

# BOARD OF FIRE & POLICE COMMISSIONERS

100 NORTH ISLAND AVENUE  
BATAVIA, ILLINOIS 60510

## MEETING MINUTES

June 8, 2021

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.

This meeting took place in person at the Batavia Police Department Conference room.

Meeting started at 4:00 p.m.

### Roll Call

Members Present: Chairman Nancy Vance; Secretary Dennis Anderson, Commissioner Randy Zies

Members Absent:

Others Present: Chief of Police Daniel Eul; Fire Chief Randy Deicke; Recording Secretary Joanne Miller

### PUBLIC COMMENTS

None.

### APPROVE PREVIOUS MEETING MINUTES

**Motion:** To approve the May 4, 2021 Regular Meeting Minutes.

**Maker:** Zies

**Second:** Vance

**Voice Vote:** 3 Ayes, 0 Nays, 0 Absent. All in favor. Motion carried.

### CORRESPONDENCE

#### Mayor's authorization to Hire two (2) New Patrol Officers

The Commissioners accepted Mayor Schielke's memos dated May 27, 2021, authorizing the Board to hire (2) two new Patrol Officers. One to fill a vacancy created by Officer Justin Howe's retirement on May 28, 2021, and one to fill a vacancy created by Deputy Chief Glenn Autenrieth's retirement on July 2, 2021.

### NEW BUSINESS

Board of Fire and Police Rules and Regulations – The final draft of the Board's revised Rules and Regulations was placed in a local publication on May 13, 2021, and the 10-day period for comments has expired.

**Motion:** To adopt the final draft of the Board of Fire and Police Rules and Regulations.

**Maker:** Anderson

**Second:** Zies

**Voice Vote:** 3 Ayes, 0 Nays, 0 Absent. All in favor. Motion carried

**Motion:** To pay invoice #0521129959 for the amount of \$45.42, payable to Shaw Media for the publication of the revised Rules and Regulations in the local newspaper on May 13, 2021.

**Maker:** Zies

**Second:** Anderson

**Voice Vote:** 3 Ayes, 0 Nays, 0 Absent. All in favor. Motion carried

Police Department

Executive Session

**Motion:** To enter into Executive Session to discuss personnel matters at 4:12 p.m.

**Maker:** Anderson

**Second:** Zies

**Voice Vote:** 3 Ayes, 0 Nays, 0 Absent. All in favor. Motion carried

**Motion:** To return to Open Session at 4:47

**Maker:** Anderson

**Second:** Zies

**Voice Vote:** 3 Ayes, 0 Nays, 0 Absent. All in favor. Motion carried

Jacob Wollenwebber joined the meeting at 4:47 p.m. and presented himself to the Board to articulate his continued desire to serve as a member of the Batavia Police Department. The Board members determined that Jacob has successfully passed all of the requirements to be eligible for hiring and that his position on the eligibility list will be maintained until the next Police Academy spot opens up.

Police Eligibility List

**Motion:** To grant Police Candidates Brock Mathewson & David Grabowski a First Pass on the 2019 Police Officer Eligibility List.

**Maker:** Zies

**Second:** Anderson

**Voice Vote:** 3 Ayes, 0 Nays, 0 Absent. All in favor. Motion carried

**Motion:** To remove Police Candidates Joseph Caballero, Ethan Gates, Seth Martin, Josh Riedel, Patrick Knudtson & Jared James from the 2019 Police Officer Eligibility List, per their request.

**Maker:** Zies

**Second:** Anderson

**Voice Vote:** 3 Ayes, 0 Nays, 0 Absent. All in favor. Motion carried

Police Secondary Eligibility Register Testing – Chief Eul discussed using Stanard and Associates to conduct the written test for the Secondary Eligibility List and the possibility of waiving the fees for the applicants. He also discussed options of having the applicants either take the test on-line or in person.

Police Sergeant Promotion Testing – Chief Eul gave an overview of the Police Sergeant Promotion Test process using Resource Management Associates. The list of books for the exam has been given to the applicants and the Merit and Efficiency portion of the testing process will be the next step. The written test will be held on August 24, oral interviews will be September 13-17, Assessment Center Orientation is October 5<sup>th</sup> with the Assessment Center Exercises conducted October 11-13, 2021.

Review Executive Session Minutes – According to the Illinois Open Meetings Act, Executive Session Minutes should be reviewed twice a year to determine if they should be released to the public. After a brief discussion, the Board determined that the Executive Session Minutes should remain closed.

**Motion:** That the Executive Session minutes from January – June 2021 and all previous Executive Session Minutes shall remain closed and confidential.

**Maker:** Anderson

**Second:** Zies

**Voice Vote:** 3 Ayes, 0 Nays, 0 Absent. All in favor. Motion carried

### OLD BUSINESS

None.

### ADJOURNMENT

There being no further business to consider, a motion was made by Secretary Anderson to adjourn the meeting at 5:26 p.m. Seconded by Commissioner Zies. All in favor. Motion carried.

Ayes 3      Nays 0      Absent 0

The meeting was adjourned at 5:26 p.m. The next regular meeting will be Tuesday, July 6, 2021, beginning at 4:00 p.m. This meeting will be held in the Batavia Police Department Conference Room.

Respectfully submitted,

*Joanne Miller*

Joanne Miller, Recording Secretary