

SULLIVAN, WARD, ASHER & PATTON, P.C.

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ROBERT E. SULLIVAN, SR. (1922-1998)
DAVID M. TYLER (1930-2002)
RICHARD G. WARD (RETIRED)

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May 14, 2013

Mr. Christopher Crawley
6696 Sadie Lane
Belleville, MI 48111-5256

Mayor Hilliard Hampton, Jr.
26075 Avondale
Inkster, Michigan 48141

Mr. Charles Hines
36750 Parkcrest
Apt. 203
Westland MI 48185

Mr. Barry O'Bryan
6350 Glastonbury
Westland, Michigan 48185

Ms. Jean Overman
26775 Stanford Street
Inkster MI 48141

Re: City of Inkster Policemen and Firemen Retirement System

Dear Trustees:

Enclosed please find a draft of the minutes from the May 2, 2013 meeting along with the proposed agenda for the June 6, 2013 regular meeting at 4:00 p.m.

If you have any questions or comments, please advise.

**SULLIVAN, WARD,
ASHER & PATTON, P.C.**

Cynthia J. Billings

CJB/lak

Enclosure

cc (w/enc.): Treasurer Mark Stuhldreher
cc (w/enc.): Brian Green, Morgan Stanley
cc (w/enc.): Dan Berd, Comerica Bank
cc (w/enc.): Deputy Treasurer Lynn Ellyn
cc (w/enc.): Felicia Rutledge, City Clerk

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**CITY OF INKSTER POLICEMEN AND FIREMEN RETIREMENT SYSTEM
CLOSED SESSION OF THE BOARD OF TRUSTEES**

May 2, 2013

Closed session of the Board of Trustees of the City of Inkster Policemen and Firemen Retirement System held Thursday, May 2, 2013 at 4:35 p.m. in the conference room of the City of Inkster Fire Department.

PRESENT: Trustees O'Bryan, Overman, Hines, Hilliard Hampton and Chairman Crawley

ABSENT: None.

OTHERS PRESENT: Cynthia Billings, Attorney, Sullivan, Ward, Asher & Patton, P.C.,

1. Kevin Smith vs. City of Inkster

Attorney Billings presented the following documents:

- Order Denying Plaintiff's Motion to Disqualify the Allen Bros. Law Firm and Defendant's Response to Plaintiff's Motion to Disqualify Allen Bros.
- Order Denying Plaintiff's Motion to Deem Defendant's Answers to be Admissions
- Plaintiff's Second Response Brief relative to our Motion for Summary Judgment
- Retirement Systems' Motion to Strike Plaintiff's Second Response Brief
- Plaintiff's Response to Retirement Systems' Motion to Strike Plaintiff's Second Brief
- Email from Attorney Henzi to Attorney Guzall regarding discovery issues

Ms. Billings advised that the Court has scheduled a hearing on the Retirement System's Motion to Dismiss for May 8, 2013. Ms. Billings also advised that the Retirement System's fiduciary insurance carrier, Travelers, has their own legal counsel that they use when insurance coverage has been invoked. In this case, the Travelers has assigned this matter to attorney Maurice Jenkins with the law firm of Jackson Lewis. Ms. Billings presented their proposed retainer agreement that Ms. Billings indicated would need to be signed in order for insurance coverage to be invoked. Lastly, Attorney Billings presented a copy of the April 4, 2013 closed session minutes.

The Board reconvened at 4:45 p.m.

**BOARD OF TRUSTEES
CITY OF INKSTER
POLICEMEN AND FIREMEN RETIREMENT SYSTEM MINUTES
May 2, 2013**

The Regular Meeting of the Board of Trustees of the City of Inkster Policemen and Firemen Retirement System was held on Thursday, May 2, 2013, at the Inkster Fire Department, 27717 Michigan Avenue, Inkster, Michigan 48141.

Chairman Christopher Crawley called the meeting to order at 4:05 p.m.

Present on Roll Call: Trustees Jean Overman, Charles Hines, Barry O'Bryan, Hilliard Hampton, Jr. and Chairman Christopher Crawley.

Absent: None.

Others in attendance: Cynthia J. Billings, Esq., Sullivan, Ward, Asher & Patton, P.C., Mark Stulldreher, Treasurer, Brian Green, Graystone Consulting and Jon Cova, Michael Backman.

AMENDMENTS TO AGENDA

None.

PUBLIC COMMENT

None.

CONSENT AGENDA

- A. Approval of Minutes April 4, 2013
- B. Invoice from Loomis Sayles for Investment Management fees 1st Quarter 2013 in the amount of \$5,761.83
- C. Invoice from JD Martin/McMillan Office, Inc. for Investment Management services 1st Quarter 2013 in the amount of \$12,310.93
- D. Invoice from Morgan Stanley/Graystone Consulting for Consulting Services 1st Quarter 2013 in the amount of \$12,397.60
- E. Invoice from Sullivan Ward Asher & Patton, PC for legal services 1st Quarter 2013 in the amount of \$19,830.90

After discussion, it was MOVED by Trustee Hines, seconded by Trustee O'Bryan to approve the Consent Agenda as presented.

Unanimously approved.

OLD BUSINESS

A. Distribution of 2010 and 2011 Summary Annual Report

Attorney Billings advised the Trustees that the Summary Annual Reports had been forwarded on April 30, 2013 to all retirees in the System.

B. Proposed Budget for 2013 Expenditures

Attorney Billings advised this would be presented at the June 2013 meeting for Trustee review and approval.

NEW BUSINESS

A. Request from former member Chris Kososki for deferred vested benefit calculation.

Attorney Billings advised the Trustees that she forwarded this request to the Treasurer for a benefit calculation.

B. Request from Brandon Jousma for contribution withdrawal.

This information has been forwarded to the Treasurer for processing. Once Mr. Jousma submits all required documentation, the Trustees can approve this contribution withdrawal.

C. Christopher Crawley Medical Retirement (Tab 6)

After discussion, it was MOVED by Trustee Hampton, seconded by Trustee O'Bryan to approve Christopher Crawley's medical retirement as negotiated between the City and the Firefighter's union.

Ayes: 4

Abstained: 1 (Trustee Crawley)

REPORTS

A. Treasurer's Report.

None.

B. Morgan Stanley

Mr. Green presented the Performance Measurement Report as of March 31, 2013 for Trustee information, which provided that for the current period as of March 31, 2013 unaudited, Loomis Sayles at 13.81% outperformed the Russell 2500 index of 12.85%. McMillan (fixed

income) at 1.02% outperformed the BC Int Gov't/Cred Index of .26%. The S&P 500 Index ETF at 10.56% trailed the S&P 500 Index at 10.61%. The IShares MSCI EAFE at 5.11% trailed the MSCI EAFE index at 5.23%. The combined account for the quarter at 5.28% outperformed the manager allocation index of 4.80%

C. Legal Counsel Report

Attorney Billings presented a draft ethics policy for Trustee consideration. After discussion, it was MOVED by Trustee O'Bryan, seconded by Trustee Hines to approve the Ethics Policy provided signature pages are added for each Trustee to sign.

Unanimously approved.

Attorney Billings advised the Trustees that she was currently working in the IRS Letter of Determination.

At 4:35 p.m. it was moved to go into closed session to discuss the Kevin Smith vs. City of Inkster et al litigation. Roll call vote:

Trustee Hines:	Aye
Trustee Overman	Aye
Trustee Hampton	Aye
Trustee O'Bryan	Aye
Chairman Crawley	Aye

The Board reconvened at 4:51 P.M.

It was MOVED by Trustee O'Bryan, seconded by Trustee Hines to authorize the Chairman to sign the retainer agreement with Jackson Lewis.

Unanimously approved.

It was MOVED by Trustee Hines, seconded by Trustee O'Bryan to approve the April 24, 2013 closed session minutes as presented.

Unanimously approved.

CORRESPONDENCE

MAPERS Spring Conference June 2 - June 4, 2013 Shanty Creek

After discussion, it was MOVED by Trustee Overman, seconded by Trustee Hines that:

WHEREAS, The Retirement System is subject to Public Act 314 of 1965, as amended, which imposes a fiduciary responsibility and a prudent person standard upon the members of the Board of Trustees; and

WHEREAS, Said statute and applicable case law imposes personal liability upon individual trustees for any breach of fiduciary responsibilities; and

WHEREAS, The MAPERS 2013 Spring Conference, Shanty Creek, Bellaire, Michigan June 2-June 4, 2013 at which many issues applicable to the continued sound administration of the Retirement System will be discussed and information provided by the various professionals participating in this conference and involved in public pension trust fund administration; and

WHEREAS, The Board of Trustees is of the opinion that attendance at said educational conference is in the best interest of the Retirement System, its members, beneficiaries and employer-sponsor;

WHEREAS, Trustee O'Bryan advised the Board that he would like to attend MAPERS, however, due to his work schedule he may only be able to attend one day of classes;

RESOLVED, That any Trustee including Trustee O'Bryan who so desires be authorized to attend the MAPERS 2013 Spring Conference June 2 through June 4, 2013 in Bellaire, Michigan; and

RESOLVED, That any Trustee who attends the MAPERS 2013 Spring Conference, June 2 through June 4, 2013 in Bellaire, Michigan be provided a \$500.00 advance for said conference; and

RESOLVED, That arrangements be made with the Retirement System's custodial bank for the payment of said amounts upon presentation of itemized receipts; and

RESOLVED, That all expense payments be consistent with established policies and procedures.

Unanimously approved.

OTHER BUSINESS

Trustee O'Bryan indicated that he was approached by member Patrick McLaughlin requesting that he be permitted to apply for a duty disability retirement. After discussion, it was determined that Trustee O'Bryan would advise member McLaughlin that he would need to have a letter from his physician stating that he is totally and permanently disabled and at that point in time, he would be sent to the Retirement System's medical authority for evaluation.

NEXT MEETING DATE

Thursday, July 25, 2013 at 4:00 p.m.

ADJOURNMENT

There being no further business to come before the Board, it was MOVED by Trustee O'Bryan, seconded by Trustee Hines to adjourn the meeting at 5:05 P.M.

Respectfully submitted,

Cynthia J. Billings, Recording Secretary

Christopher Crawley, Chairman

**BOARD OF TRUSTEES
CITY OF INKSTER POLICEMEN AND FIREMEN
RETIREMENT SYSTEM AGENDA**

June 6, 2013

**Place: Inkster Fire Department
27717 Michigan Avenue
Inkster, Michigan 48141
4:00 p.m.**

AGENDA

- I. Call meeting to order**
- II. Roll call**
- III. Amendments to Agenda**
- IV. Public Comment**
- V. Consent Agenda (These items may be approved under one motion)**
 - A. Approval of Minutes May 2, 2013**
- VI. Old Business**
- VII. New Business**
- VIII. Reports**
 - A. Treasurer's Report**
 - B. Morgan Stanley**
 - C. Legal Counsel**
- IX. Correspondence**
- X. Other Business**
- XI. Next Meeting Date**

Thursday, July 25, 2013 - 4:00 P.M.
- XII. Adjournment**