

Officers & Employee Fund

Members: Dolores Martinez [Mayor's Proxy], Steve Karnat, Lester Kissinger Jr, Jamar Kelly, Maria Rodriguez, Karen Gassert

Staff: Joe Rudolf (solicitor), Lilliana Castillo

March 15, 2023 1:30 PM

Location: Penn Room & Virtual

Board Meeting Minutes

Call to Order 1:31pm

- **PRESENTER/GUEST**
 - Absent- Lester Kissinger, Maria Rodriguez
- **MINUTES**
 - Approve February 2023 Minutes

	Yes	No	Abstain
Dolores Martinez	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☐	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☐	☐	☐
Karen Gassert	☒	☐	☐

- Motion to approve made by Dolores Martinez, 2nd by Steve Karnat. (4y/0n)
- **FINANCIAL REPORTS**
 - Wells Fargo Commercial as of 2/28/2023
 - Financial Report as of 1/31/2023
 - UBS investment as of February 2023
 - UBS 401K as of February 2023 with spreadsheet

	Yes	No	Abstain
Dolores Martinez	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☐	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☐	☐	☐
Karen Gassert	☒	☐	☐

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

○ **BILLS**

- ADP processing charges period ending 2/28/2023 - \$1,133.24
- ADP processing charges period ending 1/6/2023 for 1099- \$2,028.60
- Clark Hill professional services for February 2023 - \$1,150.00
- Conrad Siegel preparations- \$833.33

Sub-total: \$5,145.17

	Yes	No	Abstain
Dolores Martinez	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☐	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☐	☐	☐
Karen Gassert	☒	☐	☐

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

○ **CORRESPONDENCE** –

- Joe’s email regarding purchase of pension service time while in No-pay status. (please see attached)
- The City, and the O&E Fund is prohibited by law and the City Code, with a single exception for Intervening Military Service from adopting a scheme whereby an employee not in compensable status pays the Fund money out-of-pocket to artificially increase his/her Pension Service Time. The City should not allow an employee/Member to purchase Pension Service Time for any period of No-Pay status other than active Military Service.

○ **REFUNDS/ROLLOVERS**

○ **APPLICATIONS**

- Michael C. Naylor hired on 10/16/2012, retiring as of April 12, 2023. 10 Years of Service

Monthly- \$723.58

Annually-\$8,682.95

	Yes	No	Abstain
Dolores Martinez	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☐	☐	☐
Steve Karnat	☒	☐	☐

Maria Rodriguez	☐	☐	☐
Karen Gassert	☒	☐	☐

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

○ **DISABILITY APPLICATION -**

○ **OLD BUSINESS –**

- Clarke Hill is proposing a new hourly rate for Joe Rudolf at \$275.00 an hour.

	Yes	No	Abstain
Dolores Martinez	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☐	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☐	☐	☐
Karen Gassert	☒	☐	☐

➤ Executive session 1:54pm-1:56pm

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

- A retiree has just become eligible for dual coverage deduction. Information has been provided.

- Did she work anywhere else?
- Have retiree provide a summary that contains a calculation of her life time earnings. 40% of the social security benefit is attributable to wages earned with the city only. Reduction is based only upon the amount of social security she is getting having worked at the city of reading only.
- This was TABLED last month for further research

- Position factor is being completed for 2021-2022. 9 retirees were impacted. They will be receiving a revised 1099.

○ **NEW BUSINESS-**

- Revised surviving spouse pension application- adding gross amount

	Yes	No	Abstain
Dolores Martinez	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☐	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☐	☐	☐
Karen Gassert	☒	☐	☐

- Motion to TABLE made by Dolores Martinez, 2nd by Karen Gassert. (4y/0n)

- Updated refund and rollover applications for the define contribution plan
Comments- Add DSP on the first line.

	Yes	No	Abstain
Dolores Martinez	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☐	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☐	☐	☐
Karen Gassert	☒	☐	☐

- Motion to approve made by Karen Gassert, 2nd by Dolores Martinez. (4y/0n)

- Act 44 for the Officers & Employee pension fund

	Yes	No	Abstain
Dolores Martinez	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☐	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☐	☐	☐
Karen Gassert	☒	☐	☐

- Update every 3 years

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

- **INFORMATION**

- MMO deposit for January 2023 - \$271,839.00

- **PUBLIC COMMENT**

- **ADJOURNMENT**

- Motion to adjourn at 2:28pm made by Dolores Martinez, 2nd by Steve Karnat. (4y/0n)