

**Cortes Fire Protection District  
Pension Board meeting minutes  
October 12, 2011**

**Call to order**

President Nic McDonald was absent from the meeting and Hal Shepherd was appointed the temporary chair for the Pension Board meeting on October 12, 2011. Hal Shepherd called the meeting to order at 7:20 p.m. in the meeting room at Station #1. The roll was taken and the board members present were Jim Bridgewater, Patricia DeGagne-Rule, Keenan Ertel, Kent Lindsay and Hal Shepherd. Administrative assistant Wendy Mimiaga, Asst. Chief Balke and Chief Vandevoorde were also present for the meeting. Nic McDonald was absent and Matt Lindsay arrived later in the meeting during the discussion on old business.

**Approval of the minutes**

The minutes of the meeting held on July 13, 2011 were brought before the board for approval. After reading and review Jim Bridgewater made a motion to approve the minutes, Kent Lindsay seconded. The minutes were approved on the following vote:

Bridgewater	DeGagne-Rule	Ertel	Lindsay, K.	Lindsay, M.	Shepherd	McDonald
yes	yes	yes	yes	absent	yes	absent

**Public Comment**

There was no public comment.

**Correspondence**

There was no correspondence.

**Budget**

There was discussion about the budget and if it would have to be approved at the meeting since the Pension Board only met quarterly and would not meet again until the next year. Also if there had to be a public hearing. Kent Lindsay stated that the Pension budget is a part of the District budget and will be covered at the upcoming public hearing at the next District Board meeting.

It was asked if the pension checks have always been mailed out, or if it had been discussed to do direct deposit. It was requested that a questionnaire be sent out to see if anyone would prefer direct deposit.

## **Administrative assistants report**

Wendy Mimiaga reported the balance in the Edward Jones Investment account was \$1,795,350.22 as of Oct. 7, 2011 with income earned of \$6,158.94 for the month of September with a year to date income earned of \$49,940.90. The balance in the First National Bank account was \$55,789.15. The current interest rate is 0.10% with \$5.13 interest earned for September and a year to date interest earned of \$69.49.

The 2011 Application for State Contribution to the Volunteer Firefighter Pension Fund had been submitted to DOLA. The state contribution has been \$41,791.00 with the district contributing \$149,383.00 last year. It is anticipated to be the same this year.

Keenan Ertel inquired why we put \$149,000 into the pension fund when it is making \$50,000+ per year. Chief Vandevoorde explained that we put 1 mill into the pension fund, but that we could only contribute half a mill as per the state. Next year, 2012, we will have to do an actuarial report to determine what will need to be contributed to remain solvent. Since the fund is doing so well, Keenan Ertel stated that he would like to see us lower the contribution to the pension fund, and put the extra money to work in the department. Kent Lindsay commented that the state contribution is a matching fund and is a percentage based on what the district contributes. If we drop to  $\frac{1}{2}$  or  $\frac{3}{4}$  mills, the matching funds will also be lowered. Chief Vandevoorde mentioned that based on the roster there are two people coming up on ten years that are interested in retiring. There are not too many more twenty year members that will be retiring.

Kent Lindsay commented that if the 1 mill is designated for the pension fund and nothing else, and we reduce it to half, the only thing we would get are the matching funds, and the remaining mills would go away. The tax payer would not have to come up with the extra money. Keenan Ertel asked if we could collect the full mill and use part for the pension fund and part for the department. We will need to find out if we can divert the 1 mill to other uses.

Wendy Mimiaga also reported that a balance sheet had also been included in the board packet, and that this report will be included from now on.

While looking over the budget again, there was some concern about \$1,900 shown as being spent in 2011 for an actuarial report, in a non-actuarial year, and nothing being budgeted for 2012 when the report will need to be done. It was directed by the board to look into this.

## **Old business**

Volunteer requirements – A proposal to establish new requirements for volunteer firefighters that better represent funding provided and time invested. Asst. Chief Balke said that this will help with the B-tone calls. The Chief and the Asst. Chief have proposed to require volunteer firefighters a minimum of 36 hours of training per year with 18 hours in each half of the year, attend 50% of the fire department meetings (there are only 4 per year), and a 20% attendance of fire calls. There was discussion if 20% attendance to fire calls is the right amount, but it is a good place to start. Chief Vandevoorde commented that he would like to re-evaluate at each pension board meeting, but for now he and Asst. Chief Balke will keep track of the response when the B-tone goes off. Asst. Chief Balke also noted that the volunteers can come to the on-shift reserve training when they are off-shift (reserve) and it will count toward their volunteer

training. Keenan Ertel made a motion to accept the 2011 pension requirement proposal effective Jan 1, 2012 as presented to the Board, Kent Lindsay seconded. The motion passed as follows:

Bridgewater	DeGagne-Rule	Ertel	Lindsay, K.	Lindsay, M.	Shepherd	McDonald
yes	yes	yes	yes	yes	yes	absent

**New Business**

There was no new business.

**Adjournment**

Having no further business to come before the board, Keenan Ertel made a motion to adjourn the meeting at 7:58 p.m., Kent Lindsay seconded. The motion passed as follows:

Bridgewater	DeGagne-Rule	Ertel	Lindsay, K	Lindsay, M.	Shepherd	McDonald
Yes	yes	yes	yes	yes	yes	absent

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Nic McDonald – President

Attest:

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Keenan Ertel – Secretary / Treasurer