

Officers & Employee Fund

Members: Eddie Moran his behalf Frank Denbowski, Steve Karnat, Tammy Baker, Lester Kissinger Jr, Jamar Kelly, Maria Rodriguez

Staff: Joe Rudolf (solicitor), Lilliana Castillo

March 17, 2021

Board Meeting Minutes

Call to Order _1:34 PM_____

- **PRESENTER/GUEST**

- o Absent- Jamar Kelly, Tammy Baker, Eddie Moran

- **MINUTES**

- o Approve February 2021 minutes

	Yes	No	Abstain
Frank Denbowski	☒	☐	☐
Jamar Kelly	☐	☐	☐
Lester Kissinger	☒	☐	☐
Tammy Baker	☐	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☒	☐	☐

- Motion to approve made by Lester Kissinger, 2nd by Steve Karnat. (4y/0n)

- **FINANCIAL REPORTS**

- o Wells Fargo Commercial 2/1/2021- 2/28/2021
 - o City's Financial Report for January 31, 2021
 - o UBS investment statement as of February 2021

	Yes	No	Abstain
Frank Denbowski	☒	☐	☐
Jamar Kelly	☐	☐	☐
Lester Kissinger	☒	☐	☐
Tammy Baker	☐	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☒	☐	☐

- Motion to approve made by Lester Kissinger, 2nd by Steve Karnat. (4y/0n)

- **BILLS**

- o ADP processing charges period ending 2/28/2021- \$868.14
- o ADP processing charges for 1099R- \$1,991.20
- o Conrad Siegel Actuarial Services remaining balance- \$2,383.34

Sub-total \$5,242.68

	Yes	No	Abstain
Frank Denbowski	☒	☐	☐
Jamar Kelly	☐	☐	☐
Lester Kissinger	☒	☐	☐
Tammy Baker	☐	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☒	☐	☐

- Motion to approve made by Steve Karnat, 2nd by Frank Denbowski. (4y/0n)

- **CORRESPONDENCE**

- **REFUNDS**

- o Carlos Rivera separated on 2/15/2021

<u>Rollover Amount =</u>	<u>\$3,538.61</u>
<u>Less 20% taxes</u>	<u>\$707.72</u>
<u>Distribution Amount</u>	<u>\$2,830.89</u>

	Yes	No	Abstain
Frank Denbowski	☒	☐	☐
Jamar Kelly	☐	☐	☐
Lester Kissinger	☒	☐	☐
Tammy Baker	☐	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☒	☐	☐

- Motion to approve made by Frank Denbowski, 2nd by Lester Kissinger. (4y/0n)

- **APPLICATIONS**

- **DISABILITY APPLICATION**

- **OLD BUSINESS**
 - o By laws: Send by laws to all board members, copy for Steve. Verification if they were adopted.

- **NEW BUSINESS**
 - o Make changes to ordinance from Administration to Finance Director.
 - o Who does the Pension Coordinator report to?

- **INFORMATION**
 - o MMO deposit for March 2021 - \$278,535.00
 - o Keith Eschleman Jr. vesting as of 2/12/2021
 - o Tammy Baker pension application received, 3 doctors note also received. Upon approval of the board, she will be retiring with a disability pension as of May 4, 2021. Election Notices will be prepared. Nominations and votes will be conducted through email. New board member will serve the board for the remaining term. End date 12/31/2023.
 - o Motion to accept Tammy Baker's disability pension application as of March 17, 2021. Motion to approve made by Lester Kissinger, 2nd by Steve Karnat.

- **PUBLIC COMMENT**
 - o Frank Denbowski– Disability procedures

- **ADJOURNMENT**
 - o Motion to adjourn - made by Lester Kissinger, 2nd by Steve Karnat (4y/0n) 3:01 pm.