

Minutes

O & E

April 20, 2016

**Wally Scott, David Cituk, Jack Linton (solicitor), Kaylene Huggins,
Josephina Encarnacion, Lilliana Castillo, Steve Karnat, Vicki Hoffman,
Lester Kissinger Jr**

Call to Order __1:32pm__

- **PRESENTER/GUEST**
 - Guest- Anthony Distasio (Linton Distasio)

- **MINUTES**
 - Approve March 2016 minutes
 - Motion to approve made by Lester Kissinger, 2nd by Vicki Hoffman. (5y/0n)

- **FINANCIAL REPORTS**
 - Wells Fargo Commercial Funds 3/1/16-3/31/16
 - Financial Report for February 29, 2016
 - Russell Investments account review as of 3/31/2016
 - Russell Investments account statements 3/1/2016-3/31/2016
 - Comerica Bank account ending in 8214- 2/1/16-2/29/16
 - Comerica Bank account ending in 8214- 3/1/16-3/31/16
 - Motion to approve made by Vicki Hoffman, 2nd by Lester Kissinger. (5y/0n)

- **BILLS**
 - ADP processing charges period ending 2/28/16- \$230.00
 - ADP processing charges period ending 3/31/16- \$581.38
 - Postal Reimbursement for 3/2016- \$18.72
 - Medical deductions from 1/1/16-3/31/16- \$6,219.64

- 1st QTR Pension Coordinator and PT Pension Assistant salary- \$7,570.80
 - Motion to approve made by Steve Karnat, 2nd by Vicki Hoffman. (5y/0n)

- **CORRESPONDENCE**

- **REFUNDS**

- Justin N. Oleksy separation date 3/17/16

<u>Rollover Amount =</u>		<u>\$1,130.75</u>
<u>LESS 20% TAXES=</u>	-	<u>\$226.15</u>
<u>REFUND AMOUNT=</u>		<u>\$904.60</u>

- Motion to approve made by Vicki Hoffman, 2nd by Steve Karnat. (5y/0n)

- Eron Lloyd separation date 12/1/15

<u>Rollover Amount =</u>		<u>\$6,881.45</u>
<u>LESS 20% TAXES=</u>	-	<u>\$1,376.29</u>
<u>REFUND AMOUNT=</u>		<u>\$5,505.16</u>

The pension office was unable to contact Mr. Lloyd by mail or phone. Mr. Lloyd contacted the pension office and was sent the refund paperwork via e-mail. We have not received any paper work in return.

- Motion to refund Mr. Lloyd's contributions made by Steve Karnat, 2nd by Lester Kissinger. (5y/0n)

- **APPLICATIONS**

- Frank Kasprovicz **retiring as of 3/24/16**

<u>TOTAL MONTHLY=</u>		<u>\$3,156.38</u>
<u>SEMI MONTHLY</u>	<u>-</u>	<u>\$1,579.19</u>
<u>ANNUAL</u>		<u>\$37,876.56</u>

- Motion to approve made by Steve Karnat, 2nd by Lester Kissinger. (5y/0n)

- **OLD BUSINESS**

- Miriam Haring's unclaimed check for the amount of \$577.42 needs to be sent to her. Attached is the resident statement stating 2013 record. It does not appear that the check cleared on her account.

- Motion to reissue the check made by Steve Karnat, 2nd by Vicki Hoffman. (5y/0n)

*Please note on the transmittal that this item was previously taxed back in 2013.

- Upon review of outstanding items on the bank reconciliation, it was noted that many O&E pension payments cleared the police pension checking account. These checks were issued in 2011 and were printed on the police pension checks. The amount to be reimbursed to the police pension fund checking account is \$30,383.29.

- Motion to reimburse the Police Pension checking account made by Lester Kissinger, 2nd by Vicki Hoffman. (5y/0n)

- **NEW BUSINESS**

- A pensioner who was recently rehired; their pension is listed as frozen. Is this legal? Solicitor will provide the board with further information.

- Discussion on PA Case Laws

- **INFORMATION**

- **ADJOURNMENT**

- Motion to adjourn at 2:25pm made by Steve Karnat, 2nd by Vicki Hoffman. (5y/0n)