Lill
Vice President

Jeff Battaglia
Secretary

Andrew Hyland
Asst. Secretary

Bruce Horek
Trustee

MINUTES OF A REGULAR MEETING OF THE WESTCHESTER POLICE PENSION FUND BOARD OF TRUSTEES JULY 20, 2021

A regular meeting of the Westchester Police Pension Fund Board of Trustees was held on Tuesday, July 20, 2021 at 6:00 p.m. at the Westchester Police Department, located at 10300 West Roosevelt Road, Westchester, Illinois 60154, pursuant to notice.

CALL TO ORDER: Trustee Suchy called the meeting to order at 6:05 p.m.

PLEDGE OF ALLEGIANCE: The Board stood and recited the Pledge of Allegiance.

ROLL CALL:

PRESENT: Trustees Keith Suchy, Jeff Battaglia, Andrew Hyland, Bruce Horek (*arrived at 6:55 p.m.*) and Bruce Lill

ABSENT: None

ALSO PRESENT: Attorney John Gaw, Reimer Dobrovlny & LaBardi PC; Tom McShane, Graystone Consulting; Treasurer Barb Brandt, Village of Westchester; Kevin Cavanaugh, Maddie Hayes and Sam Meyer, Lauterbach & Amen, LLP (L&A)

The Board observed a moment of silence to honor the men and women of law enforcement that have passed in 2021.

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *April 20, 2021 Regular Meeting:* The Board reviewed the April 20, 2021 regular meeting minutes. A motion was made by Trustee Battaglia and seconded by Trustee Lill to approve the April 20, 2021, regular meeting minutes as written. Motion carried unanimously by voice vote.

Semi-Annual Review of Closed Session Meeting Minutes: There were no closed session meeting minutes for review.

TREASURER'S REPORT – BARB BRANDT: *Village Financial Report:* Mrs. Brandt reviewed the Village of Westchester Financial Report for the period of March 31, 2021 through June 30, 2021. As of June 30, 2021, the balance in the BMO Harris Bank Money Market Account is \$18,363.32. As of June 30, 2021, the balance in the NOW Account is \$2,983.68. A motion was made by Trustee Hyland and seconded by Trustee Lill to accept the Village Financial Report as presented. Motion carried by roll call vote.

AYES: Trustees Suchy, Battaglia, Lill and Hyland

NAYS: None

ABSENT: Trustee Horek

Review/Approve Disbursement Log: The Board reviewed the Village of Westchester Disbursement Log for the period March 31, 2021 through June 30, 2021, showing total disbursements in the amount of \$35,934.79. A motion was made by Trustee Hyland and seconded by Trustee Battaglia to approve the Disbursement Log in the amount of \$35,934.79 as presented. Motion carried by roll call vote.

AYES: Trustees Suchy, Battaglia, Lill and Hyland

NAYS: None

ABSENT: Trustee Horek

Ms. Brandt informed the Board that there was a payroll issue resulting in some overpayments and underpayments of contributions into the Pension Fund. Further discussion will be held at the next regular meeting.

ACCOUNTANT’S REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report and Presentation and Approval of Bills:* The Board reviewed the Monthly Financial Report for the one-month period ending May 31, 2021 prepared by L&A. As of May 31, 2021, the net position held in trust for pension benefits is \$32,947,167.36 for a change in position of \$200,034.28. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report, Payroll Journal and the Vendor Check Report for the period March 1, 2021 through May 31, 2021 for total disbursements of \$131,194.18. A motion was made by Trustee Battaglia and seconded by Trustee Hyland to accept the Monthly Financial Report as presented and to approve the disbursements shown on the Vendor Check Report in the amount of \$131,194.18. Motion carried by roll call vote.

AYES: Trustees Suchy, Battaglia, Lill and Hyland

NAYS: None

ABSENT: Trustee Horek

Additional Bills, if any: There were no additional bills presented for approval.

INVESTMENT REPORT – GRAYSTONE CONSULTING: *Quarterly Investment Report:* Mr. McShane presented the Quarterly Performance Report for the period ending June 30, 2021. As of June 30, 2021, the quarter-to-date net return is 5%, the year-to-date net return is 8.06% and the ending market value is \$32,883,617.24. The current asset allocation is as follows: fixed income at 33.65% equities at 66.34%, and cash management at 0.01%. Mr. McShane reviewed the recent transactions and discussed cash flow needs for the upcoming quarter.

Purchase/Sale of Investment Securities, Hiring or Termination of Investment Managers, and/or Rebalancing of Assets, if needed: The Board discussed rebalancing the investment portfolio. A motion was made by Trustee Lill and seconded by Trustee Battaglia to transfer \$650,000 from the Vanguard SP500 index fund to the BMO Harris account for the purposes of remitting pension benefits and expenses. Motion carried by roll call vote.

AYES: Trustees Suchy, Battaglia, Lill and Hyland

NAYS: None

ABSENT: Trustee Horek

Review/Update Investment Policy: The Board discussed the Investment Policy and determined that no changes are required at this time.

A motion was made by Trustee Hyland and seconded by Trustee Battaglia to accept the Quarterly Performance Report as presented. Motion carried unanimously voice vote.

COMMUNICATIONS AND REPORTS: *Affidavits of Continued Eligibility:* The Board noted that all 2021 Affidavits of Continued Eligibility have been received by L&A. The originals were provided to the Board for their recordkeeping.

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND: *Application for Membership – Christopher Stock:* The Board reviewed the Application for Membership submitted by Christopher Stock. A motion was made by Trustee Battaglia and seconded by Trustee Hyland to accept Christopher Stock into the Westchester Police Pension Fund effective June 1, 2021, as a Tier II participant. Motion carried unanimously by voice vote

Contribution Refund – Richard Kirk: The Board reviewed the contribution refund request submitted by Richard Kirk. A motion was made by Trustee Lill and seconded by Trustee Hyland to approve Richard Kirk’s contribution refund in the amount of \$123,096.48 paid directly to himself issued on June 17, 2021. Motion carried by roll call vote.

AYES: Trustees Suchy, Battaglia, Lill and Hyland
NAYS: None
ABSENT: Trustee Horek

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS: *Review/Approve Regular Retirement Benefit – James Michael O’Hagen:* The Board reviewed the regular retirement benefit calculation for James O’Hagen prepared by L&A. Deputy Chief O’Hagen had an entry date of September 7, 1990, retirement date of June 30, 2021, effective date of pension of July 1, 2021, 54 years of age at date of retirement, 30 years of creditable service, applicable salary of \$132,266.59, applicable pension percentage of 75%, amount of originally granted monthly pension of \$8,266.66 and amount of originally granted annual pension of \$99,199.92. A motion was made by Trustee Hyland and seconded by Trustee Lill to approve James Michael O’Hagen’s regular retirement benefit calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Suchy, Battaglia, Lill and Hyland
NAYS: None
ABSENT: Trustee Horek

TRUSTEE TRAINING UPDATES: The Board discussed upcoming training opportunities and Trustees were reminded to submit any certificates of completion to L&A for recordkeeping.

Approval of Trustee Training Fees and Reimbursable Expenses: There were no trustee training registration fees or reimbursable expenses presented for approval.

Trustee Horek arrived at 5:55 p.m.

OLD BUSINESS: *Discussion/Possible Action – HELPS Program:* The Board reviewed the HELPS program for beneficiaries offered through L&A. A motion was made by Trustee Battaglia and seconded by Trustee Lill to authorize L&A to enroll the Westchester Police’ Pension Fund into the HELPS program. Motion carried unanimously by voice vote.

NEW BUSINESS: *Review Preliminary Actuarial Valuation:* The Board reviewed the preliminary Actuarial Valuation prepared by L&A. The final report will be reviewed by the Board at the next regular meeting.

OLD BUSINESS (CONTINUED): *Discussion/Possible Action on Authorization to Request Comptroller Intercept of Funds Pursuant to Section 3-125 of the Pension Code:* The Board discussed the Westchester Police Pension Fund’s underfunding and noted they will be reaching out to a Village representative on the issue. Further discussion will be held at the next regular meeting.

NEW BUSINESS CONTINUED): *IDOI Annual Statement:* The Board noted that the IDOI Annual Statement is in process and the final report will be sent to the Board for review upon completion.

Board Officer Elections – President, Vice President, Secretary & Assistant Secretary: The Board discussed Board Officer Elections and nominated the following slate of Officers: Trustee Suchy as President; Trustee Lill as Vice President; Trustee Battaglia as Secretary; and Trustee Hyland as Assistant Secretary. A motion was made by Trustee Horek and seconded by Trustee Battaglia to elect the slate of Officers as stated. Motion carried unanimously by voice vote.

FOIA Officer & OMA Designee: This item was tabled until the next regular meeting.

Review/Approve – Resolution to Appoint Authorized Agents in accordance with IPOPIF: This item was tabled until the next regular meeting.

Review/Approve – IPOPIF Vendor Authorization Form: This item was tabled until the next regular meeting.

ATTORNEY’S REPORT – REIMER DOBROVOLNY & LABARDI PC: *Review/Approve – Written Decision and Order Vincent LaManna:* The Board reviewed the Written Decision and Order prepared by RDL. A motion was made by Trustee Horek and seconded by Trustee Lill to approve, adopt and publish the Written Decision and Order for Vincent LaManna. Motion carried by roll call vote.

AYES: Trustees Suchy, Battaglia, Lill, Horek and Hyland

NAYS: None

ABSENT: None

Legal Updates: The Board reviewed the *Legal and Legislative Update* quarterly newsletter. Attorney Gaw discussed recent court cases and decisions, as well as general pension matters with the Board.

CLOSED SESSION, IF NEEDED: There was no need for closed session.

ADJOURNMENT: A motion was made by Trustee Lill and seconded by Trustee Battaglia to adjourn the meeting at 7:38 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for October 19, 2021 at 6:00 p.m.

Board President or Secretary

Approved by the Board of Trustees on _____

Minutes prepared by Sam Meyer, Pension Services Administrator, Lauterbach & Amen, LLP