

**City of Allen Park Employees Retirement System**  
**Regular Meeting Minutes**  
**Wednesday – July 14, 2021**

Trustee Ellen Templin called the meeting to order at 1:05 p.m. Roll Call showed present:

Trustees: Ellen Templin, Jeff Page, Amanda Wertz, William Mehall, Ellen Pfafflin,  
Keith Provost

Also Present: Frank Judd (Board Attorney) and James Wilkewitz (Pension Administrator)  
Carolyn Rains, Gary Salzer (PNC), Carrie Hilgendorf and Jeff Tebeau (GRS)

Amendments to the Agenda – Add H. to Consent Agenda for approval of fiscal 2021-2022 normal fees to GRS in the amount of \$14,800. Production of GASB 67 report fee of \$8,000.00

Motion by: Templin  
Supported by: Wertz

MOTION ADOPTED UNANIMOUSLY 07-14-2021

Motion by: Page  
Supported by: Wertz

Resolved, to approve Consent Agenda

- a. Approve Agenda for July 14, 2021
- b. Approve Minutes for Regular Meeting of May 12, 2021
- c. Approve payment of invoice from James Wilkewitz for Pension Board Administrator services for May 7, 2021 to July 6, 2021 - \$990.00
- d. Approve payment of actuarial fees to Gabriel, Roeder, Smith & Co for benefit calculations for the period of April 1, 2021 to June 30, 2021- \$3010.00
- e. Approve payment to Gabriel, Roeder, Smith & regular actuarial services, including the December 31, 2020 annual actuarial valuation, from July 1, 2020 to June 30, 2021- \$14,650.00
- f. Approve payment to Gabriel, Roeder, Smith & Co for production of the December 31, 2020 GASB 67 report- \$8,000.00
- g. Update of Employer Contributions
- h. Approve normal actuarial and consulting fees for Gabriel Roeder, Smith and Company for the year beginning July 1, 2021 in the amount of \$14,800.00 with the cost of the GASB 67 report of \$8,000.00

MOTION ADOPTED UNANIMOUSLY 07-14-2021

Motion by: Wertz  
Supported by: Page  
Resolved, to accept and approve the 72<sup>nd</sup> Annual Actuarial Valuation Report from Gabriel.  
Roeder, Smith and Company  
Presented by Carrie Hilgendorf and Jeff Tebeau

MOTION ADOPTED UNANIMOUSLY 07-14-2021

Motion by: Page  
Supported by: Provost  
Resolved, to accept and file the GASB 67 and 68 Accounting and Financial Reporting for  
Pensions report prepared by Gabriel, Roeder, Smith and Company dated December 31, 2020  
Presented by Carrie Hilgendorf and Jeff Tebeau

MOTION ADOPTED UNANIMOUSLY 07-14-2021

Motion by: Provost  
Supported by: Page  
Resolved, to accept PNC Institutional Update  
Presented by Carolyn Rains and Gary Salzer

MOTION ADOPTED UNANIMOUSLY 07-14-2021

Motion by: Wertz  
Supported by: Provost  
Resolved to accept the following changes in Fixed Income Portfolio as advised by PNC  
representatives Carolyn Rains and Gary Salzer:

Sell 7% iShares S&P 500 Index Fund (WFSPX)  
Buy 5% WisdomTree US Quality Dividend Growth ETF (DGRW)  
Buy 2% iShares US Infrastructure ETF (IFRA)

Sell 4% PNC Capital Advisors Intermediate Govt/Credit  
Buy 4% Metropolitan West Unconstrained Bond Fund (MWCIX)

MOTION ADOPTED UNANIMOUSLY 07-14-2021

Motion by: Mehall  
Supported by: Page  
Resolved to approve payment of \$200.00 annual renewal fee for Allen Park Employees' Retirement System membership in MAPERS.

MOTION ADOPTED UNANIMOUSLY 07-14-2021

Motion by: Page  
Supported by: Mehall  
Resolved to approve application for renewal of Cyber Liability Insurance with Union Services Agency.

MOTION ADOPTED UNANIMOUSLY 07-14-2021

Motion by: Page  
Supported by: Wertz  
Resolved to approve trustee and administrator attendance and reimbursement for MAPERS Fall Conference, September 18<sup>th</sup> to 21<sup>st</sup> in Bay City MI

MOTION ADOPTED UNANIMOUSLY 07-14-2021

Legal Update from Board Attorney:

Citizen Comments:

Motion by: Page  
Supported by: Wertz  
Resolved to adjourn the meeting at: 2:25 p.m.

MOTION ADOPTED UNANIMOUSLY 07-14-2021

The next Regular Meeting: Wednesday, September 8, 2021 – 1:00p.m.

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James Wilkewitz, Pen. Admin