

Ottawa Police Pension Board Meeting Minutes

Date: 07/23/21

Meeting Location: Ottawa Police Department

Members Present

Robert Nilles – Secretary

Brent Roalson – Chief of Police

Randy Baxter – Vice President

Garry Johnson – Corporal of Patrol

Dale Baxter – Assistant Secretary

City Treasurer – Don Harris

Joe Hilton – Board Member

Kevin Steward – FNB Trust Department

Called to order 9:36 a.m.

Public Comment

None

Old Minutes

The old minutes were read by **Robert Nilles**. **Randy Baxter** made a motion to accept the minutes, seconded by **Dale Baxter**. By acclamation, the motion carried unanimously.

Correspondence

None

New Business

Robert Nilles advised **Garry Johnson** submitted his application for retirement. It was submitted through the Lauterbach & Amen Pension Application Form. **Don Harris** reviewed the amount on the pension application. **Randy Baxter** made a motion to approve **Garry Johnson's** pension with the salary of \$107,653, with 23 years of service, hire date of 09/10/97, and retirement date of 08/07/21. **Robert Nilles** seconded the motion. The following roll call vote was taken:

Robert Nilles – Aye

Randy Baxter – Aye

Dale Baxter – Aye

Joe Hilton – Aye

Motion passed with a 4-0 vote in favor.

Robert Nilles advised four new hire Ottawa Police officers needed to be accepted into the pension system. **Robert Nilles** made the motion to accept the officers, seconded by **Dale Baxter**.

New members added to pension with hire dates:

Kathleen Sullivan – 03/12/21

Tyler Brewer – 03/22/21

Kari Whalen – 03/22/21

Andrea Harden – 06/07/21

The following roll call vote was taken:

Robert Nilles – Aye

Randy Baxter – Aye

Dale Baxter – Aye

Joe Hilton – Aye

Motion passed with a 4-0 vote in favor.

Financial Report

Financial reports were submitted and explained by **Kevin Steward**. **Kevin Steward** requested approval from the board for First National Bank to sweep the DDA account balance down to \$25,000 each month, with the overage deposited into the fixed account. The item was discussed by the board and representatives from Lauterbach & Amen.

Dale Baxter made a motion to approve the automatic sweep, seconded by **Joe Hilton**. The following roll call vote was taken:

Robert Nilles – Aye

Randy Baxter – Aye

Dale Baxter – Aye

Joe Hilton – Aye

Motion passed with a 4-0 vote in favor.

Kevin Steward discussed if the pension fund investments need to be rebalanced. **Michael May** from Lauterbach & Amen as well as **Don Harris** advised if unbalancing is from growth and not new investments to leave it alone. It was determined no action would be taken at this time.

New Business, Continued

The board initiated a conference call with board attorney **Steve Calcaterra** in reference to the DOI final order.

The initial date listed in the order was 08/01/21 for final compliance. The order for calculation of a pension from the last page, in the second to last paragraph, as well as bullet point 3 on page 1 of the order would be the significant changes. The agreement also states the pension board would not have any fines, recalculation of pensions, or changes to prior retirees.

Dale Baxter asked **Steve Calcaterra** about officers who retired after last audit and before the agreement's final date. **Steve Calcaterra** advised any future audits would reference this order. The board asked **Steve Calcaterra** to request the effective date of the order be changed to after 08/08/21 to prevent any complications with recent pensioners.

Steve Calcaterra requested approval to contact the DOI and have order go into effect with change of date to after 08/08/21.

Randy Baxter made a motion to approve the request, seconded by **Joe Hilton**. The following roll call vote was taken:

Robert Nilles – Aye

Randy Baxter – Aye

Dale Baxter – Aye

Joe Hilton – Aye

Motion passed with a 4-0 vote in favor.

Lauterbach and Amen

Michael May presented financial report as of 04/30/21 – Total net position of \$28,095,092.44

Robert Nilles made a motion to accept the report, seconded by **Joe Hilton**. The following roll call vote was taken:

Robert Nilles – Aye

Randy Baxter – Aye

Dale Baxter – Aye

Joe Hilton – Aye

Motion passed with a 4-0 vote in favor.

Jessica and **Cristen** from Lauterbach & Amen are still looking for pension payroll from 1991-2001 for William Condron. **Jessica** requested to table the issues with payroll pending searching records.

Robert Nilles made a motion to table, seconded by **Randy Baxter**. The following roll call vote was taken:

Robert Nilles – Aye

Randy Baxter – Aye

Dale Baxter – Aye

Joe Hilton – Aye

Motion passed with a 4-0 vote in favor.

Jessica advised **Al Hite's** files do not show records for divorce agreement stipulating payment amounts. She requested to table the issue while they search the files.

Robert Nilles made a motion to table, seconded by **Randy Baxter**. The following roll call vote was taken:

Robert Nilles – Aye

Randy Baxter – Aye

Dale Baxter – Aye

Joe Hilton – Aye

Motion passed with a 4-0 vote in favor.

Jessica advised **Spencer McDonald's** conversion date is still unknown. **Robert Nilles** advised the date is listed in minutes which are unable to be located. **Jessica** requested to table the issue while they search the files

Robert Nilles made a motion to table, seconded by **Dale Baxter**. The following roll call vote was taken:

Robert Nilles – Aye

Randy Baxter – Aye

Dale Baxter – Aye

Joe Hilton – Aye

Motion passed with a 4-0 vote in favor.

Jessica advised there is an issue with payroll for **Charles and Elizabeth Rice**. **Jessica** requested to table the issue while they search the files

Robert Nilles made a motion to table, seconded by **Randy Baxter**. The following roll call vote was taken:

Robert Nilles – Aye

Randy Baxter – Aye

Dale Baxter – Aye

Joe Hilton – Aye

Motion passed with a 4-0 vote in favor.

Jessica advised **Dan Sedlock's** files do not show records for divorce agreement stipulating payment amounts. **Jessica** requested to table the issue while they search the files

Robert Nilles made a motion to table, seconded by **Joe Hilton**. The following roll call vote was taken:

Robert Nilles – Aye

Randy Baxter – Aye

Dale Baxter – Aye

Joe Hilton – Aye

Motion passed with a 4-0 vote in favor.

Jessica advised Lauterbach & Amen was still in need of 2017-2019 10-99R forms for pensioners.

Randy Baxter requested Lauterbach & Amen contact Roenfeldt and Lockas directly for the information and was provided the contact numbers.

Robert Nilles advised former officer **Randy Leininger's** pension contributions need to be transferred to the Oglesby Police Pension Fund. **Don Harris** and representatives from Lauterbach & Amen agreed the amount was **Randy Leininger's** contribution plus 6%, with the pension board matching the amount. Lauterbach & Amen advised they could assist in calculating the amount and get approval from the board to transfer to Oglesby.

The board will also be contacting former officers **Brendon Hedlund** and **Noah Hill**, who left the police department in the last few years. They will be provided with contribution refund payment forms. The board will contact both via letter to advise them with the form.

Robert Nilles advised he is resigning from the board as of 07/31/21.

The board nominated and voted for board positions for the next term.

Randy Baxter made a motion for **Joe Hilton** to be board president, seconded by **Robert Nilles**. The following roll call vote was taken:

Robert Nilles – Aye

Randy Baxter – Aye

Dale Baxter – Aye

Joe Hilton – Aye

Motion passed with a 4-0 vote in favor.

Joe Hilton made a motion for **Randy Baxter** to be board vice president, seconded by **Dale Baxter**. The following roll call vote was taken:

Robert Nilles – Aye

Randy Baxter – Aye

Dale Baxter – Aye

Joe Hilton – Aye

Motion passed with a 4-0 vote in favor.

Joe Hilton made a motion for **Robert Nilles** to be board secretary until his resignation date. The officer who fills his opening would then become board secretary. The motion was seconded by **Robert Nilles**. The following roll call vote was taken:

Robert Nilles – Aye

Randy Baxter – Aye

Dale Baxter – Aye

Joe Hilton – Aye

Motion passed with a 4-0 vote in favor.

Randy Baxter made a motion for **Dale Baxter** to be board assistant secretary, seconded by **Robert Nilles**. The following roll call vote was taken:

Robert Nilles – Aye

Randy Baxter – Aye

Dale Baxter – Aye

Joe Hilton – Aye

Motion passed with a 4-0 vote in favor.

Robert Nilles advised he will post opening for his position to the active officers.

Motion to Adjourn

Robert Nilles made a motion to adjourn, seconded by **Dale Baxter**. The following roll call vote was taken:

Robert Nilles – Aye

Randy Baxter – Aye

Dale Baxter – Aye

Joe Hilton – Aye

Motion passed with a 4-0 vote in favor.

Adjourned at 10:51 a.m.

Submitted:

A handwritten signature in black ink, appearing to read "J.K. Hilton", with a long, sweeping flourish extending to the right.

Joseph K. Hilton - President