

**BERKS COUNTY EMPLOYEES' RETIREMENT FUND  
BOARD MEETING AGENDA  
MARCH 25, 2024**

*Chairman Christian Y. Leinbach,  
Dante Santoni Jr., Vice Chairman  
Joseph Rudderow III, Secretary  
Mitch Darcourt, Treasurer  
Michael Rivera, Member  
Christine M. Sadler, Solicitor*

***CALL TO ORDER - 9:30 A.M.***

***APPROVAL OF MINUTES***

Approve the minutes of the February 26, 2024 Meeting.

***PUBLIC COMMENT FROM THE FLOOR***

***CORRESPONDENCE***

1. Bank statements
  - a. February 2024 statement from SEI Trust Company account.
  - b. February 2024 statement from BB&T Bank checking account.

***OLD BUSINESS***

***NEW BUSINESS***

1. Authorize:
  - 08R.2024 A. Adopt a resolution authorizing employee buyback request as follows:
    - a. Keith R. Kreider purchasing a total of 1 years, 2 months, and 15 days of LOA/Workers Comp time in the amount of \$5,301.05.

**AUTHORIZE DISBURSEMENTS**

09R.2024 A. Adopt a resolution ratifying, confirming and approving annuities and refunds for March 2024 as follows:

Annuities	\$ 2,408,377.47
Refund	\$ 848,643.49
Total	<u>\$ 3,257,020.96</u>

**ADJOURNMENT**

**BERKS COUNTY EMPLOYEES' RETIREMENT FUND BOARD MINUTES**  
**FEBRUARY 26, 2024 – To be approved March 25, 2024**

The Berks County Retirement Fund Board met in a regular session on Monday, February 26, 2024, at 9:30 A.M. via Microsoft Teams Live, pursuant to due notice to Board members and the public.

Chairman Christian Leinbach called the meeting to order with, Treasurer Mitchell Darcourt; Chief Deputy Controller Grazyna Nykiel, and Member Commissioner Michael Rivera in attendance. Vice Chairman Dante Santoni Jr. was absent. The following County staff attended: Christine Sadler, County Solicitor; Cody Kauffman, 1<sup>st</sup> Assistant County Solicitor; Jessica Weaknecht, Director Human Resources; Kevin Barnhardt, Chief Operations Officer; Lawrence Medaglia, Deputy Chief Operations Officer; Wendy Pennington, Benefits Manager; Robert Patrizio, Chief Financial Officer; and Jonnelle Keller, Benefits/Pension Coordinator.

**APPROVAL OF MINUTES**

The minutes from the January 29, 2024 meeting were approved as presented.

**OLD BUSINESS**

1. A motion was made by Commissioner Michael Rivera and seconded by Treasurer Mitchell Darcourt to authorize the following. Motion carried.

05R.2024     A     Adopt a resolution approving the updated Berks County Pension Plan Document that reflects the changes approved by the Retirement Board in 2023 that became effective on January 1, 2024. The updated Plan reflects changes made to the administrative handling of benefits paid pursuant to a qualified domestic relations order, clarifies the definition of years of credited service as it applies to elected officials and updates sections 18 and 19 required minimum distributions and direct rollovers to update Plan to be in compliance with SECURE Act.

**NEW BUSINESS**

1. A motion was made by Commissioner Michael Rivera and seconded by Treasurer Mitchell Darcourt to authorize the following. Motion carried.

- 06R.2024 A. Adopt a resolution authorizing and approving employee buyback request as follows:
- a. Ann M. Dimitriou Pipkin purchasing a total of 6 years, 5 months, and 2 days of previous service time in the amount of \$15,194.52.

2. A motion was made by Chief Deputy Controller Grazyna Nykiel and seconded by Treasurer Mitchell Darcourt to authorize the following. Motion carried.

- 06R.2024 A. Adopt a resolution authorizing and approving employee buyback request as follows:
- b. Heather Williamson purchasing 4 months and 26 days of leave of absence time in the amount of \$1,932.52.

#### **AUTHORIZE DISBURSEMENTS**

1. A motion was made by Chief Deputy Controller Grazyna Nykiel and seconded by Treasurer Mitchell Darcourt to authorize the following. Motion carried

- 07R.2024 A. Adopt a resolution authorizing and approving annuities and refunds for February 2024 as follows:

Annuities	\$ 2,394,704.98
Refund	\$ 230,285.13
Total	<u>\$ 2,624,990.11</u>

There being no further business, the meeting adjourned at 9:35 A.M.

Respectfully Submitted,

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Joseph Rudderow III, Secretary Retirement Fund Board