

**O & E PENSION FUND**  
**Board Minutes**  
**of**  
**April 21, 2010**

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**PRESENT:** Carl E. Geffken, David M. Cituk, Elaine M. Haas, Stephen K. Karnat ,  
 Ronald D. Whitmoyer Jack Linton (solicitor) and Shelly Fizz (Pension  
 Administrator)

**ABSENT:** Thomas M. McMahon

**ORDER:** Meeting was called to order by Cituk @ 1:35 P.M.

**PRESENTER:** None

**MINUTES:** **MOTION** by Haas/ Karnat to approve the Board Minutes dated March 17,  
 2010...**MOTION PASSED UNANIMOUSLY.**

**FINANCIAL**  
**REPORTS:** **Motion** by Whitmoyer/Karnat to accept the following financial reports...  
**MOTION PASSED UNANIMOUSLY.**  
 Comerica Bank – Russell Investment Group – 03/01/2010-03/31/2010

Financial Report – 02/28/2010

**BILLS:** **Motion** by Geffken/Haas to approve the following bills... **MOTION PASSED**  
**UNANIMOUSLY.**

Linton, Distasio & Edwards, P.C.  
 Professional Services 3/4/10-3/31/10 \$888.00

Comerica - Russell  
 01/01/2010-03/31/2010 \$1,500.00

**REFUNDS:** **Motion** by Geffken/Whitmoyer to ratify and approve the action taken...  
**MOTION PASSED UNANIMOUSLY.**

**Sierra Melendez**  
 Hire Date – 1/1/09  
 Discharge Date – 11/18/2009  
**Refund Amount - \$715.28**

A letter was sent to Ms. Melendez on December 3, 2009 regarding her  
 options of a refund or rollover. The letter stated that the application for a  
 rollover or refund needed to be returned to the Pension Office by

December 14, 2009 or a refund would be issued. On April 15, 2010 the Pension Administrator contacted the Board members requesting permission to refund Ms. Melendez her pension contributions since she would be leaving the Country before the April 21, 2010 meeting. Pension Administrator received correspondence from the members in favor of issuing the refund.

**Motion** by Karnat/Haas to approve the following refund... **MOTION PASSED UNANIMOUSLY.**

**Scott Miller**

Hire Date – 11/30/09

Discharge Date – 3/29/10

**Refund Amount - \$296.67**

**Motion** by Haas/Whitmoyer to approve the following refund... **MOTION PASSED UNANIMOUSLY.**

**Patricia Lowry**

Hire Date – 10/16/06

Discharge Date – 2/12/10

**Rollover Amount - \$4394.98**

**APPLICATIONS:**

**Motion** by Karnat/Haas to approve the following pension application ...**motion passed 4(Y) and 1(N) by Geffken.**

**Kathleen Jastrzemski- Pension Application**

Effective Date – 4/22/10

**Pension Amount Semi Monthly - \$1,085.37**

**NOTE:** Kathleen vested on 1/19/2010 and paid her contributions to the fund until reaching her age requirement on 4/22/10.

**CORRESPONDENCE:**

**Motion** by Karnat/Whitmoyer to acknowledge receipt of the Actuarial Valuation Report as of January 1, 2009...**motion passed unanimously.**

**Motion** by Haas/Geffken to accept Dual Coverage payment from the following “Old Plan Participants”...**motion passed unanimously.**

**John Longenecker**

Paid 4.5% owed in the amount of **\$4,333.45**

Paid 1.5% Dual Coverage in the amount of **\$11,879.78**

**Total payment - \$16,213.23**

**Note:** Notified payroll to change pension deduction to 6% as of 4/30/10.

**Karen Organtini**

Paid 1.5% Dual Coverage in the amount of **\$11,383.70**

**Note:** Notified payroll to change pension deduction to 6% as of 4/30/10.

**OLD****BUSINESS:**

Pension Administrator forwarded copies of the following drafts to Mockenhaupt for their review (as requested by the board at the March meeting) before forwarding to City Solicitor.

Draft of Amendment to Section 1-682, Entitled "Refund of Contributions or Rollover

Draft of Amendment to Section 1-678, "Disability Benefits"

Information sent from Jack Linton. Jack requested Pension Administrator to bring packet to meeting. No copies necessary.

**NEW****BUSINESS:**

**Motion** by Karnat/Haas to review Employee Benefit Statements as of January 1, 2009 from Mockenhaupt, make copies for pension office and give to payroll to distribute with paychecks ...**motion passed unanimously.**

**ADJOURNMENT: MOTION** by Whitmoyer/Karnat to adjourn @ 2:25 P.M.

Respectfully Submitted,

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Pension Administrator