



**Rantoul Village Board of Trustees
Special Board Meeting
Louis B. Schelling Memorial Board Room
Rantoul Municipal Building**

**June 12, 2018
5:45 pm**

Order of Business

Board Packet Page(s)

1. Call to Order – Mayor Smith
Roll Call
2. Public Participation
Citizens wishing to address the Village Board with respect to any item of business listed on the agenda or any matter not appearing on the agenda are asked to complete a public participation form and submit it to the Village Clerk prior to the meeting. Comments will be limited to three minutes for each item.
3. Affirmation of Michael Runyon as Trustee to serve until May 2019.
4. Oath of office to new Trustee
5. Motion to appoint Angela Schultz as [IMRF Authorized Agent](#) for the Village of Rantoul 1-2
4. Motion to Adjourn

Statement Regarding Compliance with the Americans with Disabilities Act (ADA)

The Village of Rantoul wishes to ensure that its programs, services, and activities are accessible to individuals with disabilities. All Village Board meetings are wheelchair accessible. Persons who require an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the Village of Rantoul should contact the ADA Coordinator at (217) 892-6821. TTY users should dial 7-1-1 or call the Illinois Relay Center at 1-800-526-0844 (TTY) or 1-800-526-0857 (V). TTY users requiring Spanish language assistance should call 1-800-501-0864 (TTY).

We would appreciate advance notice of at least 48 hours for any requests to receive an agenda in an alternate format or other types of auxiliary aids and services.

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

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ITEM: IMRF Authorized Agent Changes	DEPARTMENT: Human Resources
AGENDA SECTION:	AMOUNT:
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input type="checkbox"/> SUPPORTING DOCUMENTS	DATE: 06/05/2018
SUMMARY HIGHLIGHTS: The Authorized Agent is the first line of contact between the Illinois Municipal Retirement Fund and the employer, and is responsible for adding, terming, and otherwise managing the IMRF account. The Finance Manager is ultimately is responsible for employee payroll, IMRF reporting, and for managing employee and employer contributions to IMRF. With the departure of the current IMRF Authorized Agent, it seems an opportune time to move the duties of the IMRF Authorized Agent under the purview of the Finance Manager. This action would become effective on 6/20/2018.	
RECOMMENDED ACTION: Make Angela Schultz the Village of Rantoul's IMRF Authorized Agent.	
DEPARTMENT HEAD APPROVAL: 	VILLAGE ADMINISTRATOR:



NOTICE OF APPOINTMENT OF AUTHORIZED AGENT

IMRF Form 2.20 (Rev. 10/2014)

INSTRUCTIONS

- The governing body of an IMRF employer (including townships) can appoint any qualified party as the employer's IMRF Authorized Agent.
- The governing body makes the appointment by adopting a resolution.
- The clerk or secretary of the governing body must certify the appointment (see Certification below).
- Mail the completed form to the Illinois Municipal Retirement Fund.
- A copy of the completed form should be retained by the employer.
- The new Authorized Agent will need to register for a new User ID on IMRF Employer Access.

EMPLOYER NAME Village of Rantoul, IL		EMPLOYER IMRF I.D. NUMBER 3119	
AUTHORIZED AGENT'S SALUTATION <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input checked="" type="checkbox"/> Mrs. <input type="checkbox"/> Ms.	LAST NAME Schultz	FIRST NAME Angela	MIDDLE INITIAL JR., SR., II, ETC.
TYPE OF GOVERNING BODY Municipality			
DATE APPOINTMENT MADE (MM/DD/YYYY) 06/05/2018	EFFECTIVE DATE OF APPOINTMENT (MM/DD/YYYY) 06/20/2018	POSITION TITLE Finance Manager	
Powers and duties delegated to Authorized Agent pursuant to Sec. 7-135 of Illinois Pension Code by governing body (P.A. 97-0328 removed the requirement that the Authorized Agent be a participant in IMRF to file a petition or cast a ballot):			
To file Petition for Nominations of an Executive Trustee of IMRF		<input type="checkbox"/> Yes	<input type="checkbox"/> No
To cast a Ballot for Election of an Executive Trustee of IMRF		<input type="checkbox"/> Yes	<input type="checkbox"/> No
X _____		_____	
SIGNATURE OF AUTHORIZED AGENT NAMED ABOVE		DATE (MM/DD/YYYY)	
CERTIFICATION			
I, _____, do hereby certify that I am _____			
NAME		CLERK OR SECRETARY	
of the Village of Rantoul			
NAME OF EMPLOYER			
and the keeper of its books and records and the foregoing appointment and delegation were made by resolution duly adopted on the date indicated.			
SEAL		SIGNATURE OF CLERK OR SECRETARY	
BUSINESS ADDRESS			
All correspondence and communications with the Authorized Agent are to be addressed as follows:			
NAME (IF DIFFERENT FROM ABOVE)			
Ms. <input type="checkbox"/> rs. <input type="checkbox"/> Ms.			
BUSINESS ADDRESS			
333 S. Tanner St.			
CITY STATE AND ZIP + 4			
Rantoul, IL 61866			
DAYTIME TELEPHONE NO. (with Area Code)		ALTERNATE TELEPHONE NUMBER (with Area Code)	
(217) 892-6831			
FAX NO. (with Area Code)		EMAIL ADDRESS	
(217) 892-6870		aschultz@myrantoul.com	

IMRF

2211 York Road Suite 500 Oak Brook, IL 60523-2337

Employer Only Phone: 1-800-728-7971 Member Services Representatives 1-800-ASK-IMRF (1-800-275-4673) Fax (630) 706-4289