

City of Ypsilanti Fire & Police Retirement Board  
**Minutes of Special Meeting: Monday, October 24, 2022**

City of Ypsilanti: City Hall  
1 S. Huron, Ypsilanti, MI 48197

**9:00 am**

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This meeting is being recorded for Retirement Board purposes only. The tape will be used solely for a purpose of preparing written minutes of today's proceedings and in no way replaces the official written record. The tape will be erased upon approval of the minutes at the next regularly scheduled meeting.

Trustee Hopper called the meeting to order at 9:05 am.

**ROLL CALL**

President Patrick Quinn (absent)

City Treasurer Rheagan Basabica

Citizen Trustee Andrew Hopper

ALSO PRESENT:

Jannelle Osborne, Board Assistant

Secretary Lt. Brent Yuchasz

Trustee Chief Clifton Pope

APPROVAL OF THE AGENDA - Trustee Pope offered and Treasurer Basabica supported the motion to approve the agenda. **APPROVED (Pope/Basabica)**

MOTION: APPROVAL OF MINUTES OF August 15, 2022 MEETING - Secretary Yuchasz offered and Trustee Pope supported the motion to approve the August 15, 2022 Meeting Minutes. **APPROVED (Yuchasz/Pope)**

CORRESPONDENCE (Yuchasz) - Board Assistant Osborne presented the correspondence to the board.

**MOTION:** Treasurer Basabica offered and Trustee Pope seconded a motion to receive and file the annual actuarial report and the GASP. **APPROVED (Basabica/Pope)**

PAYMENT RESOLUTIONS

- A. **RES 2022-18** Approve payment to Gabriel, Roeder, Smith, & Company for regular actuarial services for the quarter ending 9/30/22 in the amount of \$2,350.00. **APPROVED (Pope/Yuchasz)**
- B. **RES 2022-19** Approve payment to Gabriel, Roeder, Smith, & Company for preparation of the 2022 GASB report in the amount of \$5,250.00. **APPROVED (Pope/Yuchasz)**
- C. **RES 2022-20** Approve payment to Jannelle Osborne for services rendered for the period from 8/8/2022-10/9/2022 in the amount of \$809.80. **APPROVED (Pope/Yuchasz)**
- D. **MOTION** Approve Raymond James payment for the period from 7/1/2022 to 9/30/2022 in the amount of \$14,569.60. **APPROVED (Yuchasz/Pope)**
- E. **MOTION** Approve Raymond James to pay Essex Investment Management for investment management services for 7/01/2022-9/30/22, in the amount of \$5,876.42. **APPROVED (Yuchasz/Pope)**

OLD BUSINESS

2022 Annual Verifications- Assistant Osborne updated the board on the status of the 2022 verifications.

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**MOTION:** Treasurer Basabica offered and Trustee Pope seconded a motion to suspend payments for members who have not submitted their 2022 annual verification as of 11/04/2022.  
**APPROVED (Basabica/Pope)**

NEW BUSINESS

**RES 2022-21** Board sponsorship for Board Trustees attendance at the 2022 MAPERS Spring Conference, May 21<sup>st</sup> – 24<sup>th</sup>, Grand Traverse –Acme, MI **APPROVED (Pope/Basabica)**

WHEREAS the Board wishes to reimburse and pay for attendance of Board Trustees at the 2022 MAPERS Spring Conference, May 21<sup>st</sup> – 24<sup>th</sup>, Grand Traverse –Acme, MI, therefore be it

RESOLVED that the Finance Director is authorized to issue appropriate checks, as directed by the Board, to cover the expenses of the conference registration, hotel rooms, meals and such other expenses as appropriate under the Retirement Board's travel policy.

**RES 2022-22** Board sponsorship for Board Trustees attendance at the 2022 MAPERS Fall Conference, September 17<sup>nd</sup> – 20<sup>th</sup>, Grand Hotel –Mackinaw Island, MI **APPROVED (Pope/Basabica)**

WHEREAS the Board wishes to reimburse and pay for attendance of Board Trustees at the 2022 MAPERS Fall Conference, September 17<sup>nd</sup> – 20<sup>th</sup>, Grand Hotel –Mackinaw Island, MI, therefore be it

RESOLVED that the Finance Director is authorized to issue appropriate checks, as directed by the Board, to cover the expenses of the conference registration, hotel rooms, meals and such other expenses as appropriate under the Retirement Board's travel policy.

**RES 2022-23** Lieffers reinstatement **APPROVED (Pope/Hopper)**

WHEREAS, the Board of Trustees is in receipt of a request from Cameron Lieffers requesting reinstatement to the pension plan with a rehire date of September 16, 2022; and

WHEREAS he terminated service with the Ypsilanti Police Department effective March 18, 2022 at which time he had 1 year, 1 month, 1 week, and 3 days of service credit from his original hire date of February 8, 2021 and

WHEREAS he was rehired effective September 16, 2022 and

WHEREAS, the Board has discussed this matter, therefore be it

RESOLVED, that the Board of Trustees hereby approves the request of Mr. Lieffers to reinstate his participation in the pension plan pending receipt of his previously refunded accumulated contributions of \$5,160.72 with \$24.15 accumulated interest and further  
RESOLVED, to reinstate Mr. Lieffers' prior service once payment is received in the total amount of \$5,184.87 consistent with Retirement System provisions and this resolution, and further

RESOLVED, that payment is subject to verification of correct contribution and interest amounts and prior to withdrawals, if any, and further

RESOLVED, that a copy of this resolution shall be forwarded to Mr. Lieffers.

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Annual report- Treasurer Basabica updated the board on the status of the annual report.

ADJOURNMENT- Treasurer Basabica offered and Trustee Pope seconded a motion to adjourn the meeting at 9:25 a.m. **APPROVED (Basabica/Pope)**

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Next Meeting Scheduled:

Monday, December 19, 2022 @ 9:00 a.m.

1 S. Huron St., Ypsilanti, MI 48197