

MINUTES OF AN OPEN MEETING OF THE PENSION PLAN

BOARD OF TRUSTEES

AND WELFARE BENEFITS PLAN

BOARD OF TRUSTEES

OF THE MONARCH FIRE PROTECTION DISTRICT

OF ST. LOUIS COUNTY, MISSOURI, HELD ON

THURSDAY, OCTOBER 18, 2018

VIRGINIA L. LONG  
Court Reporting Services

314.603.2287

email: [vlong38@yahoo.com](mailto:vlong38@yahoo.com)

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25

A G E N D A

- A. OPEN MEETING --
- B. TO DISCUSS ANY OF THE APPROPRIATE CATEGORIES
  - A. Review of Retirement Plan Performance
  - B. Review of Retirement Plan Provisions
  - C. Review of Retirement Plan Investment Options
- C. NEW BUSINESS:
  - A. End of Year Training
- D. ATTORNEYS REPORT:
  - A. HELPS
- E. OLD BUSINESS
  - A. VEBA
    - I. Tax Issue
    - ii. Document Restatement
  - B. RFP Financial Advisor
- F. CLOSED MEETING
  - A. Closed Meeting to follow
- G. ADJOURNMENT

MINUTES OF AN OPEN MEETING OF THE PENSION PLAN

BOARD OF TRUSTEES

AND WELFARE BENEFITS PLAN

BOARD OF TRUSTEES

OF THE MONARCH FIRE PROTECTION DISTRICT

OF ST. LOUIS COUNTY, MISSOURI, HELD ON

THURSDAY, OCTOBER 18, 2018

Chesterfield, Missouri

October 18, 2018

BE IT REMEMBERED, that the Pension Board of Trustees and the Welfare Benefit Plan (VEBA) Board of Trustees of the Monarch Fire Protection District of Saint Louis County, Chesterfield, Missouri, met at the Administration Building, of said District, 13725 Olive Boulevard, in the City of Chesterfield, County of Saint Louis on Thursday, October 18, 2018 at 6:00 P.M., in a Pension Board of Trustees and a Welfare Benefit Plan (VEBA) Meeting.

At the above time and place there were present the following Officers, Directors and Trustees:

Rick Gans - Director/Trustee & President  
Jean Millner - Director/Trustee & Secretary  
Robin Harris - Director/Trustee  
Adam Stack - Trustee  
Joe Rallo - Trustee

(Con't on page 4)

(Con't from page 3)

Also present:        Jamie Zveitel Kwiatek, Atty.  
                         Michelle DePew, Controller, (by  
Video)

A quorum being present,  
Director/Trustee Gans called the meeting to  
order and announced the Board of Trustees  
meeting to be in session for the transaction of  
any and all business to be brought before it at  
this time.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25

P R O C E E D I N G S

6:00 P.M.

DIRECTOR/TRUSTEE GANS: Call to order the Open Meeting of the Pension Board of Trustees of the Monarch Fire Protection District Board of Directors.

**NOTE:** *Due to unexpected delays with the recording from the Monarch Fire Protection District, the first portion of these Minutes were transcribed by Attorney Kwiatek.*

Attorney Kwiatek reported that Mister Hoskins from National Financial made a report plan regarding the financial performance of the District's retirement plans and VEBA.

Mister Hoskins noted that the market is very volatile and stated that the plans were performing well overall, with US stocks leading the performance and bonds and international stocks not performing well.

Mister Hoskins recommended that no changes in investment options be made.

Under New Business, a discussion was held regarding year end training for the Board Members.

(From notes by Attorney) It was

1 confirmed that DC plans were not intended to be  
2 covered, but no change in the statutory  
3 requirements excluding those plans, as of yet.

4 There's no real penalty for not  
5 doing the full training, other than losing the  
6 right to be on the Board.

7 The Board discussed having a two  
8 hour formal training session with the rest of the  
9 requirement being fulfilled by self-study and  
10 Attorney Kwiatek training.

11 Under the Attorney's Report, the  
12 HELPS Act was discussed and whether or not the  
13 Board wanted to permit HELPS Act withdrawals from  
14 both retirement plans or limit to one plan.

15 National Financial Services can  
16 administer the plans.

17 Discussion continued with respect  
18 to the decision to allow distributions from the  
19 457 and 401 (a) plans for retirees to help them  
20 pay for health insurance<sup>4</sup> as permitted under the  
21 HELPS Act.

22 Financial Services a \$65.00  
23 administrative fee associated with any such  
24 requests.

25 Further discussion regarding

1 compiling a list of retirees was held so someone  
2 could advise the retirees of the decision to  
3 allow these distributions.

4 Director Gans made a motion to  
5 adopt use of the HELPS Act. It was seconded and  
6 adopted by the Board with a vote of five to  
7 nothing.

8 Ms. DePew inquired as to who would  
9 notify the retirees and National Financial agreed  
10 to that responsibility if Monarch would provide  
11 the necessary contact information. They will  
12 also send a sample form for the attorneys review  
13 and notification of the fee that may be sent to  
14 the retirees.

15 The next matter considered by the  
16 Pension Board was sending out the RFP for a  
17 financial advisor.

18 Attorney Kwiatek advised the Board  
19 that she had provided the Board with a draft  
20 proposal and just needed to have the missing  
21 information in the proposal completed.

22 The Board then discussed the draft  
23 proposal.

24 (The following Minutes were recorded by  
25 the Monarch Fire Protection District and

1     transcribed accordingly.)

2                     DIRECTOR/TRUSTEE   GANS:   (first  
3     portion of sentence not recorded) -- the point.

4                     If everyone would turn to, or  
5     recall, the request for proposal version eight,  
6     that Jamie mailed out a few days ago, it -- I --  
7     I went through it and I asked for some  
8     clarifications, a couple of changes, nothing  
9     major, now, so this is the result of that.

10                    The only thing left to add to this  
11     will be the specifics. When it's released there  
12     are some specific information, a number of mutual  
13     funds.

14                    Dates have to be on here. Amount  
15     of holdings. Various details. But they aren't  
16     -- they aren't something that would keep us from  
17     proceeding.

18                    So, does anyone have any questions  
19     or comments about the latest version?

20                    (No response.)

21                    DIRECTOR/TRUSTEE   GANS:   Okay.   I  
22     thought it was well done.

23                    DIRECTOR/TRUSTEE   MILLNER:   Well  
24     done.

25                    DIRECTOR/TRUSTEE   GANS:   Yes.  It's



1     what we're looking for. We look forward to an  
2     active process.

3                     We welcome all who are interested  
4     in participating and this time we're hoping to  
5     actually make a decision and have the opportunity  
6     to -- to make a good choice.

7                     So, I will make a motion to go out  
8     to bid for an Investment Advisor to the  
9     Retirement Plan for employees of the Monarch Fire  
10    Protection District.

11                    The Monarch Fire Protection  
12    District 457 Deferred Compensation Plan and the  
13    Monarch Fire Protection District Welfare Benefit  
14    Plan with a return in 30 days.

15                    Do I hear a second?

16                    TRUSTEE STACK: Just a question  
17    about the 30 days.

18                    DIRECTOR/TRUSTEE GANS: Yes.

19                    TRUSTEE STACK: Is that kind of --  
20    I mean, is there an industry standard, or, --

21                    ATTORNEY KWIATEK: Yeah, 30 days is  
22    fine.

23                    TRUSTEE STACK: Is reasonable?

24                    ATTORNEY KWIATEK: Yeah. If it --  
25    but from the date it goes out, --

1 TRUSTEE STACK: Oh.  
2 ATTORNEY KWIATEK: -- not from  
3 tonight.  
4 TRUSTEE STACK: Right. I mean,  
5 because there's a fair amount --  
6 ATTORNEY KWIATEK: Because they've  
7 got a --  
8 TRUSTEE STACK: -- of what we are  
9 asking.  
10 ATTORNEY KWIATEK: Yeah.  
11 TRUSTEE STACK: Are you --  
12 ATTORNEY KWIATEK: Oh, there's --  
13 TRUSTEE STACK: -- thinking --  
14 ATTORNEY KWIATEK: -- a lot.  
15 TRUSTEE STACK: -- we should go  
16 longer?  
17 ATTORNEY KWIATEK: Pardon me.  
18 TRUSTEE STACK: Correct.  
19 ATTORNEY KWIATEK: Oh, I'll go and  
20 look at some of the others and see how long it's  
21 given.  
22 I don't think that that --  
23 DIRECTOR/TRUSTEE GANS: But we have  
24 to adopt now, though.  
25 ATTORNEY KWIATEK: Okay.

1                   DIRECTOR/TRUSTEE GANS: So, we have  
2 to decide.

3                   DIRECTOR/TRUSTEE HARRIS: Could we  
4 amend it to 60, just -- it gives it a little more  
5 leeway? That's --

6                   DIRECTOR/TRUSTEE GANS: I agree  
7 with you. As I read it, --

8                   ATTORNEY KWIATEK: Right.

9                   DIRECTOR/TRUSTEE GANS: -- it's  
10 gonna take a lot of work. This will be serious  
11 people only that are going to provide this  
12 information.

13                  DIRECTOR/TRUSTEE HARRIS: Right.

14                  DIRECTOR/TRUSTEE GANS: So it will  
15 still --

16                  ATTORNEY KWIATEK: I don't have a  
17 problem giving longer. I certainly wouldn't give  
18 any shorter than that.

19                  Now, if you go out 60 days, you're  
20 talking, you know, probably end of the year.

21                  So you're probably talking the  
22 beginning of January. November. So, I mean,  
23 which is probably good because nobody wants to  
24 deal with it during the holidays anyway.

25                  DIRECTOR/TRUSTEE GANS: Okay. So,

1 the --

2 ATTORNEY KWIATEK: So, --

3 DIRECTOR/TRUSTEE GANS: -- sug-  
4 gestion would be --

5 ATTORNEY KWIATEK: Sixty days.

6 DIRECTOR/TRUSTEE GANS: -- if it  
7 came back by --

8 ATTORNEY KWIATEK: Wait. Or, the  
9 end of the first week in January, maybe?

10 DIRECTOR/TRUSTEE GANS: Okay.

11 ATTORNEY KWIATEK: Assuming we get  
12 all of this done and -- no less than 60 days, --

13 DIRECTOR/TRUSTEE GANS: We will  
14 probably --

15 ATTORNEY KWIATEK: -- or no earlier  
16 than the last day of the first week of January.

17 Does that sound good?

18 DIRECTOR/TRUSTEE GANS: Yeah, we're  
19 gonna want to coincide with -- with our next  
20 meeting, so that will give us an opper -- no,  
21 we're going to do the two hours of training,  
22 though. We're going to need to do that before  
23 the end of the year.

24 And, I don't know, I'm -- I'm think  
25 60 days from now would give us a chance to do

1 both.

2 So, if we're gonna do that, unless  
3 anyone disagrees.

4 And it's not 60 days from today.

5 It's from when it goes out.

6 And we don't have to meet that day.  
7 We'd want to meet shortly thereafter.

8 So that would put us into the  
9 middle of December and piggyback it on a Board  
10 Meeting.

11 So, I will amend my motion to go  
12 out to bid to allow the time period for returning  
13 proposals to be 60 days from the date the request  
14 for proposal -- request for proposals go out.

15 Do I hear a second to the amended  
16 motion?

17 TRUSTEE STACK: Second.

18 DIRECTOR/TRUSTEE GANS: Further  
19 discussion?

20 (No response.)

21 DIRECTOR/TRUSTEE GANS: All in  
22 favor?

23 DIRECTOR/TRUSTEE HARRIS: Aye.

24 TRUSTEE STACK: Aye.

25 TRUSTEE RALLO: Aye.

1 DIRECTOR/TRUSTEE MILLNER: Aye.

2 DIRECTOR/TRUSTEE GANS: Aye.

3 Motion passes five to nothing.

4 ATTORNEY KWIATEK: The one thing  
5 you -- that we will want to consider, too, is  
6 after the pension -- the -- we all meet, is  
7 whether to invite anyone -- you know, if there  
8 are a couple that you are a couple that you are  
9 interested in, a lot of times you invite them in  
10 to do a presentation. An in-person presentation.

11 DIRECTOR/TRUSTEE GANS: And we'll  
12 have an opportunity to do that --

13 ATTORNEY KWIATEK: Yeah.

14 DIRECTOR/TRUSTEE GANS: -- when we  
15 open them. Okay.

16 The tentative agenda for tonight's  
17 meeting includes a Closed session.

18 And, at this time, I make a motion  
19 to go into Closed session pursuant to Missouri  
20 Revised Statutes 610.021, One, Legal Action and  
21 Advice; Three, Personnel Matters; Thirteen,  
22 Personnel Records.

23 Do I hear a second?

24 DIRECTOR/TRUSTEE MILLNER: Second.

25 DIRECTOR/TRUSTEE GANS: All in

1 favor?

2 TRUSTEE STACK: Aye.

3 TRUSTEE RALLO: Aye.

4 DIRECTOR/TRUSTEE MILLNER: Aye.

5 DIRECTOR/TRUSTEE HARRIS: Aye.

6 DIRECTOR/TRUSTEE GANS: Motion  
7 passes.

8 We are off the record and going  
9 into Closed session.

10 We will return back to Open session  
11 and announce any votes if they are taken and  
12 conclude the meeting.

13 (Whereupon, at 6:27 P.M., a Closed  
14 Meeting was held, after which time, at 7:00 P.M.,  
15 the Board returned to the Open Meeting.)

16 DIRECTOR/TRUSTEE GANS: Call back  
17 to -- back to order the Pension Board Meeting of  
18 the Monarch Fire Protection District Board of  
19 Directors.

20 A Closed Meeting was held. No  
21 votes were taken.

22 At this time, we go back into Open  
23 session.

24 We do have item -- we're going to  
25 table item E-I -- sorry. E-A, little one.

1                   We're now going to address E-A  
2     little two, "VEBA Document Restatement."

3                   I will make a motion to authorize  
4     the Pension Boards attorneys to commence work on  
5     restating the VEBA document.

6                   Do I hear a second?

7                   TRUSTEE RALLO:   Second.

8                   DIRECTOR/TRUSTEE GANS: Discussion?  
9                   (No response.)

10                  DIRECTOR/TRUSTEE GANS:   All in  
11     favor?

12                  TRUSTEE STACK:   Aye.

13                  TRUSTEE RALLO:   Aye.

14                  DIRECTOR/TRUSTEE MILLNER:   Aye.

15                  DIRECTOR/TRUSTEE HARRIS:   Aye.

16                  DIRECTOR/TRUSTEE GANS:   Aye.

17                  Motion passes five to nothing.

18                  Is there any other business for the  
19     Pension Board?

20                  MS. LONG: Could you please approve  
21     those last Meeting Minutes?

22                  DIRECTOR/TRUSTEE GANS:   We'll do  
23     that next time.

24                  At this time, I make a motion to  
25     adjourn the Pension Board Meeting of the Monarch



1 Fire Protection District Board of Directors.

2 TRUSTEE RALLO: Second.

3 DIRECTOR/TRUSTEE GANS: Discussion?

4 (No response.)

5 DIRECTOR/TRUSTEE GANS: All in  
6 favor?

7 TRUSTEE STACK: Aye.

8 TRUSTEE RALLO: Aye.

9 DIRECTOR/TRUSTEE MILLNER: Aye.

10 DIRECTOR/TRUSTEE HARRIS: Aye.

11 DIRECTOR/TRUSTEE GANS: Aye.

12 All right. Motion passes. We are  
13 adjourned and off the record.

14 (Whereupon, the meeting was adjourned  
15 at 7:02 P.M. as described above.)

16 (Note: These Minutes have been provided  
17 through notes taken by Attorney  
18 Kwiatek, Virginia L. Long and a brief  
19 recording by the Monarch Fire  
20 Protection District, with transcription  
21 provided by Virginia L. Long.)

22 **REPORTERS NOTE:** (Any and all documents dis-  
23 cussed in this Meeting are attached to the  
24 Meeting Minutes and may be viewed at the Monarch  
Fire Protection District Headquarters.)