



**VERNON HILLS POLICE PENSION FUND**  
290 Evergreen Drive, Vernon Hills, Illinois | 847-362-4449

Mark Sosnoski	Jeff Cielak	Chris Buhrmester	Mark Peterson	Todd Renihan
President	Vice President	Secretary	Assistant Secretary	Trustee

**MINUTES OF A REGULAR MEETING OF THE VERNON HILLS POLICE  
PENSION FUND BOARD OF TRUSTEES  
FEBRUARY 6, 2020**

A regular meeting of the Vernon Hills Police Pension Fund Board of Trustees was held on Thursday, February 6, 2020 at 10:00 a.m. at the Vernon Hills Village Hall located at 290 Evergreen Drive, Vernon Hills, Illinois 60061, pursuant to notice.

**CALL TO ORDER:** Trustee Sosnoski called the meeting to order at 10:00 a.m.

**ROLL CALL:**

**PRESENT:** Trustees Mark Sosnoski, Jeff Cielak, Todd Renihan, Chris Buhrmester and Mark Peterson

**ABSENT:** None

**ALSO PRESENT:** Ed McKee, Village of Vernon Hills; Keri O'Brien and Trinette Gardner, Lauterbach & Amen, LLP (L&A); Attorney Ericka Thomas, Ottosen DiNolfo; Mary Tomanek, Graystone Consulting

**PUBLIC COMMENT:** There was no public comment.

**ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP:** *Monthly Financial Report and Presentation and Approval of Bills:* The Board reviewed the Monthly Financial Report for the eight-month period ending December 31, 2019 prepared by L&A. As of December 31, 2019, the net position held in trust for pension benefits is \$55,027,536.27 for a change in position of \$4,590,769.17. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report, Payroll Journal and the Vendor Check Report for the period October 1, 2019 through December 31, 2019 for total disbursements of \$162,150.03. A motion was made by Trustee Peterson and seconded by Trustee Cielak to accept the Monthly Financial Report as presented and to approve the disbursements shown on the Vendor Check Report in the amount of \$162,150.03. Motion carried by roll call vote.

**AYES:** Trustees Peterson, Cielak, Renihan, Buhrmester and Sosnoski

**NAYS:** None

**ABSENT:** None

*Additional Bills, if any:* There were no additional bills presented for approval.

**APPROVAL OF MEETING MINUTES:** *November 7, 2019 Regular Meeting:* The Board reviewed the November 7, 2019 regular meeting minutes.

The Board discussed composing a public statement reiterating that the Vernon Hills Police Pension Fund opposes the Pension Consolidation Act and concluded that further discussion will be required in order to determine an appropriate venue.

A motion was made by Trustee Sosnoski and seconded by Trustee Peterson to approve the November 7, 2019 regular meeting minutes with an amendment to the investment reports current asset allocation as discussed by the Board. Motion carried by roll call vote.

AYES: Trustees Peterson, Cielak, Renihan, Buhrmester and Sosnoski  
NAYS: None  
ABSENT: None

*Semi-Annual Review of Closed Session Meeting Minutes:* This item was not discussed.

**INVESTMENT REPORT – GRAYSTONE CONSULTING:** *Quarterly Performance Review:* Ms. Tomanek presented the Quarterly Performance Review for the period ending December 31, 2019. As of December 31, 2019, the quarter-to-date net return is 5.10% and the ending market value is \$55,118,302. The current asset allocation is as follows: fixed income at 34.3% and equities at 65.7%. All questions were answered by Ms. Tomanek.

*Purchase and/or Sale of Securities:* Ms. Tomanek apprised the Board that C.S. McKee was acquired by North Square Investments and that Ziegler Capital Management, LLC (ZCM) was acquired by 1251 Capital Partners. Ms. Tomanek confirmed that the acquisitions will not affect the Fund or its' holdings.

*Review/Update Investment Policy:* The Board noted that the Investment Policy will need to be updated to include a provision in compliance with the new Illinois Sustainable Investing Act. A motion was made by Trustee Peterson and seconded by Trustee Cielak directing Graystone Consulting to draft an amended Investment Policy to be reviewed by Attorney Thomas and the Board at the next regular meeting. Motion carried by roll call vote.

AYES: Trustees Peterson, Cielak, Renihan, Buhrmester and Sosnoski  
NAYS: None  
ABSENT: None

**COMMUNICATIONS AND REPORTS:** *Affidavits of Continued Eligibility:* L&A informed the Board that due to recently implemented requirements mandated by the IDOI, spousal data will be necessary in order to file the IDOI Annual Statement. L&A recommended issuing Affidavits of Continued Eligibility to all pensioners with the April payroll cycle, to coincide with the fiscal year-end and ensure adequate time to compile the necessary data. A motion was made by Trustee Sosnoski and seconded by Trustee Cielak to authorize L&A to issue Affidavits of Continued Eligibility to all pensioners with the April payroll cycle. Motion carried by roll call vote.

AYES: Trustees Peterson, Cielak, Renihan, Buhrmester and Sosnoski  
NAYS: None  
ABSENT: None

*2020 IRS Mileage Rate:* The Board noted that the IRS standard business mileage rate used for reimbursement decreased to \$0.575 per mile effective January 1, 2020.

*Statements of Economic Interest:* The Board was reminded that the Statements of Economic Interest are due by May 1, 2019.

**APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM THE PENSION FUND:** There were no applications for membership or withdrawals from the Fund.

**APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS:** Attorney Thomas informed the Board that she is in the process of obtaining medical records pertaining to Joseph Reyna's Disability Application. Further discussion will be held at the next regular meeting.

**OLD BUSINESS:** *Contribution Deduction Correction for Career Development:* This item has been tabled until the next regular meeting.

*Portability Update – James Levicki:* The Board noted that the portability calculation request submitted by James Levicki from the Mount Prospect Police Pension Fund to the Vernon Hills Police Pension Fund is currently in process. Further discussion will be held at the next regular meeting.

**NEW BUSINESS:** *Approve Annual Cost of Living Adjustments (COLAs) for Pensioners:* The Board reviewed the 2020 Cost of Living Adjustments (see attached) calculated by L&A. A motion was made by Trustee Sosnoski and seconded by Trustee Renihan to approve the 2020 Cost of Living Adjustments as required by statute and calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Peterson, Cielak, Renihan, Buhrmester and Sosnoski

NAYS: None

ABSENT: None

*Review Trustee Term Expirations and Election Procedures:* The Board noted that no Trustee positions are up for election this year.

**TRUSTEE TRAINING UPDATES:** The Board reviewed the Trustee Training Summary and discussed upcoming training opportunities. Trustees were reminded to submit any certificates of completion to L&A for recordkeeping.

*Approval of Trustee Training Registration Fees and Reimbursable Expenses:* There were no trustee training registrations or reimbursable expenses presented for approval.

**ATTORNEY'S REPORT – OTTOSEN DINOLFO:** *Legal Updates:* The Board noted that pension consolidation was discussed throughout the meeting and all questions were answered by Attorney Thomas.

*Annual Independent Medical Examination (IME) – James Koch:* Attorney Thomas informed the Board that James Koch will be sent for his annual IME within the next few weeks. Further discussion will be held at the next regular meeting.

The Board noted that Richard Black will be sent for his annual IME pending employment confirmation by the IME physician. Further discussion will be held at the next regular meeting.

The Board requested Attorney Thomas arrange three independent medical examinations for Joseph Reyna once previously records have been received. Further discussion will be held at the next regular meeting.

*Annual Independent Medical Examination (IME) – Mark Sosnoski:* The Board noted that Mark Sosnoski attended his annual independent medical examination and it was determined that he remains disabled at this time. A motion was made by Trustee Cielak and seconded by Trustee Renihan to continue the

disability benefits of Mark Sosnoski based on a finding that he remains disabled and subject to further annual examinations until age 50. Motion carried by roll call vote.

AYES: Trustees Peterson, Cielak, Renihan and Sosnoski

ABSTAIN: Trustee Sosnoski


NAYS: None

ABSENT: None

**CLOSED SESSION, IF NEEDED:** There was no need for closed session.

**ADJOURNMENT:** A motion was made by Trustee Sosnoski and seconded by Trustee Peterson to adjourn the meeting at 11:22 a.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for May 7, 2020 at 10:00 a.m.

  
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Board President or Secretary

Minutes approved by the Board of Trustees on 10/5/20.

*Minutes prepared by Keri O'Brien, Pension Services Administrator, Lauterbach & Amen, LLP.*