

1. Public Safety Retirement Board - Agenda

Documents: [2016_06_13_PSRB_PM_AG.PDF](#)

2. Public Safety Retirement Board - Packet

Documents: [2016_06_13_PSRB_PM_PK.PDF](#)



Town of Chino Valley
MEETING NOTICE
PUBLIC SAFETY RETIREMENT BOARD

PUBLIC MEETING
Monday, June 13, 2016
4:00 P.M.

Council Conference Room
202 N. State Route 89
Chino Valley, Arizona

AGENDA

1) **CALL TO ORDER**

2) **ROLL CALL**

3) **APPROVAL OF MINUTES**

a) Consideration and possible action to approve the February 24, 2016 meeting minutes.

4) **CALL TO THE PUBLIC**

Call to the Public is an opportunity for the public to address the Board concerning a subject that is not on the agenda. Public comment is encouraged. Individuals are limited to speak for three (3) minutes. The total time for Call to the Public may be up to 15 minutes per meeting. Board action taken as a result of public comment will be limited to directing staff to study the matter, scheduling the matter for further consideration and decision at a later date, or responding to criticism.

5) **OLD BUSINESS**

6) **NEW BUSINESS**

a) Consideration and possible action to accept Mat Gronck into the DROP program for Arizona Public Safety Retirement System, effective July 4, 2016.

b) Consideration and possible action to accept the resignation of employee Mike Knittle, effective, May 9, 2016.

c) Consideration and possible action to accept Stephan Sellers and Clinton Shafer into Retirement System.

- Review medical information in Executive Session (See number 7. Executive Session, below)
- Action regarding approval (See number 8. Action Items Resumed, below)

d) Consideration and possible action to accept 7.4740 years of service for Officer Jonathan Ferris.

7) EXECUTIVE SESSION

The Board may vote to recess the Regular Meeting and hold than Executive Session, which will not be open to the public, for the following purposes:

- a)** Pursuant to A.R.S. Section 38-431.03(A)(2) for discussion and consideration of records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by the state or federal law, with regard to Steven Sellers and Clinton Shafer.
- b)** Pursuant to A.R.S. Section 38-847.01(A) and (B)(1)(2) and (3) for discussion and consideration of all necessary information from employer to render a decision on Steven Sellers and Clinton Shafer for membership in the Public Safety Personnel Retirement System.

8) ACTION ITEMS RESUMED

After the Executive Session, the Board will reconvene the Regular Meeting.

- a)** Consideration and possible action to accept Steven Sellers and Clinton Shafer into the Public Safety Retirement System.

9) ADJOURNMENT

Dated this 9th day of June, 2016.

By: *Cecilia Gritman, Assistant Town Manager*

The Town of Chino Valley endeavors to make all public meetings accessible to persons with disabilities. Please call 636-2646 (voice) or 711 (Telecommunications Arizona Relay Service) 48 hours prior to the meeting to request a reasonable accommodation to participate in this meeting.

Supporting documentation furnished to the Public Safety Subcommittee with this agenda are available for review on the Town website at <http://www.chinoaz.net/agendacenter> and the Town Clerk's Office.



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TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Public Safety Retirement Board Meeting

Meeting Date: 06/13/2016

Contact Person: Cecilia Gritman, Assistant Town Manager

Department: General Services

Item Type: Approval of Minutes

**Estimated length
of Staff Presentation:**

Physical location of item: N/A

Information

AGENDA ITEM TITLE:

Consideration and possible action to approve the February 24, 2016 meeting minutes.

SITUATION AND ANALYSIS

See attached, if applicable.

Attachments

February 24, 2016 minutes

DRAFT

MINUTES OF THE PUBLIC MEETING OF THE PUBLIC SAFETY RETIREMENT BOARD OF THE TOWN OF CHINO VALLEY

February 24, 2016
4:00 P.M.

The Public Safety Retirement Board of the Town of Chino Valley, Arizona, met for a Public Meeting in the Conference Room, located at 202 N. State Route 89, Chino Valley, Arizona, on February 24, 2016.

1) **CALL TO ORDER**

Vice-Mayor Darryl Croft called the meeting to order.

2) **ROLL CALL**

Present: Chair Darryl Croft; Dean Keller; Cheri Romley; Gary Brusco; Vince Schaan

Staff Present: Cecilia Grittman, Assistant Town Manager

3) **APPROVAL OF MINUTES**

- a) Consideration and possible action to approve the August 26, 2015 meeting minutes.

MOVED by Cheri Romley, seconded by Gary Brusco to approve the August 26, 2015 meeting minutes.

Vote: 5 - 0 PASSED - Unanimously

4) **CALL TO THE PUBLIC**

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No public comments.

5) **OLD BUSINESS**

No old business.

6) **NEW BUSINESS**

- a) Consideration and possible action regarding the resignation of Mike Tobey and/or appointment of Dean Keller, term ending June 30, 2016 and a review of board member terms.

The Board discussed the terms of office and position appointments.

MOVED by Cheri Romley, seconded by Vince Schaan moved to accept Mike Tobey's resignation and the appointment of Dean Keller.

Vote: 5 - 0 PASSED - Unanimously

- b) Consideration and possible action to accept Joshua McIntire into Retirement System.
- Review medical information in Executive Session (see number 7. Executive Session, below)
 - Action regarding approval (see number 8. Action Items Resumed, below)

- c) Consideration and possible action to accept the resignation of Police Officer Eric Hatchell.

MOVED by Gary Brusco, seconded by Cheri Romley to accept Police Officer Eric Hatchell's resignation.

Vote: 5 - 0 PASSED - Unanimously

- d) Consideration and possible action regarding funds transferred into and out of Chino Valley PSRS.

- 1. In: Steven Angel
- 2. Out: Caleb Cozens (06/20/2015)
- 3. ~~Out:~~ IN: Jonathan Ferris (08/15/2015)

1. In: Steven Angel; Cheri Romley moved, Vince Schaan seconded to accept the funds transfer into Chino Valley PSRS.
2. Out: Caleb Cozens (06/20/2015) Gary Brusco moved, Vince Schaan seconded to accept the funds transfer out of Chino Valley PSRS.
3. Out: Jonathan Ferris (08/15/2015) The Board discussed that the funding should be IN not OUT. Cheri Romley moved, Vince Schaan seconded to accept the funds transfer into Chino Valley PSRS from Jonathan Ferris.

Vote: 5 - 0 PASSED - Unanimously

- e) Correspondence

- 1. FAQ: Return to work information
- 2. January 2016 from PSRS re: year-end processing
- 3. (not dated) from PSRS re: website use
- 4. December 2, 2015 memorandum from PSRS re: Actuarial Valuations
- 5. October 16, 2015 email from PSRS re: Investment Fees

Assistant Town Manager Gritman recapped the correspondence, which included rules for retirement, 1099 payroll; the information will be forwarded to payroll, permanent base adjustment, projected unfunded liability.

7) EXECUTIVE SESSION

The Board may vote to recess the Public Meeting and hold than Executive Session, which will not be open to the public, for the following purposes:

- a) Pursuant to A.R.S. Section 38-431.03(A)(2) for discussion and consideration of records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law with regard to Joshua McIntire.
- b) Pursuant to A.R.S. Section 38-847.01(A) and (B)(1)(2) and (3) for discussion and consideration of all necessary information from employer to render a decision on Joshua McIntire's eligibility for membership in the Public Safety Personnel Retirement System.

8) ACTION ITEMS RESUMED

After the Executive Session, the Board will reconvene the Public Meeting.

- a) Consideration and possible action to accept Joshua McIntire into the Public Safety Retirement System:

MOVED by Cheri Romley, seconded by Gary Brusco to accept J McIntire into retirement system without conditions.

Vote: 5 - 0 PASSED - Unanimously

MOVED by Cheri Romley, seconded by Gary Brusco to accept Joshua McIntire into retirement system without conditions.

Vote: 5 - 0 PASSED - Unanimously

9) ADJOURNMENT

Submitted this 1st day of March 2016.

By: *Liz Hart, Deputy Town Clerk*

Approved: _____



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Public Safety Retirement Board Meeting

Meeting Date: 06/13/2016

Contact Person: Cecilia Gritman, Assistant Town Manager

Department: General Services

Item Type: New Business

**Estimated length
of Staff Presentation:**

Physical location of item: N/A

Information

AGENDA ITEM TITLE:

Consideration and possible action to accept Mat Gronek into the DROP program for Arizona Public Safety Retirement System, effective July 4, 2016.

SITUATION AND ANALYSIS

See attached.

Attachments

Application

60a

APPLICATION FOR DEFERRED RETIREMENT OPTION PLAN

TO: Local Retirement Board

DATE: May 10, 2016

Having completed 20 or more years of credited service with the (employer name) Chino Valley Police Dept.
I, (name) Mathew Thomas Gronek hereby submit my application for the deferred retirement option
plan (DROP) under the terms of the Arizona Public Safety Personnel Retirement System. I am electing to participate in the DROP
on (date) 7/4/2016, acknowledging that my effective date of participation in the DROP will be the first day of the month
following my date of the election and that payments will be credited to my DROP account on or about the last day of the month
following my DROP effective date (A.R.S. Section 38-844.03). I voluntarily and irrevocably designate a period of 60
months (can not exceed 60 months) as the period I wish to participate in the DROP. I understand that by participating in DROP, I
must terminate employment with my employer on or before 7/31/2021. I understand there are certain
consequences if I do not terminate by this date.

Address [REDACTED]
Chino Valley AZ 86323
Email [REDACTED]@cableone.net

Home Phone Number _____
Cell Phone Number (928) [REDACTED]
Work Phone Number (928) [REDACTED]

SPOUSE

Name: [REDACTED] Date of Birth: [REDACTED] Date of Marriage: [REDACTED]
Social Security Number: [REDACTED]

DEPENDENT CHILDREN

NAME	DATE OF BIRTH	DISABLED?	Is Child 18-22 and in school fulltime?
N/A			

Please provide a copy of:

1. Your Birth Certificate, Drivers License, or Passport
2. Your recorded Marriage License or Certificate will be required (if applicable)
3. Your spouse's Birth Certificate, Drivers License, or Passport
4. Your dependent childrens' Birth Certificates
5. If divorced during period of employment:
 - a. Photocopy of complete Divorce Decree, or
 - b. Certified Copy of Plan-approved Domestic Relations Order
6. Medical documentation For Disabled Children. (if applicable)
7. Proof of fulltime school enrollment (if applicable)

(NOTE: Please complete 2nd page)



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Public Safety Retirement Board Meeting

Meeting Date: 06/13/2016

Contact Person: Cecilia Gritman, Assistant Town Manager

Department: General Services

Item Type: New Business

**Estimated length
of Staff Presentation:**

Physical location of item: N/A

Information

AGENDA ITEM TITLE:

Consideration and possible action to accept 7.4740 years of service for Officer Jonathan Ferris.

SITUATION AND ANALYSIS

See attached.

Attachments

Transfer of Service form
