

****ACTION MINUTES****

**NOTICE OF MEETING
COOLIDGE FIRE DEPARTMENT
FIREFIGHTER'S PENSION BOARD
THURSDAY, MAY 03, 2018 @ 4:30 PM
COOLIDGE FIRE DEPARTMENT – 103 W. PINKLEY AVENUE
COOLIDGE, ARIZONA, PINAL COUNTY**

CALL TO ORDER – *The meeting was called to order at 4:30 p.m.*

1. Pledge of Allegiance – *President Thompson led in the Pledge of Allegiance.*
2. Roll Call – *Present: Fire Chief Mark Dillon, President Jon Thompson, Board Members Norma Ortiz, Victor Mendoza and Ralph Felix. Board Members Raymond Garcia and Larry Wainscott were absent.*

APPROVAL OF MINUTES

3. Consider approval of the minutes for June 22, 2017. **Discussion and action.**

*****The Board considered approval of the minutes for the June 22, 2017 meeting. There was no discussion. MOTION was made by Board Member Felix to approve the minutes for June 22, 2017. SECOND was made by Board Member Mendoza and passed unanimously.***

OLD/NEW BUSINESS

4. Approve (trustee) designations for the Coolidge Volunteer Fire Department Qualified Pension Plan. **Discussion and action.**

*****Fire Chief Dillon advised the Board of the need to appoint new trustees to the Coolidge Volunteer Fire Department Qualified Pension Plan, and asked Board Member Ortiz to explain who was currently listed and why there was an urgency to appoint new ones. There was discussion. MOTION was made by Board Member Felix to table this item for further review. SECOND was made by Board Member Mendoza and passed unanimously.***

5. Consider approval of transferring excess funds over and above \$5,000 from the Coolidge Volunteer Fire Department Pension Plan Account to the Broadridge Matrix Trust Company. **Discussion and action.**

*****Fire Chief Dillon reviewed the ending balance of the March 2018 Bank Statement for the Coolidge Firefighters Checking Account, and advised of the need to transfer excess funds over and above \$5,000 to the Broadridge Matrix Trust Company for investing purposes. There was discussion. MOTION was made by Board Member Felix to approve of transferring excess funds over and above \$5,000 from the Coolidge Volunteer Fire Department Pension Plan Account to the Broadridge Matrix Company. SECOND was made by Board Member Mendoza and passed unanimously.***

6. Review the monthly report from Broadridge Matrix Trust Company. **Discussion only.**

*****Fire Chief Dillon reviewed the ending balance on the March 2018 Account Statement with Broadridge Matrix Company for the Coolidge Volunteer Fire Department Qualified Pension Plan. This was discussion. NO ACTION WAS TAKEN.***

7. Consider approval of the claims and authorize payments. **Discussion and action.**

*****Board Member Ortiz advised there were no claims to approve or payments to authorize at this time. There was no discussion. NO ACTION WAS TAKEN.***

CALL TO THE BOARD

*****Board Member Ortiz commented on the need to order more checks for the Pension Plan Checking Account, and Fire Chief Dillon advised he would contact Bank of the West.***

*****Board Member Felix advised his 25 years of service with the Fire Department was coming up and although he plans to not resign from his position, his contributions to the Firemen's Pension Plan would need to cease on his 25th year anniversary. Board Member Ortiz advised she would contact Edberg & Perry to confirm what actions would need to be taken.***

*****Board Member Ortiz commented on the recent findings of the Arizona State Retirement System (ASRS) Audit prepared for the City of Coolidge, stating the findings determined that any full-time employee who is currently contributing to ASRS, and, is also employed as a volunteer firefighter in their original capacity.***

CALL TO THE PUBLIC

*****There were no comments made by the public.***

ADJOURNMENT

*****MOTION was made by Board Member Felix to adjourn the meeting at 5:08 p.m. SECOND was made by Board Member Mendoza and passed unanimously.***

THESE ACTION MINUTES WERE PREPARED AND POSTED ON THE CITY'S WEBSITE BY BOARD MEMBER NORMA ORTIZ ON MAY 08, 2018.