

**Plumbers & Steamfitters Local 486
Severance & Annuity / 401k Fund**

Board of Trustees Meeting

March 28, 2019

PLUMBERS & STEAMFITTERS LOCAL 486
SEVERANCE & ANNUITY/401k FUND
AGENDA
MARCH 28, 2019

A. ROLL CALL

B. READING OF THE MINUTES - February 28, 2019

C. ADMINISTRATION REPORTS

1. Fund Balance Report - February 28, 2019
2. Fund Schedules - February 28, 2019
3. Fund Bills To Be Approved & Paid – March 28, 2019
4. Administrative Cash Balance - February 28, 2019
5. Summary Balance Report – February 28, 2019

D. UNFINISHED BUSINESS

1. Delinquent Contractors

E. NEW BUSINESS

1. Deaths: Mary Simms Lewis – 2/22/2019, age 96
Michael Morris – 2/25/2019, age 77
2. Terminations: See attached list
3. Retirement Distributions: See attached list
4. Reciprocal Distributions: See attached list
5. EPS Distributions: See attached list
6. Loans: Gregory Bell Sr. – Eviction - \$6,000.00
7. Hardship Withdrawals: James Cassidy III – Foreclosure - \$18,885.27
8. Servicemen/Tradesmen 401(k)
9. Participant Fee Litigation Update
10. Questions
11. Date of Next Meetings: Apr. 25, 2019 & May 23, 2019 both at 10:00 AM

**Plumbers & Steamfitters Local 486
Severance & Annuity/401k Fund**

911 Ridgebrook Road
Sparks, Maryland 21152-9451
Toll Free Telephone (888) 494-4443
www.associated-admin.com

Trustees Attending: R. Bennett, C. Daniel, A. Gannon, G. Glab, T. Herbert, R. Horton, W. Welsh, J. Wontrop

Others Attending: K. Bradley, D. Jensen, D. Welch

The Trustees met on February 28, 2019 at the office of the Administrative Manager.

Chairman Wontrop called the regular meeting to order at 10:15 a.m.

- A. The Minutes of the meeting of January 24, 2019 were approved as presented.
- B. The Fund Cash Balance and Schedules, Fund Bills to Be Approved and Paid, Administrative Cash Balance, and the Summary Balance Report were accepted. Trustees receiving compensation recused themselves from the votes relating to their payments.
- C. Unfinished Business
 - 1. Ms. Bradley reported on the current delinquencies, including Bay Area Mechanical Services, M&E Sales, South Mountain and Verticon. Ms. Bradley reported on the status of the federal lawsuit and bond claim filed against Verticon. A settlement offer from Verticon's bonding company in the amount of \$19,000 was offered. Combined with the \$10,000 bond claimed by the Funds, it would cover the amount of contributions due to the Funds. A Motion to accept the \$19,000 settlement offer was made and passed unanimously. Ms. Bradley also reported that South Mountain expects to pay November and December hours by March 6, 2019.

D. New Business

1. Deaths: Anthony Serio – 12/22/2018, age 40
Stanley Tomick – 12/28/2018, age 95
Audrey Kaufman – 1/27/2019, age 90
2. The Trustees approved the attached Terminated Benefits.
3. The Trustees approved the attached Retirement Benefits.
4. The Trustees approved the attached Reciprocal Benefits.
5. The Trustees approved the attached Reciprocal/EPS Benefits.
6. The Trustees approved the attached EPS Benefits.
7. The Trustees approved the following loans:
David Cleveland – Foreclosure - \$8,697.44
Ricardo Johnson – Education - \$28,749.90
8. The Trustees approved the following hardship withdrawals:
Wayne Fountain Jr – Principal Residence Purchase – \$16,439.12
Christopher Mauk – Principle Residence Purchase – \$28,090.43
9. Mr. Jensen distributed a letter and memorandum from Segal Select Insurance, presenting a proposal for the Fund's Fiduciary Liability Insurance Policy from the current carrier, Chubb. Proposals were requested from additional carriers as well. The quotes were submitted for \$10M and for \$15M in coverage. After careful review, the Trustees agreed to accept the Segal recommendation to renew coverage with Chubb, with \$10M in coverage based on premium cost, coverage enhancements, scope of coverage, and continuity.
10. The Trustees excused Mr. Jensen and Ms. Welch from the room and then discussed the RFP subcommittee. Trustees Bennett and Horton were appointed to the RFP subcommittee. The Trustees agreed that the bundled recordkeeper RFP will be deferred until after the conclusion of the RFP process for third party administrator.

11. Mr. Jensen presented a letter from Spears Mechanical requesting waiver of interest and liquidated damages on monies paid late on a participant. A Motion was made and passed unanimously to waive the liquidated damages only.
12. The Trustees discussed attendance of the Investment Performance Services (IPS) EPIC Conference to be held late April 2019. A Motion was made to allow attendance by interested Trustees upon confirmation that the conference education related to defined contribution plans and fiduciary education. The Motion passed unanimously. Ms. Bradley contacted IPS during the meeting and IPS confirmed that the conference education material is applicable to defined contribution plans, fiduciary responsibility, and investment decision-making.
13. Dates of the next meetings:
 - February 28, 2019 at 10:00 a.m.
 - March 28, 2019 at 10:00 a.m.

Adjournment: 12:55 p.m.

Respectfully submitted,

David J. Jensen
Secretary for the Meeting

PLUMBERS & STEAMFITTERS LOCAL UNION
486 SEVERANCE & ANNUITY/401k FUND
CASH BALANCE REPORT
FOR THE TWO MONTHS ENDED FEBRUARY 28, 2019

Receipts:	Curr. Month	Year To Date
Employer Contributions	\$649,186.58	\$1,449,438.48
401k Contributions	261,121.01	582,205.86
Less Reciprocals	(14,638.36)	(31,404.40)
Return of Overage	0.00	0.00
Rollovers	0.00	0.00
Investment Income - MassMutual	5,636,998.99	24,616,769.53
Interest Income - Annuity Loans	385.34	479.91
MassMutual Fee Credit	150,000.00	150,000.00
	<u>\$6,683,053.56</u>	<u>\$26,767,489.38</u>
Disbursements:		
Benefit Payments	\$636,877.62	\$1,365,082.45
Loan Fees	183.31	469.96
Investment Consulting	3,000.00	6,000.00
Administration	11,235.44	20,970.57
Audit Fee	0.00	0.00
Conference Expenses	995.00	995.00
Dues	0.00	0.00
Fiduciary Liability Insurance	0.00	0.00
Fidelity Bond	0.00	0.00
I R S Filing Fee	0.00	0.00
Legal Fees & Expenses	0.00	8,919.40
Meeting Expenses	0.00	0.00
Office Expenses	364.08	814.08
Postage	0.00	0.00
Printing	0.00	0.00
Programming	0.00	0.00
SPD Publishing	0.00	0.00
U.A. Reciprocal Program	0.00	0.00
Vendor Search Fees	0.00	0.00
Wire Fees	45.00	75.00
Trustee Fees - Robert Bennett	964.96	1,447.44
Total Disbursements	<u>\$653,665.41</u>	<u>\$1,404,773.90</u>
Increase (Decrease) In Fund Balance	<u>\$6,029,388.15</u>	<u>\$25,362,715.48</u>
Balance - December 31, 2018		<u>\$224,079,052.57</u>
Balance - February 28, 2019		<u>\$249,441,768.05</u>

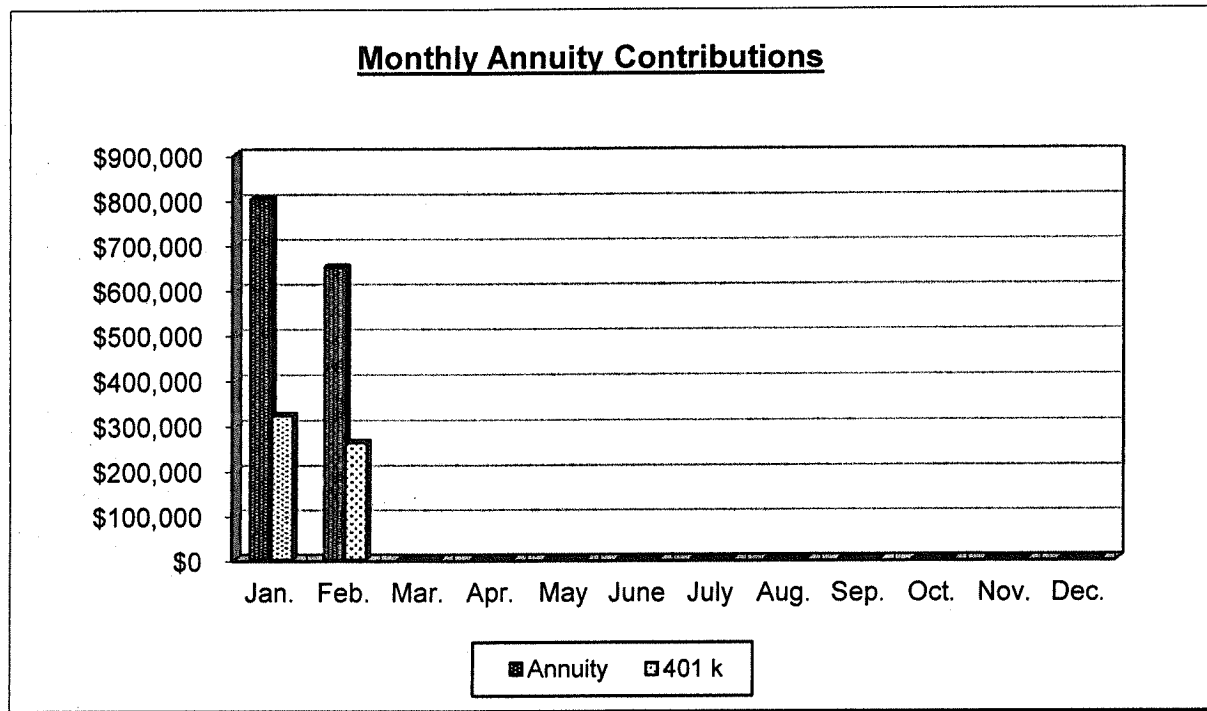
FUND BALANCE CONSISTING OF:

Bank of America Checking	0.05%	\$127,791.35
MassMutual Investments	99.87%	249,117,791.50
Annuity Loans Receivable	0.08%	196,185.20
	<u>100.00%</u>	<u>\$249,441,768.05</u>

PLUMBERS & STEAMFITTERS LOCAL UNION
486 SEVERANCE & ANNUITY/401k FUND
SCHEDULES
FOR THE TWO MONTHS ENDED FEBRUARY 28, 2019

Contributions:

	Month	Year To Date
Nov. 2018 & Prior Hours	\$29,617.98	\$253,653.09
Dec. 2018 Hours	83,721.33	981,022.97
Jan. 2019 Hours	796,968.28	796,968.28
	<u>\$910,307.59</u>	<u>\$2,031,644.34</u>



PLUMBERS & STEAMFITTERS LOCAL UNION 486
SEVERANCE & ANNUITY/401k FUND
BILLS AND DISBURSEMENTS TO BE APPROVED AND PAID
March 28, 2019

1.	Plumbers & Steamfitters Joint Funds	
	Administration @ 20% Plus Direct Costs - February 2019	10,238.67
2.	Trustees Checks	
	R. Bennett @ \$482.48 - Trustees Meeting - March 28, 2019	482.48
3.	Conference Expenses	
	R. Horton - IPS-EPIC 2019 Registration, New Trustee Fee and Hotel Deposit	3,510.00
	G. Glab - IPS-EPIC 2019 Registration	995.00
	R. Horton - Air Fare, Hotel & Daily Expenses October 2018 - I/F Conference	3,025.75
4.	Segal Select Insurance Services, Inc.	
	Fiduciary Policy Renewal - March 4, 2019-Mar 4, 2020	23,992.70
5.	Segal Marco Advisors	
	Investment Consulting - February 2019	3,000.00
6.	Weyrich, Cronin & Sorra	
	Progress Billing for the #1 Audit of Year-End Financials	1,300.00
7.	Reciprocal Transfers	
	Plumbers Local 5 Annuity Fund - February 2019	Blank
	Steamfitters & Pipefitters Local 489 Annuity Fund - February 2019	Blank
	Steamfitters & Pipefitters Local 602 Annuity Fund - February 2019	Blank

Accounting for February 2019 Checks

Associated Administrators, LLC	
Lunch - February 2019	294.93
Schmitz Press Mailing Costs - 1099 MISC	2.94
Reciprocal Transfers	
Plumbers Local 5 Annuity Fund - January 2019	5,792.63
Steamfitters & Pipefitters Local 489 Annuity Fund - January 2019	572.36
Steamfitters & Pipefitters Local 602 Annuity Fund - January 2019	8,273.37

PLUMBERS & STEAMFITTERS LOCAL 486
M.C.A. of MD JOINT ADMINISTRATION
ADMINISTRATION CASH REPORT
FOR THE TWO MONTHS ENDED FEBRUARY 28, 2019

		<u>Y T D</u> <u>Budget</u>	<u>Current</u> <u>Month</u>	<u>Year To Date</u>	
Balance - Janaury 1, 2019					\$13,475.94
Receipts:					
Medical Fund	54%	\$60,925	32,462.80	\$57,735.61	
Pension Fund	19%	21,639	11,554.45	21,636.16	
Annuity Fund	20%	20,936	11,235.44	20,970.57	
Credit Union	1%	964	514.36	1,001.12	
Training Fund	4%	3,854	2,057.45	4,004.47	
Dues Fund	1%	964	514.36	1,001.12	
Industry Fund	1%	964	0.00	486.76	
		<u>\$110,246</u>	<u>\$58,339</u>		<u>106,835.81</u>
					<u>\$120,311.75</u>
Expenses:					
Administration		\$102,393	51,196.50	\$102,393.00	
Audit		608	0.00	400.00	
Meeting Expenses		0	0.00	0.00	
Office		0	0.00	0.00	
Printing		333	226.34	226.34	
Postage		333	10.60	115.95	
Postage - Medical		1,167	628.37	1,335.24	
Rent		0	0.00	0.00	
Bank Service Charges		410	0.00	0.00	
Programming		0	0.00	0.00	
Record Destruction		0	0.00	0.00	
Employer Audits		5,000	4,335.25	7,179.75	
Total Expenses		<u>\$110,244</u>	<u>\$56,397.06</u>	<u>\$111,650.28</u>	
Interest Income		<u>0</u>	<u>0.00</u>	<u>0.00</u>	
Net Expenses		<u>\$110,244</u>	<u>\$56,397.06</u>		<u>111,650.28</u>
Balance - February 28, 2019					<u>\$8,661.47</u>

UNAUDITED FINANCIAL REPORT

PLUMBERS & STEAMFITTERS LOCAL 486
SEVERANCE AND ANNUITY/401K FUND
SUMMARY BALANCE REPORT
FEBRUARY 28, 2019

Source	Beginning Balance	Contributions	Loan Activity	Forfeiture Allocation	Transfers	Withdrawals	Forfeiture Withdrawals	Expenses	Other Activity	Investment Income	Ending Balance
Employer	\$ 38,069,899.12	\$ -	\$ 1,011.95	\$ -	\$ -	\$ (22,054.61)	\$ -	\$ (129.99)	\$ -	\$ 801,626.25	\$ 38,850,352.72
Rollover	\$ 1,157,862.30	\$ -	\$ -	\$ -	\$ -	\$ (118,921.35)	\$ -	\$ -	\$ -	\$ 18,037.55	\$ 1,056,978.50
Deferred Salary	\$ 70,560,495.11	\$ 321,084.85	\$ -	\$ -	\$ -	\$ (30,122.77)	\$ -	\$ (53.32)	\$ -	\$ 1,690,504.33	\$ 72,541,908.20
Restored Withdrawal	\$ 3,155.90	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 116.17	\$ 3,272.07
EPS	\$ 131,612,310.79	\$ 783,485.84	\$ 1,346.38	\$ -	\$ -	\$ (465,778.89)	\$ -	\$ -	\$ -	\$ 3,111,718.86	\$ 135,043,082.98
Money Purchase Pension	\$ 710,730.92	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,995.83	\$ 725,726.75
Grand Total	\$ 242,114,454.14	\$ 1,104,570.69	\$ 2,358.33	\$ -	\$ -	\$ (636,877.62)	\$ -	\$ (183.31)	\$ -	\$ 5,636,998.99	\$ 248,221,321.22

PLUMBERS & STEAMFITTERS LOCAL UNION
486 SEVERANCE & ANNUITY/401k FUND
DELINQUENT CONTRACTORS
AS OF FEBRUARY 28, 2019

<u>Delinquent Contractors:</u>	<u>Work Month</u>	<u>Amount</u>	<u>Date Received</u>
1. Bay Area Mechanical Services	Nov-18	\$3,733.53	3/4/2019
Bay Area Mechanical Services	Dec-18	\$4,311.03	3/8/2019
Bay Area Mechanical Services	Jan-19	\$2,859.48	3/8/2019
2. Capitol Refrigeration, Inc.	Dec-18	\$4,688.38	3/22/2019
Capitol Refrigeration, Inc.	Jan-19		
3. Kirlin Design Build	Jan-19	\$39,355.12	3/11/2019
4. Kirlin Mechanical Service	Jan-19	\$792.20	3/11/2019
5. Kirlin Mid-Atlantic, LLC	Jan-19	\$63,660.98	3/11/2019
6. M&E Sales, Inc	Dec-18		
M&E Sales, Inc	Jan-19		
7. South Mountain Mechanical	Nov-18	\$3,763.44	3/7/2019
South Mountain Mechanical	Dec-18	\$4,137.11	3/19/2019
South Mountain Mechanical	Jan-19		
8. Stone Services, Inc.	Jan-19	\$510.71	3/8/2019
9. Verticon, Inc.	Mar-18	In Litigation	
Verticon, Inc.	Apr-18	In Litigation	
Verticon, Inc.	May-18	In Litigation	
Verticon, Inc.	Jun-18	In Litigation	
Verticon, Inc.	Jul-18	In Litigation	

**Plumbers & Steamfitters Local 486
Severance & Annuity/401(k) Fund**

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ANNUITY BENEFITS TO BE APPROVED MARCH 29, 2019

TERMINATED BENEFITS

xxx-xx-2153	RONALD HORMELL	LUMP SUM	\$ 1,668.76
xxx-xx-9036	MICHAEL B. JACKSON	LUMP SUM	\$ 59,558.90
xxx-xx-7955	NICHOLAS PALESE	LUMP SUM	\$ 33,376.67
xxx-xx-9682	JOHN WILLIAMS	LUMP SUM	\$ 8,410.30

RETIRED DISTRIBUTION

xxx-xx-9995	MICHAEL CHAVIS	ROLLOVER	\$775,345.03
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RECIPROCAL DISTRIBUTIONS

xxx-xx-1611	MICHAEL ABUCEVICZ	LUMP SUM	\$ 5,841.85
xxx-xx-2425	LEROY GAMBLE	LUMP SUM	\$ 935.17
xxx-xx-0577	GREGORY THORPE	LUMP SUM	\$ 574.74
xxx-xx-6102	WILLIAM WILSON	LUMP SUM	\$ 1,174.46

EPS DISTRIBUTIONS (59 ½)

xxx-xx-7781	WILLIAM DESHIELDS	LUMP SUM	\$ 6,921.50
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To stop eviction

3 extra
months

3,750.00 +
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 6,000.00G+

418-683-7755

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717 456 6461 Nancy Zaworski

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**Plumbers & Steamfitters Local 486
 Severance & Annuity/401(k) Fund**

911 Ridgebrook Road
 Sparks, Maryland 21152-9451
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APPLICATION FOR ANNUITY LOAN

1. Name SR. Bell Gregory Edward Date of Birth: 9/14/1960
 Last First Middle
2. Address 476 Gremmilled Delta PA 17314
 Number Street City State Zip Code
 Phone: 7175013735 s# 5512 Amount To Borrow: 6,000.00
3. Purpose of Loan (Check One) - Annuity Loan Checks are made payable to whom the monies are owed and NOT to the Participant directly.
 - ☐ A. Out-of-pocket expense for sickness or injury for yourself and/or your dependents of at least \$500.00 which was not reimbursed by benefits payable from the Plumbers & Steamfitters Local 486 Medical Fund or total disability beyond the 26 week maximum accident and sickness benefits.
(Must attach proof of expense such as doctors' bills, hospital bills, etc.)
 - ☐ B. Funeral expenses on the death of your spouse, child, parent, sibling or any person dependent upon you for support. (Must Attach copies of bills and copy of death certificate.)
 - ☐ C. Education expenses for yourself, your spouse or your dependent child at an accredited education or vocational school or institution or to maintain your dependent child at a school for physically or mentally handicapped children; check appropriate boxes.
(Must Attach copies of all invoices for payment from the school, college, etc.)
☐ tuition ☐ room and board
 Name and address of educational institution:

 - Full Name of Student _____ Age _____
 Relationship to employee _____
 - ☒ D. Eviction & foreclosure expenses - amount necessary to prevent the eviction from the participant's principal residence or foreclosure on the mortgage of that residence.
(EVICTION: Must Attach court proof of the eviction or letter from Landlord signed and notarized detailing eviction amount and date. Must Also submit copy of the signed lease agreement).
(FORECLOSURE: Must Attach Foreclosure proof from Mortgage Company or submit court papers.
 - ☐ E. Quarterly Medical Fund Self-Payment

✓
 Dave P. Welch
 3/11/09

APPLICATION FOR HARDSHIP WITHDRAWAL

Plumber & Steamfitters Local 486 Severance and Annuity/401k Plan

911 Ridgebrook Road
Sparks, Maryland 21152-9451
888-494-4443

1. Name SAMES PATRICK CASSIDY III 0029
First Middle Last Soc. Sec. No.

2. Address 1911 CROUSE ROAD FOREST HILL MD 21050
Number Street City State Zip Code

Telephone Number 410 961 5361 Date of Birth: 8-14-1978

Amount of Withdrawal \$ 18,885.27

(Please note: Hardship Withdrawal Checks are made payable the establishment to whom the monies are owed and not to the Participant.)

3. Purpose of Hardship Withdrawal (Check One)

- ☐ A. Out-of-pocket expense for medical care (not covered by other insurance) incurred by you, a spouse, a dependent child or a parent you claim as a dependent on your federal tax return. Expenses must be at least \$500.00 which was not reimbursed by benefits payable from the Plumbers & Steamfitters Local 486 Medical Fund or total disability beyond the 26 week maximum accident and sickness benefits. **(Attach proof of expense such as doctors' bills, hospital bills, etc.)**
- ☐ B. Quarterly Medical Fund Self Payment
- ☐ C. Cost directly related to the purchase of your principal residence (Attach copies of documents supporting the Purchase)
- ☐ D. Expenses incurred in connection with the payment of tuition and/or room and board at an accredited educational institution **(Attach copy of invoices)**
- ☒ E. Eviction & Foreclosure expenses - amount necessary to prevent the eviction from the participant's principal residence or foreclosure on the mortgage of that residence. **(Attach Court proof of Eviction or Foreclosure. ** If no court papers for Eviction, a letter from Landlord stating Eviction process with copy of your Lease.** Foreclosure - Notice from Mortgage Company Must be submitted.)**
- ☐ F. Funeral expenses incurred due to the death of your spouse, child, parent or dependent, **(Attach a copy of the death certificate)**
- ☐ G. Expenses for repair of damage of your principal residence that would qualify for a casualty deduction under IRC Section 165

2-27-19
(Date)

x James P. Cassidy III
(Employee's Signature)