



Urbana Fire Department
402 South Vine Street
Urbana, Illinois 61801
(217) 384-2420
FAX (217) 384-2363

URBANA FIRE DEPARTMENT PENSION BOARD OF TRUSTEES
MEETING MINUTES
MARCH 16, 1994

MEMBERS PRESENT: Charles Glenn, Retired Lt., Fire Fighter
Ron Eldridge, Comptroller, City of Urbana
Richard L. Dunn, Acting Chief, Fire Department
Phyllis D. Clark, City Clerk, City of Urbana
Jeffery L. McDuffy, Firefighter, Secretary/Clerk
Ricky P. Rose, Firefighter, Fire Department

MEMBERS ABSENT: Joel S. Neal, Firefighter, Fire Department

The Fire Department Pension Board of Trustees meeting was held on Wednesday, March 16, 1994, in the Urbana City Building. President Glenn called the meeting to order at 10:10 a.m.

MINUTES

The minutes for July 27, 1993 and September 9, 1993, were postponed until the next meeting.

TREASURER'S REPORTS

Chief Dunn moved to approve the treasurer's reports, as amended with date change, dated July 1993, August 1993, September 1993, October 1993, November 1993, December 1993, January 1994 and February 1994. The motion was seconded by F.F. Rose and carried by a voice vote.

A quarterly report will be created by Eldridge and McDuffy before the next meeting.

Ron Eldridge gave a brief summary of the City of Urbana, Illinois, Firemen's Pension Fund Audit Report for the Years Ending June 30, 1993 and 1992. Ron stated the auditors did not find any weaknesses in our accounting procedure.

OLD BUSINESS

Ron Eldridge distributed investment reports sorted by type/institutional. F.F. McDuffy moved to add Rose to the Investment Committee. The motion was seconded by Chief Dunn and carried by a voice vote.



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UFD PENSION BOARD MEETING

March 16, 1994

There was no report on psychological testing (Rose and McDuffy)

NEW BUSINESS

F.F. McDuffy called for discussion of F.F. Dotson's pension application for entrance in the pension fund. Based on a letter from Lee L. Woods, Compliance Officer, Public Pension Division, State of Illinois Department of Insurance, to enforce Section 4-107(b)(1) of the Pension Code could be a violation of the Age Discrimination in Employment Act.

After discussion it was moved by Ron Eldridge to contact the Firm (Cornfield & Feldman) out of Chicago and ask for advise in this matter if the cost is less then \$2,000. The motion was seconded by Rose and carried by a voice vote. McDuffy will contact the Firm.

The State of Illinois does not collect taxes on pension, therefore, the Urbana Pension Board will not withhold state tax for pensioners.

MISCELLANEOUS

Chief Dunn stated that there is no vision requirement for new hires. The Board decided to give Ron Gremore the NFPA Standard to consider incorporating into the City Physical.

There being no other business to come before the Board, F.F. McDuffy moved to adjourn. The motion was seconded by Rose and the meeting adjourned at 11:55 a.m.

Jeffery L. McDuffy
Secretary/Clerk

mja



STATE OF ILLINOIS
DEPARTMENT OF INSURANCE
320 WEST WASHINGTON STREET
SPRINGFIELD, ILLINOIS 62767

December 2, 1993

Mr. Jeff L. McDuffy, Secretary
Urbana Firefighters Pension Fund
402 South Vine Street
Urbana, IL 61801

Dear Mr. McDuffy,

This is in response to your letter of September 14, 1993 regarding the provisions of Section 4-107(b)(1) of the Pension Code. As the Attorney General has indicated the enforcement of this Section could be a violation of the Age Discrimination in Employment Act, the Department's policy on the ADEA and its effect on Section 4-107 is as follows:

The effective date of the ADEA for purposes of Article 4 of the Illinois Pension Code was October 16, 1992. As the law has no retroactive effect, the date of entry for firefighters who were hired on or before October 16, 1992 and denied membership in the pension fund because they were age 35 or older should be October 16, 1992.

If hired after October 16, 1992, the effective date of entry into the pension fund is the date of hire.

We would remind you that all other provisions of Section 4-107 must be followed when accepting new hires in to the Pension Fund.

If we can be of further assistance to you, please contact us.

Very truly yours,

A handwritten signature in cursive script that reads "Lee L. Woods".

Lee L. Woods
Compliance Officer
Public Pension Division

217-782-7542

LLW:lw/URBNF



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URBANA FIRE DEPARTMENT PENSION BOARD OF TRUSTEES
MEETING MINUTES
JUNE 22, 1994

MEMBERS PRESENT: Charles Glenn, Retired Lt., President
Ron Eldridge, Comptroller, City of Urbana
Jeffery L. McDuffy, Firefighter, Secretary/Clerk
Joel S. Neal, Firefighter, Fire Department
Ricky P. Rose, Firefighter, Fire Department

MEMBERS ABSENT: Richard L. Dunn, Acting Chief, Fire Department
Phyllis D. Clark, City Clerk, City of Urbana

The Fire Department Pension Board of Trustees held a Meeting on Wednesday, June 22, 1994, in the Urbana City Building. President Glenn called the meeting to order at 10:10 a.m.

MINUTES

F.F. Neal moved to accept the minutes for July 27, 1993, September 9, 1993 and March 16, 1994. The motion was seconded by F.F. Rose and carried by a voice vote.

TREASURER'S REPORT

F.F. Rose moved to accept the treasurer's reports, as corrected, dated March 1994, April 1994, and May 1994. The motion was seconded by F.F. Neal and carried by a voice vote.

OLD BUSINESS

Ron Eldridge distributes investment reports sorted by type/institutional. Ron stated that the Board has received the first distribution of property tax, and we have approximately \$620,000 to invest. Ron did an Annual Cash Flow Analysis to year 2055. Ron suggested that we invest \$500,000 in a 15-20 year



treasury bill for probably 7.5%. Ron moved to add the following institutions on our list to purchase treasury bills:

Busey Bank
Champaign National Bank
Bank One Champaign-Urbana
First of America Bank-Champaign

The motion was seconded by F.F. Rose and carried by a voice vote.

F.F. Rose stated that he would like to recommend to the Board to accept the City's psychological test results for new hires. After discussion the Board agreed to accept the City's psychological results, and remove this item from the agenda.

F.F. McDuffy stated that the age discrimination court case in Federal court is scheduled to be heard the first part of July, and the ruling will set a precedent for Dotson's pension application to be accepted in the Pension Fund. When the Federal court decision is published, the Board will resume this meeting.

F.F. Neal also stated that there is a bill before the Senate to reenact the firefighters exemption of the ADA, which would put into effect a age limitation for pension and new hire.

NEW BUSINESS

The Board reviewed Jeffrey W. Ballew medical file cover letter from Dr. Main. Dr. Main stated that Jeffrey W. Ballew is in good health and is fit for duty as a firefighter, however, LUMBAR SPINE: There is slight posterior disc space narrowing at 4-5. I see no abnormality.

F.F. Neal moved to accept F.F. Ballew Pension application with the above underlined notation. The motion was seconded by F.F. McDuffy and carried by a voice vote. Ballew's date of hire is 05-01-94.

F.F. McDuffy read Retired Firefighter Tim Harvey's request to adjust his retirement date from 03-05-92 to 08-24-92, to reflect the pay increase of 07-01-92. After discussion, F.F. Rose moved to readjust Harvey's retirement date based on the Worker's Comp. decision, and report the date and amount at the next meeting. The motion was seconded by F.F. Neal and carried by a voice vote.

F.F. Rose moved to accept Assistant Chief Robert L. Pettyjohn's pension application for a regular pension, effective July 23, 1994, 0700 hours. The motion was seconded by F.F. Neal and carried by a voice vote.

ELECTION OF OFFICERS

President Glenn opened the nomination for the 1994-95 Fiscal Year. F.F. McDuffy nominated F.F. Rose for Office of President. The motion was seconded by F.F. Neal. McDuffy moved that the nominations for the Office of President be closed. The motion was seconded by F.F. Neal and carried by a voice vote. A voice vote on the main motion to nominate F. F. Ricky P. Rose for Office of President for 1994/95 Fiscal Year carried unanimously.

F.F. Neal nominated F.F. Jeffery L. McDuffy for Office of Secretary/Clerk. The motion was seconded by F.F. Rose. Charles Glenn moved that the nominations for the Office of Secretary/Clerk be closed. The motion was seconded by F.F. Neal and carried by a voice vote. A voice vote on the main motion to nominate F.F. McDuffy for Office of Secretary/Clerk for 1994/95 Fiscal Year carried unanimously.

F.F. Neal moved to raise the Clerk's salary to \$325 a month, effective 7/1/94. The motion was seconded by Charles Glenn and carried by a voice vote.

F.F. McDuffy reported the results of the General Firefighter's Election held on Tuesday, June 21, 1994. F.F. Joel S. Neal was elected to a 3-year term to the Pension Board; voting aye (11), voting nay (0). His term will expire 6/30/97.

MISCELLANEOUS

F.F. McDuffy reported that F.F. Peggy L. Cook resigned from the Urbana Fire Department on April 26, 1994. The amount of pension contribution returned to her was \$1411.21, less 20% to be sent to the government.

There being no other business to come before the Board, F.F. Rose moved to recess the meeting. The motion was seconded by F.F. Neal and carried by a voice vote, and the meeting was recessed at 11:42 a.m.

Jeffery L. McDuffy
Secretary/Clerk



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URBANA FIRE DEPARTMENT PENSION BOARD OF TRUSTEES
MEETING MINUTES
AUGUST 24, 1994

MEMBERS PRESENT: Ricky P. Rose, Firefighter, President
Jeffery L. McDuffy, Firefighter, Secretary/Clerk
Charles Glenn, Retired Lieutenant
Richard L. Dunn, Acting Fire Chief
Phyllis D. Clark, City Clerk

MEMBERS ABSENT: Ron Eldridge, Comptroller
Joel Scott Neal, Firefighter, Fire Department

The Fire Department Pension Board of Trustees reconvened the June 22, 1994, meeting at 10:00 a.m.

Chief Dunn made a motion to accept F.F. Jimmie Dotson into the Pension Fund based on the letter we received from Cornfield and Feldman, with the possibility of some sort of reduced benefit and him passing the physical. The motion carried by a voice vote.

The meeting adjourned at 10:26 a.m.

Jeffery L. McDuffy
Secretary/Clerk

jlm



8/24/91

PENSION BOARD MEETING CONT.

~~SEPT. 14, 1994~~

MEMBERS PRESENT: RICK ROSE
JEFF MCDUFFY
BUD GLENN
PHYLLIS CLARK
RICHARD DUNN

PRESIDENT ROSE RECONVENED THE MEETING AT 10:00 A.M.

DUNN MADE A MOTION TO ACCEPT JIMMIE DOTSON INTO THE PENSION FUND
BASED ON THE LETTER WE RECIEVED FROM CORNFIELD AND FELDMAN. WITH
THE POSSIBILITY OF SOME SORT OF REDUCED BENEFIT AND HIM PASSING
THE PHYSICAL.

THE MOTION CARRIED BY A VOICE VOTE.

MEETING ADJOINED AT 10:26 A.M.

RESPECTFULLY SUBMITTED

JEFF L. MCDUFFY
SEC/CLERK



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URBANA FIRE DEPARTMENT PENSION BOARD OF TRUSTEES
MEETING MINUTES
SEPTEMBER 14, 1994

MEMBERS PRESENT: Ricky P. Rose, Firefighter, President
Charles Glenn, Retired Lieutenant
Phyllis D. Clark, City Clerk, City of Urbana
Jeffery L. McDuffy, Firefighter, Secretary/Clerk
Joel S. Neal, Firefighter, Fire Department

MEMBERS ABSENT: Richard L. Dunn, Acting Chief, Fire Department
Ron Eldridge, Comptroller, City of Urbana

The Fire Department Pension Board of Trustees held a Meeting on Wednesday, September 14, 1994, in the Urbana City Building. President Rose called the meeting to order at 10:05 a.m.

MINUTES

June 22, 1994, Meeting - Not available for this meeting

TREASURER'S REPORT

F.F. Rose moved to accept the treasurer's report dated June 1994. The motion was seconded by F.F. Neal and carried by a voice vote. President Glenn moved to accept the treasurer's report dated July, 1994, and August, 1994. The motion was seconded by Mrs. Clark and carried by a voice vote.

F.F. McDuffy stated that two (2) CD's will mature in October.

F.F. Neal moved to ask Ron Eldridge to explain the mistake he made in his Annual Cash Flow Analysis to year 2055. The motion was seconded by President Glenn and carried by a voice vote.

OLD BUSINESS

F.F. McDuffy stated that F.F. Dotson's physical examination is scheduled for September 20, 1994, with Dr. Main at Carle Hospital.

F.F. McDuffy reported F.F. Harvey's pension was recalculated to reflect base salary as of July 1, 1993. There was a difference of \$1,101.54.

F.F. McDuffy also reported that Assistant Chief Robert Pettyjohn's Annual Pension is \$31,566.48.



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UFD PENSION BOARD MEETING
SEPTEMBER 14, 1994

NEW BUSINESS

F.F. Neal moved to accept F.F. Ostendorf's Pension request, effective August 31, 1994. The motion was seconded by F.F. McDuffy and carried by a voice vote. F.F. Ostendorf's Annual pension will be \$23,040.02, which is 67.336% of his base salary.

F.F. Rose stated that firefighters in the National Guard take unpaid time off for up to thirty (30) days per year. If they don't pay the pension contribution for these days, they must work over twenty (20) years to get full benefits. A letter will be drafted to firefighters who are in the National Guard.

There being no other business to come before the Board, President Rose moved to adjourn. The motion was seconded by F.F. McDuffy and carried by a voice vote, and the meeting adjourned at 11:20 a.m.

Jeffery L. McDuffy
Secretary/Clerk

mja



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URBANA FIRE DEPARTMENT PENSION BOARD OF TRUSTEES
MEETING MINUTES
NOVEMBER 10, 1994

MEMBERS PRESENT: Ricky P. Rose, Firefighter, President
Charles Glenn, Retired Lieutenant
Jeffery L. McDuffy, Firefighter, Secretary/Clerk
Ron Eldridge, Comptroller
Richard L. Dunn, Acting Chief, Fire Department

MEMBERS ABSENT: Phyllis D. Clark, City Clerk, City of Urbana
Joel S. Neal, Firefighter, Fire Department

The Fire Department Pension Board of Trustees held a Meeting on Thursday, November 10, 1994, in the Urbana City Building. President Rose called the meeting to order at 10:12 a.m.

President Rose brought to the Board the final decision on Jimmie Dotson application into the fund. Rose presented Dotson's physical results from Carle.

Ron Eldridge asked if he has to pay interest on his make up contribution. The Board agreed that since the Board delayed the proceed in order to comply with the law, the interest would be waived.

McDuffy made the motion to accept Dotson, seconded by Glenn. Rose amended the motion to say after he pays his make contribution. Motion was carried by a voice vote.

Dotson's date of hire is June 16, 1993.

Retirement application for Dan Harmon was approved at \$24,613.48 annually.

Convention expenses were discussed, the Board will pay actual expenses plus 28.5 cents a mile. The City's travel form will be used.

Eldridge gave an audit report and a report on how the fund did for the year. The fund grew by \$897,336 to \$12,907,527.

McDuffy suggested to add Oppenhimer to the list of companies we solicit bids from for investments, Eldridge agreed.



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UFD PENSION BOARD MEETING
NOVEMBER 10, 1994

Rose asked Eldridge for an explanation for the shortfall in our cash for July and August. Ron explained that he was a little aggressive in investing. Several items not coming together at the right time caused the shortfall. End result, the situation is fully taken care of.

Meeting adjourned at 11:03

Jeffery L. McDuffy
Secretary/Clerk

jlm

~~8/17/94~~
11/10/94

PENSION BOARD SPECIAL MEETING

MEMBERS PRESENT: RICK ROSE
 JEFF McDUFFY
 RICHARD DUNN
 BUD GLENN
 RON ELDRIDGE

ALSO PRESENT: JIMMIE DOTSON

PRESIDENT ROSE CALLED THE MEETING TO ORDER AT 10:12 A.M.

PRESIDENT ROSE BROUGHT TO THE BOARD THE FINAL DECISION ON JIMMIE DOTSON APPLICATION INTO THE FUND. ROSE PRESENTED DOTSON'S PHYSICAL RESULTS FROM CARLE.

ELDRIDGE ASKED IF HE HAS TO PAY INTEREST ON HIS MAKE UP CONTRIBUTION. THE BOARD AGREED THAT SINCE THE BOARD DELAYED THE PROCEED IN ORDER TO COMPLY WITH THE LAW, THE INTEREST WOULD BE WAIVED.

McDUFFY MADE THE MOTION TO ACCEPT DOTSON, SECONDED BY GLENN. ROSE AMENDED THE MOTION TO SAY AFTER HE PAYS HIS MAKE CONTRIBUTION. MOTION CARRIED BY A VOICE VOTE.

DOTSON'S DATE OF HIRE IS JUNE 16, 1993.

RETIREMENT APPLICATION FOR DAN HARMON WAS APPROVED AT \$24613.48 ANNUALLY.

CONVENTION EXPENSES WERE DISCUSSED, THE BOARD WILL PAY ACTUAL EXPENSES PLUS 28.5 CENTS A MILE. THE CITY'S TRAVEL FORM WILL BE USED.

ELDRIDGE GAVE AN AUDIT REPORT AND A REPORT ON HOW THE FUND DID FOR THE YEAR. THE FUND GREW BY \$897,336.00 TO \$12,907,527.00.

McDUFFY SUGGESTED TO ADD OPPENHIMER TO THE LIST OF COMPANIES WE SOLICIT BIDS FROM FOR INVESTMENTS, ELDRIDGE AGREED.

ROSE ASKED ELDRIDGE FOR AN EXPLANATION FOR THE SHORTFALL IN OUR CASH FOR JULY AND AUG. RON EXPLAINED THAT HE WAS A LITTLE AGGRESSIVE ON INVESTING. SEVERAL ITEMS NOT COMING TOGETHER AT THE RIGHT TIME THAT CAUSED THE SHORTFALL. END RESULT, THE SITUATION IS FULLY TAKED CARE OF.

MEETING ADJOINED AT 11:03

RESPECTFULLY SUBMITTED

JEFF L. McDUFFY
SEC/CLERK