

# 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

January 22, 2019  
Tuesday, 8:30 a.m.

The Board was called to order at 8:36 a.m.

Present: Trustees Fabus, Rose (8:51), C. Wilcox, R. Wilcox, Wohlfert, Wood– 6.  
Absent: Schor

Others: Karen E. Williams, Finance Department; Attorney Joseph Abood; Law Department).

It was moved by Trustee Fabus and supported by Trustee Chris Wilcox to approve the Official Minutes of the Police and Fire Retirement System Board meeting of December 18, 2018.

Adopted by the following vote: 5 – 0.

The Police and Fire Retirement System Board acknowledged the City Council appointment of Carol Wood to the Police and Fire Retirement System Board for 2019.

There were no public comments.

## Secretary's Report.

2 new fire member(s), 0 new police members, 0 reinstatement(s), 0 refund(s), 0 transfers, 2 retired. Total: Active membership: 379. 2 death(s), Mack Hethorn, Fire, died 12/1/2018, age 89, no surviving beneficiary; Jerry L. Mires, Police, died 11/18/2018, age 74, beneficiary to receive to 50%. Refunds made since the last regular meeting amounted to \$0.00. Reimbursements to the System year-to-date amount to \$0.00. Retirement allowances paid for the month of December 2018 amounted to \$2,696,642.24. Total retirement checks printed for the P&F System: 744. Total retirement checks printed for both systems: 1664. Domestic relations order received: 0. Domestic relations orders pending: 0. Eligible domestic relations orders certified: 0.

Trustee Wood inquired if the two new fire members listed had been sworn. She requested that the future secretary's report list that the member is sworn.

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It was moved by Trustee Fabus and supported by Trustee C. Wilcox to approve the following application for Regular Age and Service Retirement:

Norman Naimy, Police Department, 25 years of service credits, age 52, effective February 22, 2019 (Date of Hire: 2/21/1994)

Adopted by the following vote: 5 – 0

Karen Williams reported that the Police Department has requested that Applicant #2019-P0122 be evaluated for Duty Disability retirement based on an injury at work.

Karen Williams reported that the Police and Fire Retirement Board that Applicant #2018-F1009 had been evaluated by the Medical Director. She reported the medical report had been received and forwarded to the disability subcommittee for review.

It was moved by Trustee Wood and supported by Trustee Chris Wilcox to recess the meeting to allow the disability subcommittee to meet.

Adopted by the following vote: 5 -0.

The Police and Fire Retirement System Board recessed the meeting at 8:41 a.m.

The Police and Fire Retirement System Board resumed the meeting at 8:51 a.m.

It was moved by Trustee Chris Wilcox and supported by Trustee Fabus to send applicant #2019-P0122 to be sent to the medical director to be evaluated for duty disability.

Adopted by the following vote: 6 – 0

It was moved by Trustee Chris Wilcox and supported by Trustee Fabus to approve the duty disability for applicant #2018 – F 1009.

Adopted by the following vote: 6 – 0.

There were no requests for non-duty disability retirement.

There were no requests for refunds of accumulated contributions.

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Karen Williams reported that the MAPERS One Day Conference would be held March 1, 2019. Members who wished to attend should contact the Retirement Office to register.

Karen Williams reported that Trustee Schor had contacted the Retirement Office to notify the Board that he would not be able to attend the January meeting.

Attorney Joseph Abood reported to the Police and Fire Retirement System Board budget can updated with final numbers and could be tabled until the next meeting.

Trustee Wood requested that the item be tabled until more information for the fiscal year is available.

Trustee Rose requested that the retirement office provide the past two years of retirement expenses for Board review at the next meeting.

Karen Williams reported that the Police and Fire rules indicate that officers are elected and subcommittees are confirmed each January.

It was moved by Trustee Wood and supported by Trustee Ryan Wilcox to nominate and approve Eric Wohlfert as chairperson and Thomas Fabus as vice chairperson for the Police and Fire Retirement System Board for 2019.

Adopted by the following vote: 6 – 0.

The Police and Fire Retirement System confirmed the following 2019 subcommittees:

Disability: Fabus, C. Wilcox, Wohlfert

Investment: Rose, C. Wilcox, Wohlfert, Wood

Education: C. Wilcox, R. Wilcox, Wood

Special Projects: R. Wilcox, Wohlfert, Wood, Ex-officio Legal Counsel

Attorney Abood reported that the approved Contract Employee Policy would be available for distribution at the next meeting.

Karen Williams reported that Gabriel Roeder Smith has sent a proposal to update Minute Master. The cost would not exceed \$3,100.

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It was moved by Trustee Wood and supported by Trustee Chris Wilcox to approve \$2,500 for the update of Minute Master.

Trustee Wood noted that if the costs exceeds \$2,500, then Gabriel Roeder Smith should come back to the Board for approval of the amount above what has been allocated.

Adopted by the following vote: 6 – 0.

Karen Williams reviewed the Monthly Investment Report and the Securities Lending Report for the period ending December 31, 2018.

Trustee Wood inquired about the date and amount of the annual City contribution to the Police and Fire Retirement System.

Ms. Williams stated that she would have a memo from the Finance Director at the next meeting.

It was moved by Trustee Chris Wilcox and supported by Trustee Rose to adjourn the Police and Fire Retirement System Board meeting.

Adopted by the following vote: 6 – 0.

The meeting adjourned at 9:07 am.

Minutes approved on \_\_\_\_\_

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Angela Bennett, Secretary  
Police & Fire Retirement System

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Eric P. Wohlfert, Chairperson  
Police & Fire Retirement System