

BERKS COUNTY EMPLOYEES' RETIREMENT FUND MINUTES
BERKS COUNTY SERVICES CENTER
COMMISSIONERS' BOARD ROOM
FEBRUARY 13, 2017

The Berks County Retirement Fund Board met in a special session on Monday, February 13, 2017, at 10:00 A.M. in the Boardroom on the 13th floor of the Berks County Services Center, pursuant to due notice to Board members and the public.

Chairman Christian Leinbach called the meeting to order at 10:03 A.M. Attending were Sandra Graffius, Secretary, Dennis Adams, Treasurer and members Kevin Barnhardt and Mark Scott. The following County staff attended: Christine Sadler, Solicitor; Chadwick Schnee, First Assistant Solicitor; Ronald Seaman, Chief Administrative Officer; Robert Patrizio, Chief Financial Officer; Arnel Wetzell, Human Resources Director; Susan Schucker, Human Resources Assistant Director; Suzanne Baer, Pension Coordinator and Grazyna Nykiel, Senior Government Accountant. Also in attendance was special outside Counsel Sarah K. Ivy of McNees, Wallace and Nurick.

APPROVAL OF MINUTES

The minutes of the January 23, 2017 meeting were approved as presented.

PUBLIC COMMENT FROM THE FLOOR

None.

OLD BUSINESS

1. Solicitor Sadler updated the Board on Resolution 2R-2016:
 - a. The Plan Document was presented to the Board in detail by Sarah K. Ivy of McNees, Wallace and Nurick.
 - i. A motion was made by Commissioner Barnhardt, second by Controller Graffius to approve part-time eligibility language, after final approval by the Solicitor's Office, based on a 24 month payback period, to include an opt-out form that will be triggered once 1000 hours of service has been reached. Motion carried.
 - ii. A motion was made by Treasurer Adams, second by Commissioner Barnhardt to approve the change in policy, stating that military leave is not given full-time pension service credit unless the individual returns to employment for County of Berks, effective February 13, 2017. Human Resources will notify any employee going on military leave of the change in policy. Motion carried.
 - iii. A motion was made by Commissioner Scott, second by Commissioner Barnhardt to discontinue the process of paying the member contributions portion during military leave. Those currently on military leave will be grandfathered into the former process. Motion carried.

- b. Report on price proposals for actuary and pension calculations
 - i. A motion was made by Controller Graffius, second by Commissioner Scott, to approve a special committee headed by the Solicitor's office that will explore the differences between the insource and hybrid actuary service models. The committee will clarify the price points of the pension and actuary calculation proposals. The special committee will include the Human Resources director, Controller, Treasurer, Chief Administrative Officer, Chief Financial Officer and the Solicitor's office. Motion carried.

NEW BUSINESS

- 1. A motion was made by Commissioner Scott, second by Controller Graffius, to approve authorization of the employee pension credit request listed below. Motion carried. (5R-2017):
 - a. Lydia J. Singley buying back over 14 years of service time in the amount of \$43,800.51.

AUTHORIZE DISBURSEMENTS

- 1. A motion was made by Commissioner Scott, second by Controller Graffius to authorize the disbursements of annuities and refunds for February, 2017. Motion carried. (6R-2017)

Annuities	1,426,318.09
Refund	<u>110,994.27</u>
Total	<u><u>1,537,312.36</u></u>

- 2. A motion was made by Commissioner Scott, second by Controller Graffius to authorize the disbursement to Reading Eagle for the Legal Notice invoice in the amount of \$46.60 to advertise the Special February Retirement Fund Board meeting. Motion carried. (7R-2017)

COMMENT FROM THE BOARD

Meeting adjourned at 11:45 A.M. and the Board entered into Executive Session which adjourned at 11:57 A.M.

Respectfully Submitted,



Sandy Graffius, Secretary Retirement Fund Board