



MANHATTAN FPD FIREFIGHTERS' PENSION FUND

100 Park Road, Manhattan, Illinois

David Kolosh
President

Steve Malone
Secretary

Justin Kozar
Trustee

Larry Goodwin
Trustee

Eric Murphy
Trustee

MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES FEBRUARY 15, 2023

A regular meeting of the Manhattan FPD Firefighters' Pension Fund Board of Trustees was held on Wednesday, February 15, 2023 at 9:00 a.m. in Station 81 located at 100 Park Road, Manhattan, Illinois 60442, pursuant to notice.

CALL TO ORDER: Trustee Kolosh called the meeting to order at 9:15 a.m.

ROLL CALL:

PRESENT: Trustees David Kolosh, Steve Malone and Justin Kozar

ABSENT: Trustees Eric Murphy and Larry Goodwin

ALSO PRESENT: Attorney Nemura Pencyla, Reimer Dobrovlny & LaBardi PC; Attorney John Motylinski, Ottosen DiNolfo; Dave Harrington, Sawyer Falduto Asset Management, LLC; Greg Kiesewetter, Cook Castle Associates, LLC; Keri Spencer, Lauterbach & Amen, LLP (L&A); Battalion Chief Bruce Boyle, Manhattan Fire Protection District

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *November 16, 2022 Regular Meeting:* The Board reviewed the November 16, 2022 regular meeting minutes. A motion was made by Trustee Malone and seconded by Trustee Kozar to approve the November 16, 2022 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.

ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report and Presentation and Approval of Bills:* The Board reviewed the Monthly Financial Report for the eight-month period ending December 31, 2022 prepared by L&A. As of December 31, 2022, the net position held in trust for pension benefits is \$4,847,203.64 for a change in position of \$1,410,343.21. 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 October 1, 2022 through December 31, 2022 for total disbursements of \$54,410.15. A motion was made by Trustee Kozar and seconded by Trustee Malone to accept the Monthly Financial Report as presented and to approve the disbursements shown on the Vendor Check Report in the amount of \$54,410.15. Motion carried by roll call vote.

AYES: Trustees Kolosh, Malone and Kozar

NAYS: None

ABSENT: Trustees Murphy and Goodwin

Additional Bills, if any: The Board reviewed the following additional bills for approval:

- Ottosen Dinolfo Hasenbalg & Castaldo, Ltd invoice #151739 in the amount of \$585.00 for legal services rendered
- Ottosen Dinolfo Hasenbalg & Castaldo, Ltd invoice #150710 in the amount of \$405.00 for legal services rendered
- Ottosen Dinolfo Hasenbalg & Castaldo, Ltd invoice #149787 in the amount of \$157.50 for legal services rendered
- Jodi K. Gill, CPA invoice #7382 in the amount of \$390 for bookkeeping services for October 2022 through December 2022

A motion was made by Trustee Malone and seconded by Trustee Kozar to approve the additional bills as presented. Motion carried by roll call vote.

AYES: Trustees Kolosh, Malone and Kozar

NAYS: None

ABSENT: Trustees Murphy and Goodwin

Discussion/Possible Action – Cash Management Policy: The Board discussed the balance in the BMO Harris account.

OLD BUSINESS: *Review/Approve – Global Cash Movement (GCM) Recurring Withdrawal Instructions:* The Board discussed the Global Cash Movement Recurring Withdrawal Instructions for 2023.

Discussion/Possible Action – Cash Management Policy (Continued): A motion was made by Trustee Malone and seconded by Trustee Kozar to set a target balance at \$10,000 in the BMO Harris Bank account and to transfer cash in excess of \$15,000 after rebalancing back to \$10,000 to Northern Trust for investment purposes and to establish the 2023 monthly recurring deposits at \$10,000 from FPIF to the BMO Harris Bank operating account on a monthly basis, beginning March 14, 2023. Motion carried by roll call vote.

AYES: Trustees Kolosh, Malone and Kozar

NAYS: None

ABSENT: Trustees Murphy and Goodwin

INVESTMENT REPORT: *Sawyer Falduto Asset Management, LLC – Quarterly Report:* Mr. Harrington presented the Investment Performance Report for the period ending December 31, 2022. Post transfer of the Fund's assets to IFPIF, the ending market value held in the Charles Schwab money market account is \$29,712.

FPIF – Marquette Associates: Mr. Harrington reviewed the FPIF Monthly Summary prepared by Marquette Associates for the period ending November 30, 2022. As of November 30, 2022 the one-month total net return is 6.2% and the year-to-date total net return is (13.1%) for an ending market value of \$7,405,066,296. The current asset allocation is as follows: Total Equity at 64.6%, Fixed Income at 29.2%, Real Estate at 4.9% and Cash 1.4%.

FPIF – Statement of Results: Mr. Harrington reviewed the FPIF Statement of Results for the one-month period ending December 31, 2022. The beginning net asset value (NAV) was \$3,770,540.93 and the ending NAV was \$4,809,130.86. The one-month net return was (2.69%). A motion was made by Trustee Kozar and seconded by Trustee Malone to accept the Investment Performance Reports as presented. Motion carried unanimously by voice vote.

COMMUNICATIONS AND REPORTS: *Statements of Economic Interest:* The Board noted that the List of Filers was to be submitted to the County by the Village by February 1, 2023. Statements of Economic Interest will be sent to all registered filers who will need to respond by the deadline of May 1, 2023.

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

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

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND: The Board reviewed the Applications for Membership submitted by Kevin Golden, John Marek, Kadin Phelon, John Slattery, Shaun Stapinski, Jacob Walsh and Troy White. A motion was made by Trustee Malone and seconded by Trustee Kozar to accept Kevin Golden, John Marek, Kadin Phelon, John Slattery, Shaun Stapinski, Jacob Walsh and Troy White into the Manhattan FPD Firefighters' Pension Fund effective January 16, 2023 as Tier II participants. Motion carried unanimously by voice vote.

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS: There were no applications for retirement or disability benefits.

OLD BUSINESS (CONTINUED): *Discussion/Possible Action – Additional FPIF Requests Pertaining to Consolidation:* The Board noted that there were no additional FPIF requests pertaining to consolidation to discuss.

NEW BUSINESS: *Discussion/Possible Action – Fiduciary Liability Insurance Renewal:* The Board reviewed the Fiduciary Liability Insurance renewal provided by Hudson Insurance Company through Cook Castle Associates, LLC. A motion was made by Trustee Malone and seconded by Trustee Kolosh to approve the coverage offering effective March 1, 2023 a million dollar limit, adding the merge plan endorsement naming Peotone Fire Protection District and adding Kim Ingram as an additional insured. Motion carried by roll call vote.

AYES: Trustees Kolosh, Malone and Kozar

NAYS: None

ABSENT: Trustees Murphy and Goodwin

Reciprocity Update – Louis Helis: The Board noted that L&A mailed correspondence to Louis Helis on February 10, 2023 regarding his request to calculate the amount of money due to combine creditable service between the East Joliet FPD Firefighters' Pension Fund and Manhattan FPD Firefighters' Pension Fund under reciprocity. Signed documents were received at the meeting and the calculation is in process. Further discussion will be held at the next regular meeting.

Status Update – Merge of the Peotone Fire Protection District with the Manhattan Fire Protection District: The Board discussed the status of the merge of the Peotone Fire Protection District with the Manhattan Fire Protection District. The Board discussed sending information on the three remaining annuities to Sawyer Falduto Asset Management, LLC to research the possibility of cashing them out. Further discussion will be held at the next regular meeting.

The Board discussed the current pension pay date of the 10th of the month for the Peotone Fire Protection District pensioners and noted that L&A has requested to transition the pay date to the last business day of the month. A motion was made by Trustee Malone and seconded by Trustee Kozar directing L&A to step adjust the pension pay date for 2023 to adjust from the 10th of the month to the end of the month and for L&A to send correspondence regarding the transition schedule to the pensioners. Motion carried by roll call vote.

AYES: Trustees Kolosh, Malone and Kozar

NAYS: None

ABSENT: Trustees Murphy and Goodwin

Status Update – Manhattan Fire Protection District Fiscal Year End Change: The Board discussed the Status of the Manhattan Fire Protection District Fiscal Year End Change. A motion was made by Trustee Kozar and seconded by Trustee Malone to change the fiscal year end of the Manhattan Fire Protection District Firefighters' Pension Fund from April to December to coincide with the District's year end. Motion carried by roll call vote.

AYES: Trustees Kolosh, Malone and Kozar

NAYS: None

ABSENT: Trustees Murphy and Goodwin

Review Trustee Term Expirations and Election Procedures: The Board noted that the retired member term currently held by an active member Trustee Murphy is expiring in April 2023. L&A will conduct an election on behalf of the Pension Fund for the retired member Trustee position. The Board also noted that the appointed member position held by Trustee Malone is expiring in April 2023 and he is interested in remaining on the Board. The Board will contact the District and seek reappointment of Trustee Malone to the Board.

ATTORNEY'S REPORT – REIMER DOBROVOLNY & LABARDI PC: *Legal Updates:* The Board reviewed the *Legal and Legislative Update* quarterly newsletter. Attorney Pencyla discussed recent court cases and decisions, the investment consolidation, 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 Malone and seconded by Trustee Kozar to adjourn the meeting at 10:16 a.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for May 17, 2023 at 9:00 a.m.

Board President or Secretary

Minutes approved by the Board of Trustees on _____

Minutes prepared by Keri Spencer, Pension Services Administrator, Lauterbach & Amen, LLP