

# Eden Prairie Firefighter Relief Association

June 2018 Board of Trustees Meeting

June 28, 2018

Board members in attendance: Collin O'Brien, Tom Wilson, George Esbensen, Travis Dahlke, Travis Jacobs, Sue Kotchevar. Aaron Casper, Mike Luger, Phil Skeie, and Phil Jones were also present.

The regular meeting of the Eden Prairie Firefighter Relief Association (EPFRA) Board of Trustees was called to order by Mr. Wilson at 5:35 PM.

The minutes from the last Board meeting on May 24, 2018 and the minutes from the Annual Meeting on June 14, 2018 were reviewed. A motion to approve the minutes from the May meeting was made by Mr. Esbensen. Mr. Jacobs seconded the motion. The motion to approve the May minutes was approved by unanimous voice vote. A motion to approve the Annual Meeting minutes was made by Mr. Jacobs. Mr. O'Brien seconded the motion. The motion to approve the Annual Meeting minutes was approved by unanimous voice vote.

## **Election of Officers:**

The election of officers for the Board of Trustees was discussed. Mr. Esbensen made a motion to approve a slate of officers as discussed among the board members present. Mr. Wilson seconded this motion. The following slate of officers was elected by unanimous voice vote of the Board:

POSITION	OFFICER
President	Eric Hayes
Vice President	Travis Jacobs
Treasurer	Collin O'Brien
Secretary	Tom Wilson

## **Officer's Reports:**

President: No report

Vice President: No report

Secretary: Now that the 2017 audit is finished the project to have all of the paper records, that are required to be kept on a permanent basis by the EPFRA, stored digitally by Sidekick can proceed. Treasurer:

Accounts

Special Fund	\$102,602.79
General Fund	\$ 8,519.80

Accounts Payable

<b>Special Fund</b>	
Pension Benefits / June 2018	\$ 91,089.34
ADP / payroll processing June 2018	\$ 274.91
Robyn Rowen / Lobbyist	\$ 3,015.75 (final invoice)
Hildi / Actuarial	\$ 988.00
Best and Flanagan / Legal review of bylaws	\$ 525.00
Cliff, Larson, Allen / 2017 Audit	\$ 1900.00
Glenn Toewe / postage costs 1099 forms	\$ 165.06
<b>General Fund</b>	none

Accounts Receivable

<b>Special Fund</b>	
Wells Fargo / July pension benefits	\$91,500.00
Wells Fargo / to cover June accounts payable	\$ 7,000.00
<b>General Fund</b>	
City of Eden Prairie / FF dues	\$ 318.97

Miscellaneous:

Old National acquired Anchor Bank and all of our accounts have been updated.

The 2017 Audit is now complete.

Doug Thies, credited with 19 years of service, became benefit eligible as of June 1, 2018 and has selected the monthly benefit of \$1,064.00.

**Unfinished Business:**

The Omnibus Pension bill was signed into law by Governor Dayton and takes effect July 1, 2018 containing the statewide lump sum increase to a maximum of \$15,000 per year of service and the modified (no less than three years) vesting schedule for firefighters who can collect their benefit and return to active membership in accordance with state statutes specific to Eden Prairie. The Board discussed the process for possible implementation of these items into the bylaws. The Lump Sum Benefit Level Study prepared by Hildi, our Actuary, was reviewed. The study presented scenarios involving a variable percentage of members taking a lump sum and the effect that would have on the estimated required city contribution to fund the plan in 2018 and 2019 (based on two different asset levels of \$20 Million and \$22.5 Million) at a lump sum benefit of \$12,400.00 per year of service.

The active member pension benefits survey results were presented. Approximately 60 percent of the active members of the EPFRA participated in the survey. The results of the study appeared to indicate that about 60 percent of the

current membership would favor a lump sum payment if that benefit was financially equivalent to the monthly benefit.

Before benefits can be increased a new actuarial needs to be completed. The Board discussed having a full actuarial performed this year instead of, or in addition to, what is required by state statute. Mr. Jacobs made a motion to have the Board proceed with a full actuarial for year ending 2018. Ms. Kotchevar seconded the motion. The motion was approved by unanimous voice vote.

The process for bringing amendments to the membership of the EPFRA were discussed. All of the following steps are required: an actuarial with the proposed benefit change needs to be completed; the City Council needs to approve the legislation in the Omnibus Pension bill that applies to the EPFRA and approve a benefit increase for the EPFRA; the Board needs to approve the specific wording of any bylaw change at a board meeting; and then the Board will give written notice (in accordance with the bylaws of the EPFRA) to the membership with the specifics of a special meeting to vote on any bylaw changes. The Board is aiming to have this completed by the end of August 2018.

**New Business:**

The memo from our legal representative at Best and Flanagan containing the recommended changes to the bylaws for the lump sum benefit change and for the return to service after a break in service was presented. Because the potential return to service changes would not impact the required actuarial, discussion of the changes to the return to service after a break language was tabled until the next Board meeting.

A motion to adjourn was made by Mr. Jacobs. Mr. O'Brien seconded the motion. There being no objections the meeting adjourned at 7:10 PM.

The next regular meeting of the EPFRA Board of Trustees will be on July 26, 2018 at 5:00 PM (Wells Fargo will be present prior to the regular meeting of the Board) at our office.

Respectfully submitted,

Tom Wilson  
Secretary of the EPFRA Board of Trustees