

**OFFICIAL PROCEEDINGS OF THE BOARD OF  
TRUSTEES  
CITY OF LANSING  
EMPLOYEES' RETIREMENT SYSTEM**

Special Meeting  
Via Zoom Meeting

July 21 2020  
Tuesday, 9:30 a.m.

The Board met in special session and was called to order at 9:30 a.m.

Present: Bahr, Cahill, Dedic, Fox, Kraus, Schor, Spadafore, –7

Absent: Trustee Parker, Sanchez-Gazella (excused)

Others: Karen E. Williams, Human Resources Department; Attorney Aaron Castle, (legal counsel).

Karen Williams read into the minutes the following letter from the Office of Mayor regarding staffing changes.

July 14, 2020  
City of Lansing Employees' Retirement Board  
c/o Ms. Karen Williams  
124 W. Michigan Ave. 8<sup>th</sup> Floor  
Lansing, MI 48909

Dear Board Members:

Please note some of the changes in our staffing and the corresponding effect on your board membership.

I have named Judy Kehler as the new Chief Strategy Officer to fill the spot left by Shelbi Frayer's resignation.

Cheryl Fox will serve as the interim Treasurer and will fill the Treasurer role on the ERS board as required by ordinance.

Jake Brower is the interim finance director and will fill the role of non-voting secretary for the July meeting.

☐ In August, Rob Widigan will come on board as the Finance Director and take the non-voting Secretary spot.

Please let me know if you need further information regarding these positions, or if there are any concerns.

Sincerely,  
Andy Schor  
Mayor

**Employees' Retirement System  
Special Meeting of July 21, 2020  
Page 2**

It was moved by Trustee Spadafore and supported by Trustee Bahr to approve the Official Minutes of the Employees' Retirement System Board Meeting of June 16, 2020.

Adopted by the following vote: unanimous

There were no public comments.

**Secretary's Report:**

1 new member(s), 0 reinstatement(s), 0 refund(s), 0 transfers, 1 retired. Total active membership: 478. Total deferred: 74. 3 death(s) Robert Ayles, (UAW, retired 3/1/1997), died 6/21/2020, age 83, beneficiary to receive 50%; Ruth Cutler (Teamsters, retired 9/23/1987), died 5/17/2020, age 94, no surviving beneficiary; Kenneth Harris (NonBargaining, retired 9/15/1987), died 5/29/2020, age 94. Refunds made since the last regular meeting mounted to \$20,427.17. Retirement allowances paid for the month of June 2020, amounted to \$2,017,067.53. Total retirement checks printed for the ERS System: 944. Total Retirement checks printed for both systems: 1696. Eligible domestic relations orders received: 0. Domestic relations orders pending: 0. Eligible domestic relations orders certified: 0.

It was moved by Trustee Bahr and supported by Trustee Dedic to approve the request for regular age and service retirements:

Michael W. Hayes, (Public Service – UAW), 26 years, 6 months of service credits, age 53, effective July 26, 2020.

Jeffrey Hettich (Public Service – Teamster 243 Supervisory), 18 years of service credits, age 61, effective August 1, 2020.

Richard J. LaMay (Public Service – Teamster 243), 16 years, 9 months of service credits, age 58, effective July 1, 2020.

Adopted by the following roll call vote: Unanimous

There were no requests for duty disability.

There were no requests for non-duty disability.

It was moved by Trustee Bahr and supported by Trustee Spadafore to approve the following requests for refund of accumulated contributions;

D'Artagnan M. Collier, Teamster 243 Supervisory, not vested, \$12,923.61  
Vincente Pino-Marquez, Teamster 243 CTP, not vested, \$1,172.82  
Mary Riley, Executive Management, not vested, \$14,700.26.

Adopted by the following vote: unanimous

**Employees' Retirement System  
Special Meeting of July 21, 2020  
Page 3**

Karen Williams reported that members who wished to attend the MAPERS Fall Conference should contact the Retirement office regarding registrations.

It was moved by Trustee Spadafore and supported by Trustee Dedic to excuse Trustee Parker and Trustee Sanchez-Gazalla from the July Employees' Retirement System.

Adopted by the following vote: unanimous

There were no public comments.

Attorney Aaron Castle provided a legal counsel report regarding other income offsets in response to questions asked by trustees and retirees. Attorney Castle reviewed his opinion that additional income received through an inheritance or federal stimulus packages does not constitute pay or remuneration from a gainful occupation, business or employment, and the Retirement Board is not required to reduce such amounts from disability retirement allowances being paid by the Retirement System.

Attorney Castle provided a copy of the policy that clarifies other income. The policy included, the purpose and definitions. The policy outlined the income verification process, workers' compensation offset and other income offset.

It was moved by Trustee Irene Cahill and supported by Trustee Bahr to adopt the City of Lansing Police and Fire Retirement System Disability Offset policy. .

Attorney Castle reported that new trustee orientation and training was held June 24, 2020. Attorney Castle inquired if the Employees Retirement System wanted to have July 22, 2020 orientation, because most of the new trustees attended the June training. He stated that he would arrange one-to-one orientation with new trustees. Trustee Kraus requested if members can be notified of the sessions as she was interested in attending.

Attorney Castle indicated that the deadline for withdrawals without penalty would be end of the plan year. The amendment to the Retirement Ordinance would need to be made to be plan documents prior to the end of 2020.

Karen Williams reported that she received an Employees' Retirement System ordinance amendment from City Council for the Board's review. The amendment would add a member to the ERS Board of Trustees, who is a Lansing resident and who does not receive retirement benefits from the system.

Trustee Spadafore added that City Council had scheduled a public hearing on July 27 for the ordinance amendment. The amendment would not replace any member on the Board; it would expand the membership to include a City of Lansing resident.

Trustee Schor added that he sent the amendment to City Council for consideration and a council member requested the Employees' Retirement System input. Trustee Schor indicated that his intent was to have a non-system Lansing resident on the Board. He felt that it would add tremendous value to the Board.

Trustee Kraus inquired about what would happen in the future regarding the statewide seat when Trustee Dedic leaves the board.

Trustee Schor indicated that ordinance does not remove that seat, but the council can remove the seat in the future.

Trustee Spadafore indicated that he supports adding a Lansing resident, and keeping the statewide seat for the Board at this time.

It was moved by Trustee Schor and supported by Trustee Bahr to recommend to Council the approval of the Employees Retirement System ordinance amendment to add a member to the Board.

Adopted by the following vote: unanimous

Karen Williams updated the retirement Board that the Trustee Election had been suspended due to Covid-19 virus and the Governor's Stay at home order. Ms. Williams informed members that employees were scheduled to return in August.

Attorney Castle indicated that the ERS Board had suspended its election rules during the Governor's Stay at home policy. Attorney Castle recommended that the election process could proceed and that the Board should vote to re-instate the trustee election policy.

It was moved by Trustee Spadafore and supported by Trustee Bahr to reinstate the election procedures in August.

Adopted by the following vote: unanimous

Karen Williams reviewed the monthly investment report for the month ending June 30, 2020.

It was moved by Trustee Bahr and supported by Trustee Spadafore to adjourn the July Meeting of the Employees' Retirement System Board.

Adopted by the following vote: unanimous

The meeting adjourned at 9:06 a.m.

Minutes approved on \_\_\_\_\_

\_\_\_\_\_  
*Jake Brower, Secretary*  
*Employees' Retirement System*

\_\_\_\_\_  
*Antonia Kraus, Chairperson*  
*Employees' Retirement System*