

City of Ypsilanti Fire & Police Retirement Board
Minutes of Meeting: Monday, April 17, 2017
10:30 A.M.

This meeting is being recorded for Retirement Board purposes only. The tape will be used solely for a purpose of preparing written Minutes of today's proceedings and in no way replaces the official written record. The tape will be erased upon approval of the Minutes at the next regularly scheduled meeting.

President Don Pearson called the meeting to order at 10:36 am in the Council Chambers at City Hall, located at One S. Huron Street, Ypsilanti, MI 48197.

ROLL CALL

President Don Pearson
Secretary Deric Gress (Absent)
City Treasurer Kimberly Teamer (Absent)

Trustee Patrick Quinn
Trustee Richard Barnabo

ALSO PRESENT -

Robert Diskin, Financial Consultant
Tom Michaud, Attorney
Marilou Uy, Director of Fiscal Services
Rheagan Basabica, CPA, Finance Department
Fire Captain, Dan Cain
Fire Lieutenant, Mike Kouba
Firefighter, Fred Williams III
Sammone Dixon, Board Assistant

APPROVAL OF THE AGENDA- President Don Pearson requested to amend the Agenda in the following areas:

- Under Payment Resolutions, all statements should begin with "Approve payment to."
- Under Old Business, remove the following items: approved motion and approved RES 2017-10. These items have been approved and stated in the February 13, 2017 minutes.

The Agenda for April 17, 2017 was approved after the previous stated amendments were made. **(Quinn/Barnabo)**

RES 2017-11 APPROVAL OF MINUTES OF February 13, 2017 MEETING. Attorney Tom Michaud offered an amendment to the minutes by adding, "for such period of time and to accept the opinion of legal counsel in its memo of February 13, 2017" to the motion stated below:

MOTION: Trustee Richard Barnabo offered and City Treasurer Kimberly Teamer supported the Board's recognition of individuals who were command officers serving between the period of 7/1/2012 to 6/1/2014 will have a 2.25 % multiplier *for such period of time and to accept the opinion of legal counsel in its memo of February 13, 2017.*
APPROVED

The February 13, 2017 meeting minutes were approved after the previous stated amendment was made. **(Quinn/Barnabo)**

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AUDIENCE PARTICIPATION – Fire and Police Retirement System Budget Presentation by Marilou Uy (City of Ypsilanti—Director of Fiscal Services) and Rheagan Basabica (City of Ypsilanti—General Accountant II). Marilou and Rheagan presented the Fire and Police Pension Board Amended Budget for 2016-17 and 2017-18.

Trustee Quinn offered and Trustee Barnabo supported a motion to approve the Fire and Police Retirement Board Amended Budget for 2016-17 and the Fire and Police Retirement Board Amended Budget for 2017-18 as presented by the Fiscal Department. **APPROVED**

PRESIDENT’S REPORT (PEARSON) – Pearson expressed gratitude to the Board and Board Assistant for efficiently organizing and keeping him informed while absent.

CORRESPONDENCE (GRESS) – Absent, no report.

FINANCIAL REPORT (DISKIN) – Diskin provided the Fiscal YTD and Calendar YTD manager update for all financial managers.

LEGAL REPORT (MICHAUD) – Michaud offered insight on upcoming bill proposals regarding healthcare and pension reforms.

PAYMENT RESOLUTIONS

- A. RES 2016-59 Approved payment to Board Trustee, Patrick Quinn for Kathleen Campbell’s Retirement luncheon held on February 13, 2017 at Haab’s Restaurant in the amount of \$103.57. **(Barnabo/Pearson)**
- B. RES 2017-12 Approved payment to City of Ypsilanti for Invoice #201703172523 for Fire and Police Administrative Contract 2016-2017 in the amount of \$29, 285.94. **(Quinn/Pearson)**
- C. RES-2017-13 Approved payment to Gabriel, Roeder, Smith & Company for Invoice #428814 regular actuarial and consulting services for the calendar quarter ended March 31, 2017 in the amount of \$2,200.00. **(Quinn/Pearson)**
- D. RES 2017-14 Approved payment to Sammone N. Dixon, Board Assistant, for services rendered for the period of 2/13/17-4/13/17 in the amount of \$1,015.00. **(Quinn/Pearson)**

OLD BUSINESS

Board Assistant, Sammone Dixon confirmed receiving retiree verifications via mail.

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NEW BUSINESS

RES 2017-15 Re: Kelsey M. Morrison – Refund of Accumulated Contributions (**Barnabo/Quinn**)

WHEREAS, the Board of Trustees is in receipt of a request from Kelsey M. Morrison requesting refund of her accumulated contributions to the City of Ypsilanti Fire and Police Retirement System; and

WHEREAS terminated service with the Ypsilanti Police Department effective October 10, 2014 at which time she had 3 months, 3 weeks of service credit from her hire date of June 19, 2014.

WHEREAS, the Board has discussed this matter, therefore be it

RESOLVED, that the Board of Trustees hereby approves the request of Ms. Morrison to refund accumulated contributions of \$653.33 with no interest, and further

RESOLVED, that payment in the total amount of \$653.33 be made to Ms. Morrison consistent with Retirement System provisions and this resolution, and further

RESOLVED, that payment is subject to verification of correct contribution and interest amounts and prior to withdrawals, if any, and further

RESOLVED, that a copy of this resolution shall be forwarded to Ms. Morrison.

RES 2017-16 Re: Jeremy Taite – Refund of Accumulated Contributions (**Barnabo/Quinn**)

WHEREAS, the Board of Trustees is in receipt of a request from Jeremy Taite requesting refund of his accumulated contributions to the City of Ypsilanti Fire and Police Retirement System; and

WHEREAS terminated service with the Ypsilanti Police Department effective April 6, 2017 at which time he had 1 year, 4 weeks, 2 days of service credit from his hire date of March 7, 2016.

WHEREAS, the Board has discussed this matter, therefore be it

RESOLVED, that the Board of Trustees hereby approves the request of Mr. Taite to refund accumulated contributions of \$2,389.34 with no interest, and further

RESOLVED, that payment in the total amount of \$2,389.34 be made to Mr. Taite consistent with Retirement System provisions and this resolution, and further

RESOLVED, that payment is subject to verification of correct contribution and interest amounts and prior to withdrawals, if any, and further

RESOLVED, that a copy of this resolution shall be forwarded to Mr. Taite.

Detective Robert Peto—Application for DROP Program **APPROVED**

MOTION: Trustee Quinn offered and Trustee Barnabo supported to receive and approve City of Ypsilanti **Police Detective, Robert Louis Peto's** application for the Deferred Retirement Option Plan (DROP) effective June 30, 2017 and shall not exceed five (5) years terminating on June 30, 2022. The Finance Department is directed to provide necessary information to the Actuary to make the calculations. **APPROVED**

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*Detective Annette Coppock— Application for DROP Program **APPROVED***

MOTION: Trustee Quinn offered and Trustee Barnabo supported to receive and approve City of Ypsilanti **Police Detective, Annette Marie Coppock's** application for the Deferred Retirement Option Plan (DROP) effective June 29, 2017 and shall not exceed five (5) years terminating on June 29, 2022. The Finance Department is directed to provide necessary information to the Actuary to make the calculations. **APPROVED**

RES 2017-17 Re: Ralph Crawford – YFD Retiree Death **(Barnabo/Quinn)**

WHEREAS, the Board of Trustees is vested with the authority and fiduciary responsibility for the administration, management and operation of the Retirement System, and

WHEREAS, the Board of Trustees has been advised that Retiree Ralph Crawford died March 27, 2017, and

WHEREAS, upon his retirement, Ralph Crawford selected a retirement pension benefit which provided a pension payable throughout the member's life with surviving spouse benefits,

WHEREAS, Ralph Crawford's spouse, June Rose Crawford, died one year prior on March 13, 2016 and therefore be it

RESOLVED, that the Board of Trustees wishes to express its condolences to the family and friends of Ralph Crawford, and further

RESOLVED, that the Board of Trustees hereby directs that no further pension benefits be paid, and further

RESOLVED, that a copy of this resolution shall be forwarded to the City Finance Department.

RES 2017-18 Application for Retirement Benefits and Election of DROP Account Distributions for Fire Cpt. Dain Cain **(Barnabo/Quinn)**

WHEREAS, Capt. Daniel Cain is a participant in the Deferred Retirement Option Plan ("DROP"), effective April 27, 2012, and

WHEREAS, at the time of DROP participation, Capt. Daniel Cain had 24 years, 6 months, and 1 day of service credit and met all the requirements for participation in the DROP as established in Act 345 and the applicable collective bargaining agreement, and

WHEREAS, Capt. Daniel Cain was provided all the necessary reports and elected a Regular form of retirement benefit, and

WHEREAS, Capt. Daniel Cain submitted an application for a service retirement to the Board of Trustees requesting an effective retirement date of April 27, 2017, and

WHEREAS, Capt. Daniel Cain elected the annuity withdrawal option under the provisions of the Retirement System and collective bargaining agreement, and

WHEREAS, Capt. Daniel Cain has elected to receive a DROP Account distribution in the amount of \$348,055.09 effective, April 27, 2017, and

WHEREAS, the Board of Trustees is in receipt of all the necessary personal and financial data, including documentation of birth and marriage, and the Board's actuary has completed all

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necessary reports regarding the benefits calculations, the Board of Trustees has verified that Capt. Daniel Cain meets all the requirements for a service retirement, therefore be it RESOLVED, that the Board of Trustees hereby grants the service retirement of Capt. Daniel Cain effective April 27, 2017, and further RESOLVED, that Capt. Daniel Cain shall receive an annual pension benefit of \$62,787.12, effective April 27, 2017, and further RESOLVED, that Capt. Daniel Cain shall receive a DROP Account distribution in the amount of \$348, 055.09 effective April 27, 2017 and 100% of Capt. Daniel Cain's DROP Account distribution to be rolled over to his MASS MUTUAL account, and further RESOLVED, that the benefits be paid consistent with the foregoing and that a copy of this resolution shall be forwarded to Capt. Daniel Cain, the Personnel Administrator, the Finance Director, and the City Clerk.

RES 2017-19 Application for Retirement Benefits and Election of DROP Account Distributions for Fire Lt. Michael Kouba (**Barnabo/Quinn**)

WHEREAS, Lt. Michael Kouba is a participant in the Deferred Retirement Option Plan ("DROP"), effective April 27, 2012, and
WHEREAS, at the time of DROP participation, Lt. Michael Kouba had 24 years, 6 months, and 1 day of service credit and met all the requirements for participation in the DROP as established in Act 345 and the applicable collective bargaining agreement, and
WHEREAS, Lt. Michael Kouba was provided all the necessary reports and elected a Regular form of retirement benefit, and
WHEREAS, Lt. Michael Kouba submitted an application for a service retirement to the Board of Trustees requesting an effective retirement date of April 27, 2017, and
WHEREAS, Lt. Michael Kouba elected the annuity withdrawal option under the provisions of the Retirement System and collective bargaining agreement, and
[WHEREAS, Lt. Michael Kouba has elected to receive a DROP Account distribution in the amount of \$298,701.41 effective, April 27, 2017, and
WHEREAS, the Board of Trustees acknowledges the Domestic Relations Order, dated April 30, 2009, wherein Melissa Elaine Mullins, the Alternate Payee, is awarded certain rights to the benefits of Lt. Michael Kouba, and
WHEREAS, the Board of Trustees is in receipt of all the necessary personal and financial data, including documentation of birth and marriage, and the Board's actuary has completed all necessary reports regarding the benefits calculations, the Board of Trustees has verified that Lt. Michael Kouba meets all the requirements for a service retirement, therefore be it
RESOLVED, that the Board of Trustees hereby grants the service retirement of Lt. Michael Kouba effective April 27, 2017, and further
RESOLVED, that Lt. Michael Kouba shall receive an annual pension benefit of \$49,726.56, effective April 27, 2017, and further
RESOLVED, that the Board of Trustees shall pay benefits in accordance with the Domestic Relations Order, dated April 30, 2009, and further

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RESOLVED, that Melissa Elaine Mullins, the Alternate Payee shall receive a bi-weekly monthly benefit of \$159.88 from Michael Kouba's Annual Pension effective April 27, 2017, and further RESOLVED, that Lt. Michael Kouba shall receive a DROP Account distribution in the amount of \$298,701.41 effective April 27, 2017 and 100% of Lt. Michael Kouba's DROP Account distribution to be rolled over to his MASS MUTUAL account, and further RESOLVED that the Domestic Relations Order dated April 30, 2009, between Lt. Michael Kouba and Melissa Elaine Mullins, the Alternate Payee, provides that Melissa Elaine Mullins, the Alternate Payee is not entitled to a share of Lt. Michael Kouba's DROP Account benefits, and further RESOLVED, that the benefits be paid consistent with the foregoing and that a copy of this resolution shall be forwarded to Lt. Michael Kouba, Melissa Elaine Mullins, the Alternate Payee, the Personnel Administrator, the Finance Director, and City Clerk.

ADJOURNMENT

MOTION: Trustee Richard Barnabo offered and Trustee Don Pearson supported a motion to adjourn the meeting at 11:31 am.

Adjourned 11:31 am.

Next Scheduled Meeting:
Monday, June 19, 2017
City of Ypsilanti: City Hall
1 S. Huron, Ypsilanti, MI 48197
9:00 am