

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

Board of Trustees Meeting

April 25, 2019

PLUMBERS & STEAMFITTERS LOCAL 486
SEVERANCE & ANNUITY/401k FUND
AGENDA
APRIL 25, 2019

A. ROLL CALL

B. READING OF THE MINUTES - March 28, 2019

C. ADMINISTRATION REPORTS

1. Fund Balance Report - March 31, 2019
2. Fund Schedules - March 31, 2019
3. Fund Bills To Be Approved & Paid – April 25, 2019
4. Administrative Cash Balance - March 31, 2019
5. Summary Balance Report – March 31, 2019

D. UNFINISHED BUSINESS

1. Delinquent Contractors
2. Capitol Refrigeration Payroll Audit

E. NEW BUSINESS

1. Deaths: Douglas Algier – 3/24/2019, age 85
Louis Milstreed – 4/04/2019, age 81
2. Terminations: See attached list
3. Retirement Distributions: See attached list
4. Reciprocal Distributions: See attached list
5. EPS Distributions: See attached list
6. Survivor Benefit: See attached list
7. Loan: John Canty II – Eviction - \$15,000.00
8. Segal Select Insurance – Cyber Liability
9. Questions
10. Date of Next Meetings: May 23, 2019 & June 27, 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 March 28, 2019 at the office of the Administrative Manager.

Chairman Wontrop called the regular meeting to order at 10:00 a.m.

- A. The Minutes of the meeting of February 28, 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 Bay Area is up to date on their repayment agreement as well as delinquent contributions. The employer has asked that liquidated damages be waived and the bond claim be withdrawn. A Motion to waive the liquidated damages and withdraw the bond claim upon receipt of the interest and attorney's fees paid by Bay Area passed unanimously.
- D. New Business
 - 1. Deaths: Mary Simms Lewis – 2/22/2019, age 96
Michael Morris – 2/25/2019, age 77
 - 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 EPS Benefits.
6. The Trustees approved the following loan:
Gregory Bell Sr. – Eviction - \$6,000.00
7. The Trustees approved the following hardship withdrawal:
James Cassidy III – Foreclosure - \$18,885.27
8. The Trustees discussed 401(k) contributions paid by an employer, George S. Hall, on behalf of a participant who is a Serviceman. These were a mistaken contributions. Per the Collective Bargaining Agreement (CBA), Tradesmen/Servicemen are not eligible for Annuity or 401(k) contributions. It was stated by the employer that the 401(k) contributions were after-tax dollars, not pre-tax. It is unclear whether the employer thought this was a Roth 401(k) plan, but it is not. Ms. Bradley stated the mistaken contributions should be returned to the employer and it would be the employer's responsibility to repay the employee. A Motion was made and passed unanimously to send a letter to the employer explaining why the funds are being returned, with a copy to the participant.

The Trustees then discussed allowing all CBA classifications to contribute to the 401(k). Ms. Bradley stated that would require an amendment to the various CBAs that include those classifications. A Motion was made and passed unanimously to allow all classifications of participants to make 401(k) deferrals. Ms. Bradley will research whether any revisions to the Plan's governing documents were necessary.

9. Ms. Bradley discussed the status of the most recent participant excessive fee litigation in the federal courts. She recommended that the Trustees continue their practice of documenting due diligence efforts and procedures for assessing the reasonableness of fees charged to participants.
10. Dates of the next meetings:
April 25, 2019 at 10:00 a.m.
May 23, 2019 at 10:00 a.m.

Adjournment: 11:05 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 THREE MONTHS ENDED MARCH 31, 2019

Receipts:	<u>Curr. Month</u>	<u>Year To Date</u>
Employer Contributions	\$666,156.50	\$2,115,594.98
401k Contributions	282,178.78	864,384.64
Less Reciprocals	(14,593.51)	(45,997.91)
Return of Overage	0.00	0.00
Rollovers	4,810.38	4,810.38
Investment Income - MassMutual	3,776,436.92	28,393,206.45
Interest Income - Annuity Loans	1,899.70	2,379.61
MassMutual Fee Credit	0.00	150,000.00
	<u>\$4,716,888.77</u>	<u>\$31,484,378.15</u>
Disbursements:		
Benefit Payments	\$1,539,075.51	\$2,904,157.96
Loan Fees	348.31	818.27
Investment Consulting	3,000.00	9,000.00
Administration	10,238.67	31,209.24
Audit Fee	1,300.00	1,300.00
Conference Expenses	6,535.75	7,530.75
Dues	0.00	0.00
Fiduciary Liability Insurance	23,992.70	23,992.70
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	294.93	1,109.01
Postage	2.94	2.94
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	30.00	105.00
Trustee Fees - Robert Bennett	482.48	1,929.92
Total Disbursements	<u>\$1,585,301.29</u>	<u>\$2,990,075.19</u>
Increase (Decrease) In Fund Balance	<u>\$3,131,587.48</u>	<u>\$28,494,302.96</u>
Balance - December 31, 2018		<u>\$224,079,052.57</u>
Balance - March 31, 2019		<u>\$252,573,355.53</u>

FUND BALANCE CONSISTING OF:

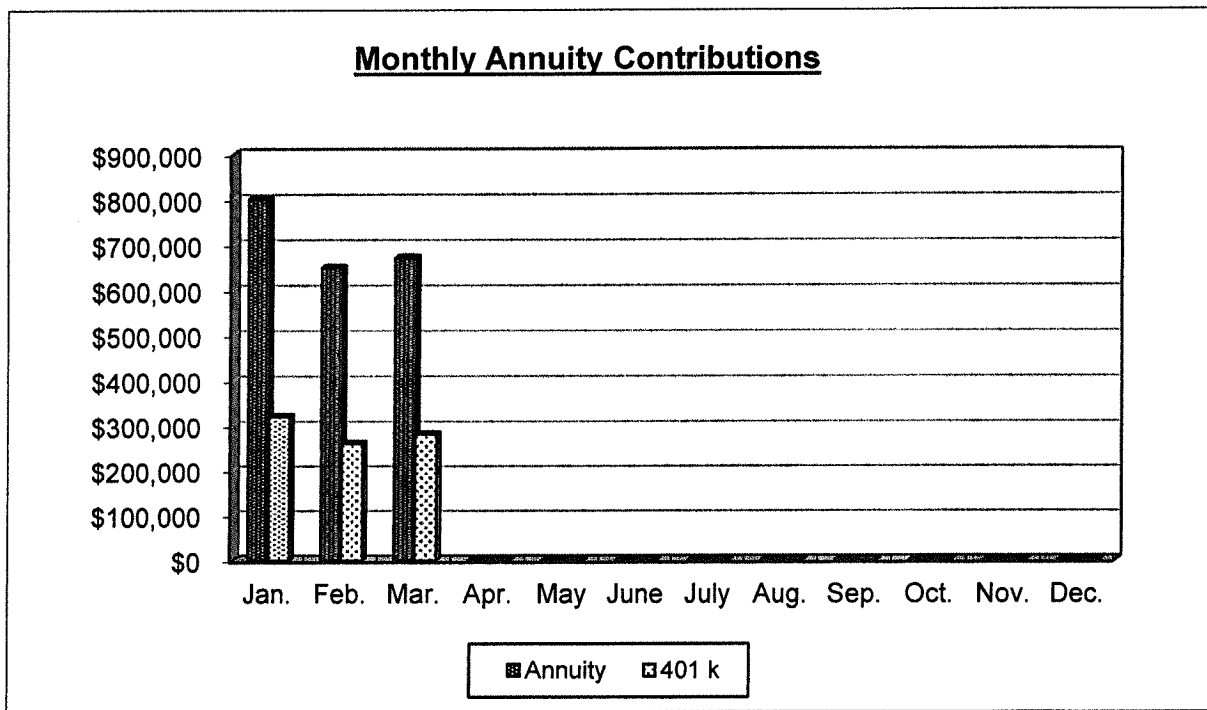
Bank of America Checking	0.03%	\$81,913.88
MassMutual Investments	99.89%	252,293,919.02
Annuity Loans Receivable	0.08%	197,522.63
	<u>100.00%</u>	<u>\$252,573,355.53</u>

UNAUDITED FINANCIAL REPORT

PLUMBERS & STEAMFITTERS LOCAL UNION
486 SEVERANCE & ANNUITY/401k FUND
SCHEDULES
FOR THE THREE MONTHS ENDED MARCH 31, 2019

Contributions:

	Month	Year To Date
Nov. 2018 & Prior Hours	\$9,429.80	\$263,082.89
Dec. 2018 Hours	(3,364.52)	977,658.45
Jan. 2019 Hours	156,731.24	953,699.52
Feb. 2019 Hours	790,349.14	790,349.14
	<u>\$953,145.66</u>	<u>\$2,984,790.00</u>



PLUMBERS & STEAMFITTERS LOCAL UNION 486
SEVERANCE & ANNUITY/401k FUND
BILLS AND DISBURSEMENTS TO BE APPROVED AND PAID
April 25, 2019

1.	Plumbers & Steamfitters Joint Funds	
	Administration @ 20% Plus Direct Costs - March 2019	11,286.12
2.	Trustees Checks	
	R. Bennett @ \$482.48 - Trustees Meeting - April 25, 2019	482.48
	R. Bennett @ \$482.48 - RFP Subcommittee - 3/29, 4/18, 4/19, 4/24, 4/26	2,412.40
3.	Associated Administrators, LLC	
	Lunch - April 25, 2019	Blank
4.	Abato, Rubenstein, Abato, P.A.	
	Retainer Fee For Months Of April, May and June, 2019	3,300.00
	Expenses & Fees For Jan., Feb. & March, 2019	2,777.77
	Joint Funds Litigation Fees	7,654.16
	Other Non-Retainer Fees - Chavis	275.00
5.	Segal Marco Advisors	
	Investment Consulting - March 2019	3,000.00
6.	Reciprocity Administration Services, Inc.	
	UARS Monthly Fee - April, May and June 2019	309.99
	UARS Monthly Fee - January, February and March balance due	84.77
7.	Conference Expenses	
	J. Wontrop - IFEBP Conference Registration	2,050.00
8.	Reciprocal Transfers	
	Plumbers Local 5 Annuity Fund - March 2019	Blank
	Steamfitters & Pipefitters Local 489 Annuity Fund - March 2019	Blank
	Steamfitters & Pipefitters Local 602 Annuity Fund - March 2019	Blank

Accounting for March 2019 Checks

Reciprocal Transfers	
Plumbers Local 5 Annuity Fund - February 2019	5,888.53
Steamfitters & Pipefitters Local 489 Annuity Fund - February 2019	335.04
Steamfitters & Pipefitters Local 602 Annuity Fund - February 2019	8,369.94

PLUMBERS & STEAMFITTERS LOCAL 486
M.C.A. of MD JOINT ADMINISTRATION
ADMINISTRATION CASH REPORT
FOR THE THREE MONTHS ENDED MARCH 31, 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%	\$91,388	28,848.31	\$86,583.92	
Pension Fund	19%	32,459	10,632.32	32,268.48	
Annuity Fund	20%	31,404	10,238.67	31,209.24	
Credit Union	1%	1,445	439.68	1,440.80	
Training Fund	4%	5,781	1,758.72	5,763.19	
Dues Fund	1%	1,445	439.68	1,440.80	
Industry Fund	1%	1,445	954.04	1,440.80	
		<u>\$165,367</u>	<u>\$53,311</u>		<u>160,147.23</u>
					<u>\$173,623.17</u>
Expenses:					
Administration		\$153,590	51,196.50	\$153,589.50	
Audit		913	0.00	400.00	
Meeting Expenses		0	0.00	0.00	
Office		0	0.00	0.00	
Printing		500	0.00	226.34	
Postage		500	10.78	126.73	
Postage - Medical		1,750	590.88	1,926.12	
Rent		0	0.00	0.00	
Bank Service Charges		616	0.00	0.00	
Programming		0	0.00	0.00	
Record Destruction		0	0.00	0.00	
Employer Audits		7,500	5,453.30	12,633.05	
Total Expenses		<u>\$165,369</u>	<u>\$57,251.46</u>	<u>\$168,901.74</u>	
Interest Income		0	0.00	0.00	
Net Expenses		<u>\$165,369</u>	<u>\$57,251.46</u>		<u>168,901.74</u>
Balance - March 31, 2019					<u>\$4,721.43</u>

UNAUDITED FINANCIAL REPORT

PLUMBERS & STEAMFITTERS LOCAL 486
SEVERANCE AND ANNUITY/401K FUND
SUMMARY BALANCE REPORT
MARCH 31, 2019

Source	Beginning Balance	Contributions	Loan Activity	Forfeiture Allocation	Transfers	Withdrawals	Forfeiture Withdrawals	Expenses	Other Activity	Investment Income	Ending Balance
Employer	\$ 38,850,352.72	\$ -	\$ 2,555.70	\$ -	\$ -	\$ (459,850.52)	\$ -	\$ (259.99)	\$ 825.80	\$ 562,369.37	\$ 38,955,993.08
Rollover	\$ 1,056,978.50	\$ 4,810.38	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,059.63	\$ 1,075,848.51
Deferred Salary	\$ 72,541,908.20	\$ 251,718.16	\$ -	\$ -	\$ -	\$ (563,077.21)	\$ -	\$ (88.32)	\$ 14,229.46	\$ 1,084,390.28	\$ 73,329,080.57
Restored Withdrawal	\$ 3,272.07	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,304.18
EPS	\$ 135,043,082.98	\$ 634,548.22	\$ (1,993.43)	\$ -	\$ -	\$ (540,317.17)	\$ -	\$ -	\$ 9,944.74	\$ 2,104,053.95	\$ 137,249,319.29
Money Purchase Pension	\$ 725,726.75	\$ -	\$ -	\$ -	\$ -	\$ (830.61)	\$ -	\$ -	\$ -	\$ 11,531.58	\$ 736,427.72
Grand Total	\$ 248,221,321.22	\$ 891,076.76	\$ 562.27	\$ -	\$ -	\$ (1,564,075.51)	\$ -	\$ (348.31)	\$ 25,000.00	\$ 3,776,436.92	\$ 251,349,973.35

PLUMBERS & STEAMFITTERS LOCAL UNION
486 SEVERANCE & ANNUITY/401k FUND
DELINQUENT CONTRACTORS
AS OF MARCH 31, 2019

<u>Delinquent Contractors:</u>	<u>Work Month</u>	<u>Amount</u>	<u>Date Received</u>
1. Atlantic Piping, Inc.	Feb-19		
2. Bay Area Mechanical Services	Feb-19	\$2,838.65	4/3/2019
3. Capitol Refrigeration, Inc.	Jan-19	\$5,484.10	4/15/2019
Capitol Refrigeration, Inc.	Feb-19		
4. Harris Environmental Systems	Feb-19		
5. Kirlin Design Build	Feb-19	\$44,064.39	4/2/2019
6. Kirlin Mid-Atlantic, LLC	Feb-19	\$64,545.57	4/2/2019
7. M&E Sales, Inc	Dec-18	\$5,357.12	4/1/2019
M&E Sales, Inc	Jan-19		
M&E Sales, Inc	Feb-19		
8. South Mountain Mechanical	Jan-19		
South Mountain Mechanical	Feb-19		
9. Stone Services, Inc.	Feb-19	\$804.96	4/2/2019
10. 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	

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ANNUITY BENEFITS TO BE APPROVED APRIL 25, 2019

TERMINATED BENEFITS

xxx-xx-6318	MICHAEL HARDING	LUMP SUM	\$130,587.87
xxx-xx-9102	DARRELL IRBY	LUMP SUM	\$ 49,835.83
xxx-xx-7603	JOHN LOWRY, JR	ROLLOVER	\$478,230.22
xxx-xx-5920	BRANDON PRICHARD	ROLLOVER	\$ 37,775.46
xxx-xx-1356	ROBERT WISNER	LUMP SUM	\$ 2,833.04

RETIRED DISTRIBUTION

xxx-xx-0365	ARTHUR MILLER	LUMP SUM	\$ 5,572.19
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RECIPROCAL DISTRIBUTIONS (Local 5)

xxx-xx-4256	CHRISTOPHER DENNIS	LUMP SUM	\$ 6,611.36
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EPS DISTRIBUTIONS RETIRED

xxx-xx-2217	BROOKS MOORE	LUMP SUM	\$ 3,460.21
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SURVIVOR BENEFIT

xxx-xx-4017	BARRY RATLIFF	LUMP SUM	\$ 5,428.80
(Bene to Deceased Participant – AARON RATLIFF)			

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

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APPLICATION FOR ANNUITY LOAN

1. Name Canty II John Earl Date of Birth: 11/5/1974
Last First Middle

2. Address 3012 Edmondson Ave Balt MD. 21223
Number Street City State Zip Code

Phone: (410) 999-9691 S.S.#. -1451 Amount To Borrow: 15,020.00

7,500.00 (Eviction)
plus 3 additional
months @ 2,500.00

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

APR 17 2019
AA LLC