

OFFICIAL PROCEEDINGS OF THE BOARD OF TRUSTEES CITY OF LANSING POLICE AND FIRE RETIREMENT SYSTEM

Regular Meeting
Council Conference Room
10th Floor, City Hall
Lansing, MI

August 15, 2017
Tuesday, 8:30 a.m.

Present: Trustees Fabus, Good, Rose, St. Aubin, Wilcox, Wohlfert, Wood– 7.
Absent: Trustee Bernero

Others: Karen E. Williams, Angela Bennett, Finance Department; Attorney Ken Lane, Clark Hill (representing the City Attorney's Office); Brenda Brassington, Eric Weber, Fire Department; Eric Brewer, City Council.

It was moved by Trustee Fabus and supported by Trustee Good to approve the Official Minutes of the Police and Fire Retirement System Board meeting of July 18, 2017.

Adopted by the following vote: 7 – 0.

Secretary's Report.

0 new fire member(s), 0 new police members, 0 reinstatement(s), 1 refund(s), 0 transfers, 0 retired. Total: Active membership: 353. 0 death(s). Refunds made since the last regular meeting amounted to \$74,778.30. Reimbursements to the System year-to-date amount to \$0.00. Retirement allowances paid for the month of July 2017, amounted to \$2,659,089.05. Total retirement checks printed for the P&F System: 732. Total retirement checks printed for both systems: 1643. Domestic relations order received: 0. Domestic relations orders pending: 0. Eligible domestic relations orders certified: 0.

Trustee St. Aubin announced that the Police and Fire Retirement Board would take up Board other business items prior to approval of application for regular age and service retirement.

There were no requests for duty disability or non duty disability.

Karen Williams announced the MAPERS Fall Conference to be held September 17-20. She requested that members contact the Retirement Office to register.

Karen Williams announced that the NCPERS Public Safety Conference will be held October 1-4. She requested that members contact the Retirement Office to register.

Regular Meeting
Council Conference Room
10th Floor, City Hall
Lansing, MI

August 15, 2017
Tuesday, 8:30 a.m.

Page Two

Attorney Lane reported to the Board that the death check vendor, PBI was purchased by the ITM TwentyFirst Companies. Attorney Lane reviewed the notice from PBI and the contract and found no substantive changes.

Attorney Lane reported that the Board investment PGIM Real Estate sent notice of its plans to expand the eligibility for investment within the PRISA fund. There were no changes to the contract or fees. Attorney Lane reported that Asset Consulting Group also reviewed the notice and there was no board action needed.

Attorney Lane also distributed updated City Charter, updated Public Act 314 and other statues for the Trustee Handbook.

Ms. Angela Bennett provided an update on the Sworn Dates for members of the Police and Fire Retirement System. Ms. Bennett reported that Retirement Office staff researched the oaths of offices that are on file with the City Clerk's Office. The preliminary researched revealed that there were missing sworn dates for police officers, with the many of those missing prior to 1996. Ms. Bennett also reported that the firefighters are not generally sworn in until after a city training period, and their oaths of offices do not necessarily coincide with full-time hire dates. Ms. Bennett indicated that human resources and payroll do not have sworn dates included in those files from the Clerk's Office.

The Retirement Office provided information regarding research that indicate the Human Resources records contain original employment notices and change of status to show when a trainee changed classification to police officer 1 or firefighter 1.

Mr. Eric Weber explained the firefighter trainee classification did not begin until 1994. The classification of firefighter I is the designation of a fully trained member that should be paying into the retirement system. Mr. Weber indicated that the member in attendance with him was fully trained when hired but was not sworn until several months later.

Ms. Brassington indicated that she hired in June of 1993 fully trained but did not get sworn until December 1993.

Trustee St. Aubin inquired what would happen if a member paying into the system had never been sworn.

Attorney Lane opined that the Police and Fire Retirement Board is limited to the language in the Retirement Ordinance. Attorney Lane did not believe that the Board had the ability to grandfather members into the system contrary to the Ordinance.

Regular Meeting
Council Conference Room
10th Floor, City Hall
Lansing, MI

August 15, 2017
Tuesday, 8:30 a.m.

Page Three

Trustee. Wood requested that the City Council internal auditor Eric Brewer is included in the ongoing audit for these sworn dates

Trustee Wood offered a suggestion that City Council could consider a limited stipulation with dates certain to address and mitigate the issues found in the audit. Trustee Wood explained the process for City Council consideration.

Mr. Eric Brewer explained the differences between a trainee and requirements that are needed firefighter I.

Trustee Wood requested that Attorney Ken Lan draft language for the Retirement Ordinance that could be used to mitigate the sworn date issue.

Attorney Lane indicated that he would research the Ordinance and the sworn date issue to determine if the suggestion offered by Trustee Wood can be done.

The Police and Retirement Board inquired how the proposed Ordinance change would affect Mr. Guy Pace who had to purchase military time to leave on his August 4 retirement date due to his sworn date being later than his hire date. The Board inquired if Internal Revenue Service regulations would allow the money to be refunded to Mr. Pace.

Trustee St. Aubin noted that Mr. Pace was a certification trainee when he was hired and should not have paid into the system.

It was moved by Trustee Wood and supported by Trustee Wilcox to approve the following application for Regular Age and Service Retirement contingent upon Attorney Lane research if Mr. Pace would be eligible for a refund of his service credit purchase:

Guy Pace, Police Department, age 50, 25 years of service credits, effective August 4, 2017 (with the purchase of 3 months of service credits).

Approved by the following vote: 7 – 0.

Ms. Williams reviewed the quarterly expenses report and the securities lending report for the month of July 31, 2017.

The meeting recessed at 9:26 a.m.

Minutes approved on _____

Angela Bennett, Secretary
Police & Fire Retirement System

Brad St. Aubin, Chairperson
Police & Fire Retirement System