

**BOARD OF SUPERVISORS
TOWNSHIP OF WILLISTOWN
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION NO. 13 OF 2018

**A RESOLUTION ESTABLISHING THE WILLISTOWN TOWNSHIP
OPEB TRUST FUND ADVISORY BOARD AND THE ORGANIZATIONAL
STRUCTURE THEREOF.**

WHEREAS, the Board of Supervisors of Willistown Township (the "Board") established the OPEB Trust Fund by Resolution No. 21 of 2016, adopted August 15, 2016; and

WHEREAS, the Board established the Police Pension Plan Advisory Board by Ordinance No. 9 of 2016, adopted August 15, 2016; and

WHEREAS the Board desires to establish the OPEB Trust Fund Advisory Board to function in substantially the same manner as, and with the same membership of, the Police Pension Plan Advisory Board.

NOW THEREFORE, BE IT RESOLVED by the Board of Supervisors of Willistown Township, Chester County, Pennsylvania as follows:

Section 1. Establishment; membership; quorum.

- A. There is hereby created the Willistown Township OPEB Trust Fund Advisory Board consisting of seven members.
- B. The members of the OPEB Trust Fund Advisory Board shall be comprised of the duly appointed or designated members of the Police Pension Advisory Board pursuant to Section 35-20(B) of the Willistown Township Code, as may be amended from time-to-time.
- C. Membership on the OPEB Trust Advisory Board shall be concurrent with membership on the Police Pension Advisory Board, so that the composition of the OPEB Trust Advisory Board shall be the same as and always mirror the composition of the Police Pension Advisory Board.
- D. Five members shall constitute a quorum.

Section 2. Organization.

- A. At its first meeting following January 1 of each year, the OPEB Trust Fund Advisory Board shall elect a chairman and a secretary for the ensuing year and such other officers as the OPEB Trust Fund Advisory Board may deem appropriate.

- B. The Chairman shall prepare an agenda for each meeting and arrange for consultants and experts to attend meetings, as needed.
- C. The Secretary shall keep minutes of all meetings of the OPEB Trust Fund Advisory Board and shall provide a copy of those minutes to the Secretary of the Board of Supervisors.

Section 3. Rules and Regulations.

The Willistown Township OPEB Trust Fund Advisory Board shall adopt rules and regulations for the conduct of its own meetings and business. Such rules and regulations shall comply with all applicable statutory regulations, including the applicable provisions of the Sunshine Act.

Section 4. Compensation; expenditure of funds.

All members of the OPEB Trust Fund Advisory Board shall serve without compensation, but may be reimbursed necessary and reasonable expenses with the prior approval by the Board of Supervisors. The OPEB Trust Fund Advisory Board shall neither expend funds nor incur obligations without specific prior appropriation by the Board of Supervisors.

Section 5. Responsibilities.

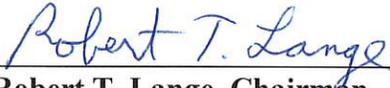
The Willistown Township OPEB Trust Fund Advisory Board is created by the Board of Supervisors for the purpose of providing recommendations to the Board of Supervisors concerning the management and administration of the Willistown Township OPEB Trust Fund. The OPEB Trust Fund Advisory Board shall meet at least once per quarter to review fund performance of the Willistown Township OPEB Trust Fund and provide recommendations to the Board of Supervisors, as deemed necessary by the OPEB Trust Fund Advisory Board, concerning the administration of the Willistown Township OPEB Trust Fund. The subject matter of any recommendations of the OPEB Trust Fund Advisory Board shall include, but not be limited to, investment policy statements, allocations of fund investments in the Willistown Township OPEB Trust Fund, assumed rates of return, employee education and training, selection of consultants and advisors, best practices in trust fund management, and any other matters affecting the Willistown Township OPEB Trust Fund. Such recommendations shall be in writing. In addition to providing meeting minutes to the Board of Supervisors, the OPEB Trust Fund Advisory Board shall file a report in writing with the Board of Supervisors annually.

Section 6. All resolutions or parts of resolutions inconsistent with this ordinance are hereby repealed.

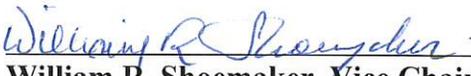
Section 7. This resolution shall be effective upon enactment.

ADOPTED, this 20th day of August, 2018.

**BOARD OF SUPERVISORS
WILLISTOWN TOWNSHIP**



Robert T. Lange, Chairman



William R. Shoemaker, Vice Chairman



Barbara Handelin, Supervisor

ATTEST:



David R. Burman, Secretary