

**MINUTES OF A REGULAR MEETING OF THE
LAKE IN THE HILLS POLICE PENSION FUND BOARD OF TRUSTEES
APRIL 18, 2022**

A regular meeting of the Lake in the Hills Police Pension Fund Board of Trustees was held on Monday, April 18, 2022 at 4:00 p.m. in the Lake in the Hills Village Hall Board Room located at 600 Harvest Gate, Lake in the Hills, Illinois 60156, pursuant to notice.

CALL TO ORDER: Trustee Howell called the meeting to order at 4:00 p.m.

ROLL CALL:

PRESENT: Trustees Stan Helgerson, Carlo Coduto, Lawrence Howell, Bryan Wolf and Jay Recchia

ABSENT: None

ALSO PRESENT: Mary Tomanek (*arrived at 4:07 p.m. via teleconference*), Graystone Consulting; Megan Snell and Lora Murphy, Lauterbach & Amen, LLP (L&A); Finance Director Peter Stefan, Village of Lake in the Hills

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *January 17, 2022 Regular Meeting:* The Board reviewed the January 17, 2022 regular meeting minutes. A motion was made by Trustee Helgerson and seconded by Trustee Coduto to approve the January 17, 2022 regular meeting minutes as written. Motion carried unanimously by voice vote.

TREASURER'S REPORT: The Board discussed the IMET account which has a balance of \$1.75. A motion was made by Trustee Helgerson and seconded by Trustee Recchia to authorize Finance Director Stefan to close the IMET account on behalf of the Pension Fund. Motion carried by roll call vote.

AYES: Trustees Helgerson, Coduto, Howell, Wolf and Recchia

NAYS: None

ABSENT: None

ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report and Presentation and Approval of Bills:* The Board reviewed the Monthly Financial Report for the two-month period ending February 28, 2022 prepared by L&A. As of February 28, 2022, the net position held in trust for pension benefits is \$42,261,005.59 for a change in position of (\$3,125,117.85). 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 of December 1, 2021 through February 28, 2022 for total disbursements in the amount of \$82,132.43. A motion was made by Trustee Helgerson and seconded by Trustee Wolf to accept the Monthly Financial Report as presented and to approve the disbursements shown on the Vendor Check Report in the amount \$82,132.43. Motion carried by roll call vote.

AYES: Trustees Helgerson, Coduto, Howell, Wolf and Recchia

NAYS: None

ABSENT: None

Additional Bills, if any – IDOI Compliance Fee: The Board noted that the Illinois Department of Insurance Compliance Fee (IDOI) invoice will be issued. A motion was made by Trustee Helgerson and seconded by Trustee Coduto to approve payment of the IDOI Compliance Fee in an amount not to exceed \$8,000, upon receipt of the invoice. Motion carried by roll call vote.

AYES: Trustees Helgerson, Coduto, Howell, Wolf and Recchia

NAYS: None

ABSENT: None

Ms. Tomanek joined the meeting at 4:07 p.m.

INVESTMENT REPORT GRAYSTONE CONSULTING: *Quarterly Investment Report:* Ms. Tomanek presented the Quarterly Investment Report for the period ending March 31, 2022. As of March 31, 2022, the quarter-to-date net return is (6.04)%, the year-to-date net return is (6.04)% and the ending market value is \$41,364,582. The current asset allocation is as follows: fixed income at 32.8%, equities at 64.3%, and cash management at 2.9%. Ms. Tomanek reviewed the recent transactions and discussed cash flow needs for the upcoming quarter. A motion was made by Trustee Helgerson and seconded by Trustee Coduto to accept the Quarterly Investment Report as presented. Motion carried unanimously by voice vote.

The Board discussed rebalancing the portfolio per Ms. Tomanek's recommendation. A motion was made by Trustee Helgerson and seconded by Trustee Coduto to liquidate 100% of the PIMCO Income Fund, \$500,000 from the Principal – Mid Cap Core Fund, \$750,000 from the American Funds – EuroPacific Fund and 100% from the Invesco European Growth Fund and reallocate the proceeds to the Fund's U.S. Bank Money Market account as discussed. Motion carried by roll call vote.

AYES: Trustees Helgerson, Coduto, Howell, Wolf and Recchia
NAYS: None
ABSENT: None

IPOPIF: It was noted that the Fund has not transferred their assets to IPOPIF, therefore there was no IPOPIF investment report available for review.

Ms. Tomanek left the meeting at 4:26 p.m.

COMMUNICATIONS AND REPORTS: *Statements of Economic Interest:* The Board was reminded that Statements of Economic Interest are due by May 1, 2022.

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 records.

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND: *Applications for Membership – Elizabeth Campos and Melodie Svihlik:* The Board noted that the applications for membership for Elizabeth Campos and Melodie Svihlik will be reviewed at the next regular meeting.

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS: *Approve Regular Retirement Benefits – Joseph Simms, Randy Story and Larry Wright:* The Board noted that Joseph Simms' regular retirement benefit calculation is currently in process and will be reviewed at the next regular meeting.

The Board noted that Randy Story will be retiring in July of 2022. Further discussion will be held at the next regular meeting.

The Board reviewed the regular retirement benefit calculation for Larry Wright prepared by L&A. Officer Wright had an entry date of April 13, 1992, retirement date of May 3, 2022, effective date of pension of May 4, 2022, 58 years of age at date of retirement, 30 years of creditable service as a Tier I officer, applicable salary of \$107,450.20, applicable pension percentage of 75.00%, amount of originally granted monthly pension of \$6,715.64 and amount of originally granted annual pension of \$80,587.68. A motion was made by Trustee Helgerson and seconded by Trustee Wolf to approve Larry Wright's regular retirement benefit calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Helgerson, Coduto, Howell, Wolf and Recchia
NAYS: None
ABSENT: None

Status of Disability Application– Amanda Lewis: The Board noted that Amanda Lewis’ hearing is scheduled for June 13, 2022 at 9:00 a.m. An update will be provided at the next regular meeting.

NEW BUSINESS: *Certify Board Election Results – Active Member Position:* The Board noted that L&A conducted an election on behalf of the Pension Fund for the active member position. Andrew Mannino ran unopposed and was elected for a two-year term expiring May 14, 2024. A motion was made by Trustee Helgerson and seconded by Trustee Recchia to certify the election results as presented. Motion carried unanimously by voice vote.

Portability Update – Eric Lee: The Board discussed Eric Lee’s transfer of creditable service. A motion was made by Trustee Helgerson and seconded by Trustee Coduto to accept Eric Lee’s transfer as paid in full in the amount of \$72,633.28 from the Huntley Police Pension Fund to the Lake in the Hills Police Pension Fund and to revise Eric Lee’s hire date from September 16, 2013 to September 12, 2011. Motion carried by roll call vote.

AYES: Trustees Helgerson, Coduto, Howell, Wolf and Recchia
NAYS: None
ABSENT: None

Review Preliminary Actuarial Valuation: The Board noted that the Preliminary Actuarial Valuation prepared by L&A will be presented at the next regular meeting.

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.

Discussion/Possible Action to be Taken on all IPOPIF Requests Pertaining to Consolidation: The Board noted there were no additional requests from IPOPIF pertaining to consolidation presented.

Discussion/Possible Action – eCFM Access Form: The Board discussed the eCFM access form. Further discussion will be held at the next regular meeting.

Discussion/Possible Action – Portal Access: The Board discussed providing Finance Director Stefan access to the Fund’s online portal provided by L&A. A motion was made by Trustee Helgerson and seconded by Trustee Wolf to authorize Finance Director Stefan to have access to the Fund’s L&A online portal as discussed. Motion carried unanimously by voice vote.

Approval of Payment Authorization for Invoices: The Board discussed authorizing Finance Director Stefan to review and approve invoices received by the Pension Fund for payment. A motion was made by Trustee Helgerson and seconded by Trustee Recchia to authorize Finance Director Stefan to review and approve payment of Pension Fund invoices upon receipt. Motion carried by roll call vote.

AYES: Trustees Helgerson, Coduto, Howell, Wolf and Recchia
NAYS: None
ABSENT: None

Fiduciary Liability Insurance Renewal: The Board reviewed the fiduciary liability insurance renewal provided by Mesirow Insurance Services through Ullico Casualty Group, LLC. A motion was made by Trustee Wolf and seconded by Trustee Coduto to approve payment of the fiduciary liability insurance renewal effective May 1, 2022 through May 1, 2023 in the amount of \$4,576.00. Motion carried by roll call vote.

AYES: Trustees Helgerson, Coduto, Howell, Wolf and Recchia
NAYS: None
ABSENT: None

ATTORNEY'S REPORT – REIMER DOBROVOLNY & LABARDI PC: *Annual Independent Medical Examination – Michael Domagala:* The Board noted that Michael Domagala's medical records were reviewed and it was determined that he remains disabled at this time. A motion was made by Trustee Helgerson and seconded by Trustee Wolf to continue the disability benefits of Michael Domagala based on a finding that he remains disabled and subject to further annual examinations until age 50. Motion carried by roll call vote.

AYES: Trustees Helgerson, Coduto, Howell, Wolf and Recchia
NAYS: None
ABSENT: None

Legal Updates: The Board reviewed the *Legal and Legislative Update* quarterly newsletter highlighting recent court decisions, legislation and other pension news.

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.

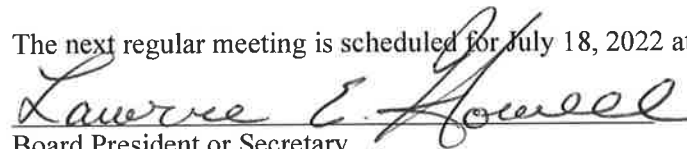
Illinois Municipal League Free Pension Fund Trustee Training: The Board noted that Illinois Municipal League is offering pension training online at no cost.

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

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

ADJOURNMENT: A motion was made by Trustee Howell and seconded by Trustee Wolf to adjourn the meeting at 5:05 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for July 18, 2022 at 4:00 p.m.


Board President or Secretary

Minutes approved by the Board of Trustees on 07-25-22.

Minutes prepared by Megan Snell, Pension Services Administrator, Lauterbach & Amen, LLP