

Lake in the Hills Police Department Pension Board
Regular Meeting Minutes
October 11, 2021

The Police Pension Board Meeting was held at the Village of Lake in the Hills Board Room Conference Room, 600 Harvest Gate, Lake in the Hills, Illinois, in the county of McHenry.

Roll Call

The meeting was called to order at 4:00 PM. In attendance were: President Howell, Vice President Helgerson, and Trustee Coduto. Trustee Wolf and Trustee Recchia were absent. Also present was Finance Director Stefan, and Recording Secretary Carson.

Meeting Minutes

The minutes from the July 19, 2021 were presented to the Board for review. Trustee Coduto made a motion to accept the meeting minutes, and Vice President Helgerson seconded the motion. A voice vote was taken with all ayes, and no nays. Motion was passed.

Public Comments

None at this time.

Consultant's Report

Mary Tomanek then provided the Board with the third quarter review. She advised the market was up this past quarter, but bonds were flat due to the economy growth. She said everyone is experiencing inflation as it is being seen easily at the gas pumps.

She continued and advised that interest rates are going up and believes that they will continue to increase. There is still a projection for a flat market return towards the end of the year. Year to date returns for the portfolio are just over +11%, with the quarter just over +3%, with last year at +23.5%, putting the total portfolio at \$43,144,923 as of August 31, 2021.

Mary made no recommendations for the fund but said that the equities were above the 65% allocation, at 69%, but the overage was due to the market growth, but she was required to advise the Board of the overage on the allocation. She continued and stated any new money would require rebalancing.

Vice President Helgerson advised the Board that the consolidation would freeze access portfolio for payouts, and suggested that nine months of cash be kept available for expenses. Finance Director Stefan advised of about \$137,000 per month, and would keep that money available until the consolidation was completed.

Vice President Helgerson made a motion to approve the investment report as presented. Trustee Coduto seconded the motion. There was no further discussion. A roll call voice vote was taken with all ayes and no nays. Motion was passed.

Presentation of the Bills

Finance Director Stefan presented the bills for the pension check register for June, July and August 2021, from the Lauterbach & Amen (L&A) report, totaling \$257,987.61. The vendor check registers for June, July and August 2021 totaled \$80,848.16, for a combined total of \$338,835.77. Finance Director Stefan advised all payments are within the guidelines. Vice President Helgerson made a motion to approve and pay the bills as presented. Trustee Coduto seconded the motion. There was no further discussion. A roll call voice vote was taken with all ayes and no nays. Motion was passed.

Treasurer's Report

Finance Director Stefan presented the financial statements through August 31, 2021 from the Lauterbach & Amen report with the total assets being just over \$44 million. Finance Director Stefan advised of a gain of \$4.7 million through August 31, 2021. Vice President Helgerson made a motion to approve the Treasurer's Report through August 31, 2021. Trustee Coduto seconded the motion. There was no further discussion. A roll call voice vote was taken with all ayes and no nays. Motion was passed.

Old Business

An update for Officer Lewis was given, advising that the Board Attorney had been in contact with her attorney for a new date for a hearing, but had not finalized a date. President Howell advised that he would be in contact with the Board Attorney to advise that this hearing must move forward or the application must be withdrawn.

Vice President Helgerson provided the Board with a consolidation update. He advised there he did not believe any money would be moved before the January meeting, and that we remain in a hold position.

The FY2020 MCR Report was next presented to the Board. Finance Director Stefan advised that the original report presented to the Board has some missing information that was not available at the time of the report. He said the information was now complete and there were no changes. He wanted to provide the Board with the most up to date report. Vice President Helgerson made a motion to accept the updated FY2020 MCR report as presented. Trustee Coduto seconded the motion. There was no further discussion. A voice vote was taken with all ayes and no nays. Motion was passed.

The Board was next presented with an update on the annual medical reviews for Adam Brey, Lee Lathrop and Robert Pierson. The medical reviews were coordinated by the Board Attorney and presented the Board with the correspondence they received from each of the doctors. All three individuals are still deemed disabled. Vice President Helgerson made a motion to approve and continue their disability pensions, per state statute, subject to further medical evaluations for all three individuals. Trustee Coduto seconded the motion. There was no further discussion. A roll call voice vote was taken with all ayes and no nays. Motion was passed. The disability certificate for Michael Domagala was taken under advisement by the Board attorney who advised he was requesting medical records as he was just awarded a disability pension earlier this year.

New Business

Finance Director Stefan presented the Department of Insurance (DOI) Actuarial Report as of January 1, 2021, advising this was information only at this time for the Board.

The new hire of Officer Melodie Svihlik was presented to the Board. She has not yet submitted her application to the pension as she was just sworn in earlier in the day. Her application to the pension will be addressed at the January meeting.

The L&A Professional Services Proposal was next presented to the Board for discussion. Trustee Coduto advised that he located the files that were at the police department, and they were not in order. Vice President Helgerson advised that L&A has a service that would come in and update and maintain every officer's pension file and paperwork, along with maintaining the meeting minutes and agendas, and holding elections of Trustee's to the Board. The fee is a one-time set-up fee of \$1,300.00 plus monthly fees of \$650.00 per month for the first year, \$650.00 per month for the second year, and \$665.00 per month for the third year. Vice President Helgerson made a motion to have L&A provide the Professional Services as outlined in the agenda packet for the three-year period beginning January 1, 2022 in accordance with the proposed fee structure. Trustee Coduto seconded the motion. There was no further discussion. A roll call voice vote was taken with all ayes and no nays. Motion was passed.

The Resolution to appoint authorized representatives to the IPOPIF was next presented by Finance Director Stefan. He advised of the authorized representatives forms that were provided to him which identified President Howell and Finance Director Stefan being signatories for the Board. Vice President Helgerson made a motion

to appoint authorized representatives to the IPOPIF as President Howell and Finance Director Stefan. Trustee Coduto seconded the motion. There was no further discussion. A roll call voice vote was taken with all ayes and no nays. Motion was passed.

The FY2022 Budget was also presented to the Board for review. Vice President Helgerson made a motion to accept the FY2022 Budget proposal as presented. Trustee Coduto seconded the motion. There was no further discussion. A voice vote was taken with all ayes and no nays. Motion was passed.

The Pension meeting dates for 2022 were next presented to the Board for approval. There are: January 17, April 18, July 18, and October 17, 2022.

Training Status

Vice President Helgerson advised he completed his training. President Howell advised he is continuing his IPPFA training virtually.

Correspondence

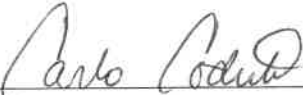
None at this time.

Next Quarterly Meeting

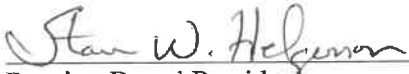
The next meeting is scheduled for January 17, 2022, at 4:00 pm.

Adjournment

There being no further business at this time, at 5:01 pm, Trustee Coduto made a motion for adjournment, and Vice President Helgerson seconded the motion. There was no further discussion. A voice vote was taken with all ayes, and no nays. Motion was passed.



Pension Board Secretary



Pension Board President
vice