

TAYLOR POLICE & FIRE RETIREMENT BOARD
MAY 11, 2011

The regular meeting of the Taylor Police & Fire Retirement Board was held at the Taylor Fire Department, 23345 Goddard Road, Taylor, Michigan, on Wednesday, May 11, 2011.

Present: Avery, Haydon, Neal, McNamee, Taylor

Also Present: Chris Kuhn of Gray & Company; Jack Timmony, of VanOverbeke, Michaud & Timmony, P.C., legal counsel, Kirk VanDagens of PNC Bank, Donna Terry – Pension Plan Administrator, Denise Jones of Rodwan Consulting Company, Nick Hill, Linda Keacher

Chairman McNamee called the meeting to order at 4:43 P.M.

Motion by Taylor, supported by McNamee.

Resolved: To approve the minutes of the regular meeting of the Board held April 13, 2011.

Unanimously approved.

5.37-11

Motion by Taylor, supported by Avery.

Resolved: To receive and file the following correspondence:

1. Employee contributions received from the City for the Taylor Police & Fire Pension System for February 2011 in the amount of \$58,316.14 and submitted by wire transfer to PNC Bank.
2. Employee contributions received from the City for the Taylor Police & Fire Pension System for March 2011 in the amount of \$49,750.56 and submitted by wire transfer to PNC Bank.

Unanimously approved.

5.38-11

Motion by Taylor, supported by Avery.

Resolved: To receive and file the following correspondence:

1. Letter from David Carella, Director of Finance with Intercontinental Real Estate Corporation with attached capital demand notice for \$1,000,000.00.

2. Letter to PNC Bank dated April 26, 2011 to transfer \$1 MM from the Administrative Account to the Commingled Fund Account and to wire \$1 MM to Intercontinental for purchase of the U.S. Real Estate Investment Fund.
3. Yearly retiree verification letter to Police & Fire retirees dated May 8, 2011.
4. Letter from the City of Taylor dated April 20, 2011 to police employees to be laid-off effective May 1, 2011 (Eric Jones, Gregory Piche, David Jones, Andrew Voelkner, Gina Starzec, Joseph Thivierge, Meggan Kantz, Jeffrey Graves, Nick Hill).
5. Civil Action filed by retiree Kenneth Costella vs. City of Taylor Police & Fire Retirement System and the City of Taylor.
6. Amendment of subscription agreement from U.S. Real Estate Investment Fund, c/o Intercontinental Real Estate Corporation to confirm the increase in the amount of investment to \$4,000,000.00.
7. Letter from Linda Keacher dated April 18, 2011 to the Police & Fire Pension Board.
8. Notice of levy from Internal Revenue Service for Taylor Police & Fire Retirement System retiree.
9. Letter from Gray & Company dated April 29, 2011 reference their revamped disclosure documents to comply with the new Securities and Exchange Commission requirements.

Unanimously approved.

5.39-11

Motion by Taylor, supported by Neal.

Resolved: To approve the retirement of Cmdr. Dan Crowell, Police Department, effective June 11, 2011.

Unanimously approved.

5.40-11

Motion by Taylor, supported by Avery.

Resolved: To pay the following bills:

1. Invoice #1302 from Rodwan Consulting Company for actuarial and consulting services for the Taylor Police & Fire Retirement System for the quarter ending March 31, 2011 in the amount of \$1,855.00.
2. Invoice #004708 from Gray & Company for investment consulting retainer for the Taylor Police & Fire Retirement System for the quarter ending March 31, 2011 in the amount of \$12,017.53.
3. Payment to Donna Terry, Pension Plan Administrator, for pay periods ending April 17, 2011 through May 8, 2011 in the amount of \$2,870.00.

Unanimously approved.

5.41-11

Resolved: Motion by Avery, supported by Taylor.

Resolved: To receive and file letter from Donna Terry, Pension Plan Administrator, advising of her resignation effective July 1, 2011.

5.42-11

Motion by Avery, supported by Neal.

Resolved: To receive and file letter from Meggan Kantz requesting a refund of her pension contributions plus interest due to her layoff from the Taylor Police Department effective May 1, 2011 and to provide her with a IRS 402 notice.

Unanimously approved.

5.43-11

Motion by Taylor, supported by Neal.

Resolved: To have legal counsel prepare an Individual Personal Services Contract for Linda Keacher to be hired as the Pension Plan Administrator.

Unanimously approved.

5.44-11

Denise Jones from Rodwan Consulting passed out copies of the actuarial valuation report for period ending June 30, 2010 and reviewed report with the board members and answered questions.

Motion by Taylor, supported by Avery.

Resolved: To revise the inflation assumption from 5% to 3.5% after discussion with and recommendation of the actuary.

Unanimously approved.

5.45-11

Motion by Taylor, supported by Haydon.

Resolved: To receive and file actuarial report for period ending June 30, 2010 as presented.

Unanimously approved.

5.46-11

Chris Kuhn of Gray & Company passed out the performance report for period ending March 31, 2011 and the market values from PNC Bank as of May 10, 2011 and discussed both.

Motion by Taylor, supported by Avery.

Resolved: To transfer \$1 M from the Fixed Account to the Administrative Account per recommendation of Chris Kuhn of Gray & Company.

Unanimously approved.

5.47-11

Motion by Taylor, supported by Neal.

Resolved: To have legal counsel prepare a letter of denial to the City of Ann Arbor, Human Resources Department, on their F.O.I.A. request since we do not readily have information they are requesting.

Unanimously approved.

5.48-11

Motion by Haydon, supported by Taylor.

Resolved: To direct legal counsel to review the two divorce cases recently received through the Human Resources Department.

Unanimously approved.

5.49-11

Motion by Avery, supported by Neal.

Resolved: To go into closed session at 6:05 P.M. to review matters concerning attorney client privilege.

Unanimously approved.

5.50-11

Motion by Neal, supported by Haydon.

Resolved: To go back into open session at 6:20 P.M.

Unanimously approved.

5.51-11

Jack Timmony, legal counsel, advised the Board that he received a phone call from Kevin Chudler, attorney for Ken Costella, asking if he would receive service for the Board members who had not yet been served. Legal counsel advised there was a pension meeting at 4:30 P.M. and all Board members would be at the meeting.

Motion by Taylor, supported by Avery.

Resolved: That legal counsel does not have the authority to receive service of the lawsuit for the individual Board members.

Unanimously approved.

5.52-11

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Motion by Neal, supported by Taylor.
Resolved: To adjourn the meeting.
Unanimously approved.
5.53-11