

BOARD OF FIRE & POLICE COMMISSIONERS
100 NORTH ISLAND AVENUE
BATAVIA, ILLINOIS 60510

MEETING MINUTES
APRIL 5, 2016

NOTE: These minutes are not a word-for-word transcription of the statements made at the meeting, nor intended to be a comprehensive review of all discussions. They are intended to make an official record of the actions taken by the Board and to include some description of discussion points as understood by the minute-taker. They may not reference some of the individual attendee's comments, nor the complete comments if referenced.

The meeting was called to order at 5:02 p.m. Roll Call.

Members Present: Secretary, Dennis Anderson and Commissioner, Laura Newman

Members Absent: Chairman, Nancy Vance

Others Present: Police Chief Gary Schira and Fire Chief Randy Deicke

Due to conflicting schedules, the Board will be going out of order on the agenda.

NEW BUSINESS

Retirement – Watch Commander Perez – The Board has received a copy of a letter of resignation from Watch Commander Edgardo Perez. WC Perez's last day of work was March 31, 2016 with an effective date of retirement of April 1, 2016. This retirement leaves a vacancy at the Police Sergeant position. The Mayor has submitted a letter to the Board authorizing the appointment of one (1) Police Sergeant. Ofc. James Nettnin is the first name on the Police Sergeant Eligibility List. Schira gave a brief background on Ofc. Nettnin's background and history with the Batavia Police Department.

Motion: To appoint James Nettnin to the position of Police Sergeant effective at 11:00 p.m. on April 5, 2016.

Maker: Newman

Second: Anderson

Voice Vote: 2 Ayes, 0 Nays, 1 Absent. All in favor. Motion carried.

ITEMS REMOVED/ADDED/CHANGED

Secretary Anderson asked that Item 6B (Rules & Regulations Update) be tabled to the next meeting when all members are present. Newman presented a sample of a fee waiver application for discussion. This item will be tabled to the May meeting. Anderson also requested a discussion on the IPFCA Spring Conference be discussed. This conference is being held in Springfield on April 29 & April 30. This item will be discussed under New Business.

APPROVE PREVIOUS MEETING MINUTES

Motion: To approve the minutes of the March 1, 2016 regular meeting as presented.

Maker: Newman

Second: Anderson

Voice Vote: 2 Ayes, 0 Nays, 1 Absent. All in favor. Motion carried.

CORRESPONDENCE

Letter of resignation from Brian Nallenweg noted that he will be retiring with his last day of work being April 12, 2016. This item will be discussed under New Business.

Letter of authorization to appoint one (1) police patrol officer to fill the vacancy created by Officer Brian Nallenweg as well as a letter of authorization to appoint one (1) police officer to fill the vacancy created by the promotion of Officer James Nettin. These authorizations will be addressed under New Business.

Letter requesting extension of the probationary period of police patrol officer from Chief Schira. This letter will be addressed under New Business and discussed in Closed Session.

OLD BUSINESS

COD Contract for Firefighter Testing – Chief Deicke reported that the contract with College of DuPage (COD) for firefighter testing was approved by the City Council. The Fire Department contracts with COD to provide all testing aspects for the entry level firefighter position. The Board needs to approve the contract also.

Motion: To approve the contract with the College of DuPage for Firefighter Testing and to authorize Chief Randy to sign said contract.

Maker: Newman

Second: Anderson

Voice Vote: 2 Ayes, 0 Nays, 1 Absent. All in favor. Motion carried.

Rules & Regulations Update – Table to the May meeting. A brief discussion was held on the format for the waiving of application fee form. Discussion continued on changes, sending a draft to the attorney, etc. Will revisit at the May meeting.

NEW BUSINESS

Retirement – Officer Brian Nallenweg – The Board has received notification of the retirement of Officer Brian Nallenweg and authorization from the Mayor to appoint one (1) police officer. The Board has also received authorization to appoint one (1) police officer to replace a vacancy created by the promotion of James Nettin. The Police Department now has authorization to hire two (2) police officers. Discussion continued.

Motion: To authorize the Police Department to begin background investigations on police officer candidates including polygraph exams in order to obtain 7 candidates for interviews.

Maker: Newman

Second: Anderson

Voice Vote: 2 Ayes, 0 Nays, 1 Absent. All in favor. Motion carried.

Chief Schira noted that the next basic academy date is not until July.

Extension of Probationary Period – Police Officer – Chief Schira presented a recommendation to the Board to extend the probationary period of a police officer.

Motion: To enter into Closed Session to discuss personnel matters.

Maker: Newman

Second: Anderson

Voice Vote: 2 Ayes, 0 Nays, 1 Absent. All in favor. Motion carried.

Motion: To return to Open Session at 5:42 p.m.

Maker: Newman

Second: Anderson

Voice Vote: 2 Ayes, 0 Nays, 1 Absent. All in favor. Motion carried.

Motion: That per Chief Schira's request, the probationary period of Officer Mark Skorup for a period of six (6) months from August 25, 2016 to February 25, 2017.

Maker: Newman

Second: Anderson

Voice Vote: 2 Ayes, 0 Nays, 1 Absent. All in favor. Motion carried.

Discussion – IFPCA Conference – Secretary Anderson stated that the next Illinois Fire & Police Commissioners Conference is being held in Springfield on April 29 & April 30. Conference materials were distributed for review. A brief discussion was held and it was noted that the Fall Conference would be held in this area. The Commissioners preferred the closer location. Anyone wishing to attend the Spring Conference should contact Cheryl.

PUBLIC COMMENTS

None.

ADJOURNMENT

There being no further business to consider, a motion was made by Commissioner Newman to adjourn the meeting at 5:45 p.m. Seconded by Secretary Anderson. All in favor. Motion carried.

Ayes 2 Nays 0 Absent 1

The meeting was adjourned at 5:45 p.m. The next regular meeting will be Tuesday, May 3, 2016 beginning at 5:00 p.m. at the Batavia Police Department.

Respectfully submitted,



Cheryl A. Shimp
Recording Secretary