

**MINUTES OF THE ALGONQUIN POLICE PENSION BOARD  
KANE & McHENRY COUNTIES  
WILLIAM J. GANEK MUNICIPAL CENTER  
2200 HARNISH DRIVE, ALGONQUIN, IL**

WEDNESDAY, NOVEMBER 4, 2015

**CALL TO ORDER:**

President Helgerson called the meeting to order at 5:00 p.m.

**ROLL CALL:**

Present: President Stan Helgerson, Vice President Smith, Secretary Andrew Doles, and Trustee Dykstra. Trustee Weber was absent. Treasurer Michael Kumbera, Recording Secretary Adam Carson and Deputy Treasurer Susan Skillman were also present. Helgerson advised of a quorum. Greg Hosbein and Mark Rewey from Segall Bryant & Hamill and Mary Tomanek were also present for their respective presentations to the Board.

**ADOPT AGENDA:**

A motion was made by Doles and seconded by Dykstra to adopt the agenda. Voice vote: unanimous ayes - motion carried.

**PUBLIC COMMENTS:**

There were no public comments.

**APPROVAL OF MINUTES:**

The minutes of the Board meeting held July 29, 2015, were presented for approval. A motion was made by Dykstra and seconded by Doles to approve the minutes. Helgerson commented the transfer of funds in August was completed, specifically \$200,000 (\$192,500 for American EuroPacific/Vanguard and \$7,500 for RBC Small Growth) and \$200,000 in October (\$185,000 for American EuroPacific/Vanguard and \$15,000 for RBC Small Growth). Voice vote: unanimous ayes - motion carried.

**CONSULTANT REPORT:**

Greg Hosbein and Mark Rewey from Segall Bryant & Hamill provided an update for the Board. Hosbein advised the investments have still been outperforming through the purchase of higher quality bonds.

Mary Tomanek, Graystone Consulting, then provided the third quarter report.

She stated volatility spiked in the third quarter, but October was a good month for stocks. She commented equities were down 7.43%, but there was a good off set with real estate. Overall the quarter was positive for the higher quality corporate as well as government bonds. The return for the quarter of the combined portfolio is -3.95 with YTD being -3.25.

Mary continued and stated there is still a lot of global rebalancing that shifts growth from the US to the rest of the world. She added it would continue to be a bumpy ride, but that tight global financial conditions have begun to ease. Cyclical asset prices have also started to accelerate and the US Recession Risk remains low.

Mary spoke about RS Global and advised Morningstar has downgraded it and requested to complete a search for a new manager.

Helgerson advised there was \$100,000 in new money available and Mary was hesitant to invest at this time. A motion was made by Doles and seconded by Dykstra to approve the transfer and allocation of funds to Segall Bryant of \$100,000 to split between the two portfolios they hold for the Board. Voice vote: unanimous ayes - motion carried.

A motion was made by Dykstra and seconded by Doles to approve the third quarter investment report. Doles asked if Mary had any recommendations at this time and she advised none at this time. Voice vote: unanimous ayes - motion carried.

#### **VILLAGE TREASURER'S REPORT:**

Kumbera advised the asset audit total ending September 30, 2015 was \$21,586,157. A motion was made by Doles and seconded by Dykstra to approve the report through September 30, 2015. Smith asked about the member contributions. Voice vote: unanimous ayes - motion carried.

#### **APPROVAL OF BILLS:**

The total bills and vendor and pension payments July 2015 through September 2015 is as follows: \$252,930.93. The treasurer advised the details were in the report. A motion was made by Smith and seconded by Dykstra to approve the payment of bills, check register, and wire transfers through September 2015. A roll call vote was taken with all ayes and no nays.

#### **REQUEST FOR BENEFITS:**

Helgerson advised the Board he wanted to approve the automatic salary increases. Steven Kuzynowski received his increase, retro active to November 1, for \$7571.47. John Mattiessen will receive his increase on December 1, for \$4774.54 and then another increase on January 1, 2016 for \$4917.78. Other member's increases on January 1, 2016 include: Steven Schinkel to \$4299.74, Arthur Weber to \$8615.93, and Steven Kuzynowski to \$7798.61 and Russel Laine to \$9299.71. A motion was made by Doles and seconded by Dykstra to approve the increases. A roll call vote was taken with all ayes and no nays.

#### **CLOSED SESSION:**

None at this time.

#### **NEW BUSINESS:**

The 2015 Actuary Report from Tim Sharpe was presented to the Board for review for the 2015-2016 fiscal year. Kumbera advised there were good summary results. The levy

requirements are also listed with this report. Helgerson advised he would complete the necessary memorandum request to submit to the Village on behalf of the Pension Board.

Helgerson advised a motion needed to be made for the tax levy request. Doles made a motion and Smith seconded the motion for the recommended tax levy request to the Village Board for \$1,836,961.00. Voice vote: unanimous ayes - motion carried.

The military buyback for Andrew Dykstra was next discussed. Dykstra wanted to buy back one year of time, with the total cost being \$13,361.38, to be paid back over a three year period at \$187.73 per pay period. A motion was made by Doles and seconded by Smith to approve Dykstra's military buyback of one-year, totaling \$13,361.38 and the agreement to pay back over a three-year period. Voice vote: unanimous ayes - motion carried. Dykstra abstained from the vote.

The refund contributions for Leo Monroy were next presented. The refund was previously approved, and the numbers had been finalized, totaling \$41,828.86. \$12,000.00 will be paid to Monroy with 20% withholding on it and the balance will be rolled into an IRA totaling \$29,828.86. Skillmann advised Lauterbach & Amen would be handling all the transactions. Doles made a motion and Smith seconded it to approve the refund contributions. A roll call vote was taken with all ayes and no nays.

A review of the Illinois Department of Insurance (DOI) report was next discussed. Helgerson advised the Board needed to approve and file this report annually with the DOI. Helgerson advised the report was prepared by Lauterbach & Amen and was filed with the state. Dykstra made a motion and Doles seconded it to approve and accept the DOI report that was filed. Voice vote: unanimous ayes - motion carried.

The Municipal Compliance Report (MCR) was next reviewed. Helgerson advised state statute requires this report to be completed and submitted to the Village Board, with the tax levy request. He continued and stated Lauterbach & Amen prepares this report too. Doles made a motion and Smith seconded it to approve and send a copy of the MCR to the Village Board. Voice vote: unanimous ayes - motion carried.

The approval of the Pension Board rules was next on the agenda. Helgerson advised the changes were made on the basis of the state law. Dykstra made a motion and Doles seconded it to approve the updated rules and regulations. Voice vote: unanimous ayes - motion carried.

#### **OLD BUSINESS:**

The status update of transfer of creditable service was discussed for Officer Amanda Olsta. Helgerson advised a check was received from Taylorsville totaling \$40,970.58. Helgerson advised no action was required.

#### **TRAINING:**

Dykstra advised he had one session remaining to complete. Doles advised he and Weber have completed their annual training. Helgerson stated he met his training requirements

for the year. Helgerson reminded the Board about the upcoming training next year.

**NEXT QUARTERLY MEETING:**

The next Police Pension Board meeting is tentatively scheduled for January 27, 2016 but could possibly be changed to February 3, 2016 at 5:00 p.m., however the date may be changed to November.

**ADJOURNMENT:**

There being no further business, it was moved by Doles and seconded by Dykstra to adjourn. Voice vote: unanimous ayes – motion carried.

The meeting adjourned at 6:26 p.m.

Respectfully submitted,

---

Andrew Doles, Secretary  
Algonquin Police Pension Fund

*Minutes prepared by Adam Carson, Recording Secretary.  
Approved by the Board of Trustees at its meeting held on February 3, 2016.*