

OTTAWA POLICE PENSION FUND

301 W. Lafayette St., Ottawa, IL. 61350

10/26/2021

Meeting Location – Ottawa Police Department

Members Present

Joe Hilton – President
Eric Ganiere – Board Member
Randy Baxter – Vice President
Brad Bohler – Board Member
Dena Weber – Board Member

Kevin Steward – FNB Trust Department
Brent Roalson – Chief of Police
Mike Cheatham – Captain of Police
Jeff Bangert – Captain of Police
Michael May – Lauterbach & Amen
Michelle Rice – Lauterbach & Amen
Don Harris – City Treasurer
Steve Calcaterra – Board Attorney

Meeting called to order 10:28 a.m.

Public Comment

None

Old Minutes

Old minutes were previously present to the board members electronically. **Eric Ganiere** made a motion to accept the minutes, seconded **Randy Baxter**. By acclamation, the motion carried unanimously.

Board Positions

Motion by **Joe Hilton** to appoint **Eric Ganiere** as secretary, seconded by **Randy Baxter**. The following roll call was taken:

Ayes – Joe Hilton, Randy Baxter, Dena Weber, Eric Ganiere, Brad Bohler

Motion passed 5-0

Motion by **Joe Hilton** to appoint **Dena Weber** as assistant secretary, seconded by **Eric Ganiere**. The following roll call was taken:

Ayes – Joe Hilton, Randy Baxter, Dena Weber, Eric Ganiere, Brad Bohler

Motion passed 5-0

Correspondence

Joe Hilton updated the board on a FOIA request received from Ottawa city attorney **Keith Leigh**. The request was replied to by **Joe Hilton** on 10/26/21.

Joe Hilton received a trustee informational sheet from the IPPFA. It will be completed and submitted via mail.

Financial Report

Joe Hilton updated the board the annual audit was in progress by Roenfeldt & Lockas. **Michael May** from L&A stated Roenfeldt & Lockas had requested information from them for the audit. As of the meeting no issues were known.

There was discussion about obtaining a board debit card for training and other expenses. **Michael May** advised all invoices can be submitted to L&A for reimbursement. The board agreed to continue with L&A handling training payments.

Randy Baxter made a motion to pay the annual IPPFA dues in the amount of \$795, seconded by **Joe Hilton**.

Ayes – Joe Hilton, Randy Baxter, Dena Weber, Eric Ganiere, Brad Bohler
Motion passed 5-0

Eric Ganiere made a motion to reimburse **Randy Baxter** \$275 for his 16 hours of annual training and **Joe Hilton** \$573.13 for his initial trustee training and office supplies. Motion seconded by **Randy Baxter**

Ayes – Joe Hilton, Randy Baxter, Dena Weber, Eric Ganiere, Brad Bohler
Motion passed 5-0

Joe Hilton made a motion to complete the IPOPIF authorized representatives form with **Joe Hilton** and **Eric Ganiere** as the authorized representatives. Motion seconded by **Dena Weber**.

Ayes – Joe Hilton, Randy Baxter, Dena Weber, Eric Ganiere, Brad Bohler
Motion passed 5-0

Form will be submitted to IPOPIF via mail.

Randy Baxter made a motion to appoint **Joe Hilton** as the DOI security administrator representative, seconded by **Eric Ganiere**.

Ayes – Joe Hilton, Randy Baxter, Dena Weber, Eric Ganiere, Brad Bohler
Motion passed 5-0

Form will be submitted to the DOI via email.

Old Business

Joe Hilton addressed the lack of QUILDRO calculation forms for **Al Hite** and **Dan Sedlock**. Board attorney **Steve Calcaterra** advised to send letters to Hite, Sedlock and their ex-wives to have them obtain a calculation order. Attorney Calcaterra advised to provide a deadline for the orders to be submitted.

Joe Hilton updated the board on **Noah Hill** and **Brendon Hedlund** correspondence. Both were mailed letters and forms on how to obtain a refund or transfer their pension money. Copies of the letters were placed in their files.

Joe Hilton updated the board on **Randy Leininger's** pension transfer to Oglesby and over contribution to pension from last check. She was provided a refund on her over contribution. **Michael May** told the board all the pension information had been sent to Oglesby, and it was up to Oglesby to respond when they were ready for the money transfer.

New Business

Michelle Rice from Lauterbach & Amen made a presentation to the board on PSA services offered by Lauterbach & Amen.

Joe Hilton made a motion to engage Lauterbach & Amen for PSA services, seconded by **Randy Baxter**.

Ayes – Joe Hilton, Randy Baxter, Dena Weber, Eric Ganiere, Brad Bohler
Motion passed 5-0

Kevin Steward updated the board on with his financial report. As of 09/30/21, the fund had assets of \$28,997,944.49 total.

The board discussed the application of 6% interest on people not current on pension contributions. The issue was tabled and to research what other jurisdictions have done in similar situations.

Joe Hilton advised the board had received an application for a duty-related disability from **David Hollowell** on 10/12/21.

Joe Hilton made a motion for board attorney **Steve Calcaterra** to begin the process for **David Hollowell's** disability application as representative of the board. The motion is to also approve associated expenses for the process. Motion was seconded by **Eric Ganiere**.

Ayes – Joe Hilton, Randy Baxter, Dena Weber, Eric Ganiere, Brad Bohler

Motion passed 5-0

Joe Hilton discussed setting dates for meetings for 2022. After discussing the possible dates with Lauterbach & Amen with the new PSA services, dates will be sent out at a later date.

Joe Hilton advised no one on the board can complete the open meetings act training due to the training site being down since the beginning of the year. It would be noted in the minutes to document the inability to complete the training.

Dena Weber made a motion for **Joe Hilton** to be FOIA officer, seconded by **Randy Baxter**.

Ayes – Joe Hilton, Randy Baxter, Dena Weber, Eric Ganiere, Brad Bohler

Motion passed 5-0

Randy Baxter mentioned to the board about obtaining insurance for the board. The insurance will be investigated for future a meeting to discuss.

Eric Ganiere made a motion to adjourn at 11:38 a.m. Motion carried by acclamation

Submitted:



Joseph K. Hilton, President