

Officers & Employee Fund

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

Staff: Joe Rudolf (solicitor), Holly Guldin

September 15, 2021 1:30 pm

Board Meeting Agenda – Penn Room

Call to Order 1:32 PM

- **PRESENTER/GUEST**

- **MINUTES**

- Approve August 2021 minutes

	Yes	No	Abstain
Frank Denbowski	☐	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☒	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☒	☐	☐
Karen Gassert	☒	☐	☐

- **FINANCIAL REPORTS**

- Wells Fargo Commercial 08/01/2021 – 08/31/2021
- UBS investment statement as of August 2021

	Yes	No	Abstain
Frank Denbowski	☐	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☒	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☒	☐	☐
Karen Gassert	☒	☐	☐

- **BILLS**

- ADP processing charges period ending 08/31/2021- \$856.94
- Clark Hill aggregated legal fees for July 2021 - \$272.33
- Clark Hill professional services for July 2021 - \$1,250.00

- Clark Hill professional services for August 2021 - \$1,946.44
- Conrad Siegel actuary services through June 13, 2021 - \$8,816.67
- 2nd QTR pension salary 04/01/2021 – 06/30/2021 - \$4,718.57

Sub-total \$17,860.95

	Yes	No	Abstain
Frank Denbowski	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☒	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☒	☐	☐
Karen Gassert	☒	☐	☐

- **CORRESPONDENCE**

- **REFUNDS/ROLLOVERS**

- Jennifer Olivares separated on 06/15/2021

<u>Rollover Amount =</u>	<u>\$1,812.09</u>
<u>Less 20% taxes</u>	<u>\$362.42</u>
<u>Distribution Amount</u>	<u>\$1,449.67</u>

- John Groff separated on 09/09/2021

<u>Rollover Amount =</u>	<u>\$398.33</u>
<u>Less 20% taxes</u>	<u>\$79.67</u>
<u>Distribution Amount</u>	<u>\$318.66</u>

	Yes	No	Abstain
Frank Denbowski	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☒	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☒	☐	☐
Karen Gassert	☒	☐	☐

- **APPLICATIONS**

- Cindy DeGroote retired as of September 8, 2021.
Monthly \$1,254.64 Annual \$15,055.64

	Yes	No	Abstain
Frank Denbowski	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☒	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☒	☐	☐
Karen Gassert	☒	☐	☐

- **DISABILITY APPLICATION**

- **OLD BUSINESS**

- Who does the Pension Coordinator report to? - MOU is being prepared. Pension Board Solicitor will send to City administrator once prepared.
 - This is still being worked on. If changing the salary we will need to discuss internally and then taken to the board for final review.
 - Frank, Jamar, Joe and Aida will need to have a meeting. Once the MOU is prepared it will need to be approved by Council.
 - Joe emailed Fred on August 12th, and August 16th to follow up.
- Employment status of Charles Jones: Where do we stand with Charles Jones's pension? He is performing services to the City of Reading as a contractor with similar if not the same job duties as he was when he was an active employee with the City of Reading. Joe Rudolf will reach out to the City Solicitor on the status.
 - Joe Rudolf sent an email to Fred Lachat – City of Reading Interim City Solicitor on May 3, 2021. (Email attached)
 - Fred Lachat as not responded to the question.
 - Joe emailed Fred on August 12th to follow up.

- **NEW BUSINESS**

- **INFORMATION**

- MMO deposit for September 2021 - \$278,535.00

- PUBLIC COMMENT
- ADJOURNMENT

Officers & Employee Fund

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

Staff: Joe Rudolf (solicitor), Holly Guldin

August 18, 2021 1:30 pm

Board Meeting Minutes – 3rd Floor Conference Room

Call to Order 1:34 pm

- **PRESENTER/GUEST**

Steve Karnat – Came to meeting at 1:40 pm

- **MINUTES**

- Approve July 2021 minutes

	Yes	No	Abstain
Frank Denbowski	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☒	☐	☐
Steve Karnat	☐	☐	☐
Maria Rodriguez	☒	☐	☐
Karen Gassert	☒	☐	☐

- Motion to approve made by Lester Kissinger, 2nd by Maria Rodriguez (5y/0n)

- **FINANCIAL REPORTS**

- Wells Fargo Commercial 7/1/2021 – 7/31/2021
- City's Financial Report for June 30, 2021
- City's Financial Report for July 31, 2021
- UBS investment statement as of July 2021

	Yes	No	Abstain
Frank Denbowski	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☒	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☒	☐	☐
Karen Gassert	☒	☐	☐

- Motion to approve made by Maria Rodriguez, 2nd by Lester Kissinger (6y/0n)

- **BILLS**

- ADP processing charges period ending 7/31/2021- \$852.74
- 1st QTR Medical deductions 1/1/2021-3/31/2021- \$8,975.98
- 2nd QTR Medical deductions 4/1/2021-6/30/2021- \$10,544.56
- 1st QTR Pension Salary 1/1/2021-3/31/2021- \$4,705.05
- 1st & 2nd QTR postal reimbursement- 1/1/2021-6/30/2021- \$85.80

Sub-total \$25,164.13

	Yes	No	Abstain
Frank Denbowski	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☒	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☒	☐	☐
Karen Gassert	☒	☐	☐

- Motion to approve made by Maria Rodriguez, 2nd by Lester Kissinger (6y/0n)

- **CORRESPONDENCE**

- **REFUNDS/ROLLOVERS**

- Israel Santiago separated on 08/4/2021

<u>Rollover Amount =</u>	<u>\$8,024.60</u>
<u>Less 20% taxes</u>	<u>\$1,604.92</u>
<u>Distribution Amount</u>	<u>\$6,419.68</u>

	Yes	No	Abstain
Frank Denbowski	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☒	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☒	☐	☐
Karen Gassert	☒	☐	☐

- Motion to approve made by Lester Kissinger, 2nd by Maria Rodriguez (6y/0n)

- **APPLICATIONS**

- **DISABILITY APPLICATION**

- **OLD BUSINESS**

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