

FIRE PENSION FUND

Members: Mayor Eddie Moran, Frank Denbowski on the mayors behalf, Corbin Keiser, Jason Licwinko, Chief William Stoudt Jr, Jamar Kelly, Maria Rodriguez

Staff: Juan Ruiz, Steve Richman (solicitor)

January 21, 2022 10:00 AM

Board Meeting Minutes

Call to Order 10:07 AM

- **PRESENTER/GUEST/ABSENT**

- Dolores Martinez will replace Frank Denbowski on the Board

- **MINUTES**

- Approve minutes from December 2021.

	Yes	No	Abstain
Dolores Martinez	☒	☐	☐
Jamar Kelly	☒	☐	☐
William Stoudt	☒	☐	☐
Jason Licwinko	☒	☐	☐
Corbin Keiser	☒	☐	☐
Maria Rodriguez	☒	☐	☐

- Motion to approve made by William Stoudt Jr, 2nd by Corbin Keiser. (6y/0n)

- **FINANCIAL REPORTS**

- Wells Fargo Commercial 12/01/2021 – 12/31/2021
- UBS investment statement as of December 2021

	Yes	No	Abstain
Dolores Martinez	☒	☐	☐
Jamar Kelly	☒	☐	☐
William Stoudt	☒	☐	☐
Jason Licwinko	☒	☐	☐
Corbin Keiser	☒	☐	☐
Maria Rodriguez	☒	☐	☐

- Motion to approve made by Jason Licwinko, 2nd by Maria Rodriguez. (6y/0n)

- **BILLS**

- 4th QTR Pension Salary 10/1/2021 – 12/31/2021: \$2,644.08
- 4th QTR Medical Deductions *for Retirees* 10/1/2021 – 12/31/2021: \$14,395.89
- 4th QTR Postal Reimbursement 10/1/2021 – 12/31/2021: \$9.35
- ADP processing charges period ending 1/31/2022 - \$429.94
- Markowitz & Richman Professional Services for December 2021 - \$1,250

Sub-Total – \$18,729.26

	Yes	No	Abstain
Dolores Martinez	☒	☐	☐
Jamar Kelly	☒	☐	☐
William Stoudt	☒	☐	☐
Jason Licwinko	☒	☐	☐
Corbin Keiser	☒	☐	☐
Maria Rodriguez	☒	☐	☐

- Motion to approve made by Maria Rodriguez, 2nd by William Stoudt Jr. (6y/0n)

- **CORRESPONDENCE** – None

- **REFUND** - None

- **APPLICATION** - None

- **DISABILITY APPLICATIONS** - None

- **D.R.O.P. APPLICATIONS** - None

- **OLD BUSINESS**

- Executive Session from April 26th meeting: What are the job responsibilities of the Pension Coordinator?

- Have Steve Richman and Joe Rudolf touched base with this after additional pension meetings took place?

MOU still being prepared. Steve will sent out previous job responsibilities from years ago.

City Solicitor is still reviewing the City provided to City Administration. – Joe was meeting with Fred Lachat on August 20th after the meeting. – **Section to be removed no longer considered old business**

- Steve Richman provided the revised MOU for Pension Coordinator to further discuss. - *Waiting on Mayor*

- **Board seeking total cost of expenses associated with PC for next meeting**

	Yes	No	Abstain
Dolores Martinez	☒	☐	☐
Jamar Kelly	☐	☒	☐
William Stoudt	☒	☐	☐
Jason Licwinko	☒	☐	☐
Corbin Keiser	☒	☐	☐
Maria Rodriguez	☒	☐	☐

- Motion to approve made by Jason Licwinko, 2nd by William Stoudt Jr. (5y/1n)

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- Jason emailed inquiry (attached) regarding recalculations for:

- Members entered DROP in 2021

- Recalculations were done by Juan and Holly and the adjusted calculations of the \$350 were reflected in the November amounts - -- will work with Holly to issue letters

- \$500 vs \$1500 – 5% Pension Distribution on Active Side

- Discussed with Holly:

- *Now the only thing is that EMT bonus for \$350.00 the pension calculation on the active side would pension the whole dollar amount of \$500.00 or \$1,500.00. Board will need to decide on how it should be handled on the active payroll side. The pensionable wages it pulls from the whole dollar amount. We could not tell it to only pension 350.00 out of the 500.00 vs 1,000.*

- *For next meeting - Pension Coordinator to provide board with list of employees and their respective refund amounts. Also provide drafted letters for DROP correction and refund.*

- *129 checks to be issued for payroll refund –*
 - *91 checks in the amount of \$7.50*
 - *38 checks in the amount of \$57.50*
- *Draft letters are attached to agenda*

- **NEW BUSINESS** –

- **INFORMATION**

- MMO deposit for December \$330,272.92
- Frederick Kellenberger will exit DROP effective retirement date of 1/22/22
 - Monthly - \$4796.33 Yearly - \$57,555.96

- **PUBLIC COMMENT**

- Executive Session transpired regarding personnel discussion.

- **ADJOURNMENT**

- Motion to adjourn at 10:49AM made by Jason Licwinko, 2nd by Maria Rodriguez.