

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF FIRE & POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON JUNE 6, 2018 IN THE CITY COUNCIL CHAMBERS
OF THE BELVIDERE CITY HALL**

CALL TO ORDER: Chair Gonzalez called this Special Meeting of the Board of Fire and Police Commissioners to Order at 6:44 PM.

ROLL CALL: All Commissioners were personally and physically present in the meeting room. No Commissioner attended by electronic or remote methods. No members of the public were present.

PUBLIC COMMENT: There was no Public Comment presented.

READING OF THE MINUTES: By Consensus, the review of all proposed Minutes was deferred until the Board's next Meeting.

COMMUNICATIONS:

A. *Bills Payable.*

(1) The Board reviewed the Invoice from Resource Management Associates for conducting the Assessment Center as part of the Fire Lieutenant and Fire Captain Promotional Testing Process in the amount of \$ 8,519.69. Commissioner Hunter made a verbal Motion To Pay Invoice As Presented. Commissioner Phillips seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and the Invoice approved as presented.

(2) The Board reviewed the Invoice from Rock Valley Publications (aka Belvidere Daily Republican) for the publication of a Legal Notice for the Fire Testing Process in the amount of \$ 126.00. Commissioner Hunter made a verbal Motion To Pay Invoice As Presented. Commissioner Phillips seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and the Invoice approved as presented.

(3) The Board reviewed the Invoice from COPS – FIRE Personnel Testing Service for the administration of the written test to 85 applicants for original appointment as a Firefighter in the amount of \$ 1,589.11. Commissioner Hunter made a verbal Motion To Pay Invoice As

Presented. Commissioner Phillips seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and the Invoice approved as presented.

(4) The Board reviewed the Invoice from Holstrum & Kennedy, P.C. for the provision of Legal Services to the Board in the amount of \$ 4,283.75. Commissioner Phillips made a verbal Motion To Pay Invoice As Presented. Commissioner Hunter seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and the Invoice approved as presented.

B. Police Chief's Report.

Police Chief Shane Woody was not present and thus no report was presented.

C. Fire Chief's Report.

Fire Chef Hyser reported as follows:

(1) Firefighter Stephen Mead has successfully completed his Probationary Period and is now a full-time permanent Firefighter as of 7:00 AM on June 8, 2018; and

(2) Firefighter Todd Winnie has completed one year as a Firefighter for the City – his Probationary review will soon be conducted; and

(3) Fire Captain Brian Harbison as he has accepted the position as Fire Chief for the town of Fox Crossing in Wisconsin; and

(4) There will be Promotions made tonight as stated in the New Business section of the Agenda.

UNFINISHED BUSINESS: NONE.

NEW BUSINESS:

A. Promotional Appointments from Lieutenant to Captain and from Firefighter to Lieutenant.

The Board first reviewed the written report of the psychological examinations for Fire Lt. Schadle and Firefighter Letourneau. Commissioner Phillips made a verbal Motion To Find That Lt. Schadle and Firefighter Letourneau had successfully completed the Psychological

Examination step of the Promotional Process and To Promote Shawn Schadle to the rank of Fire Captain and to promote Firefighter Chris Letourneau to the rank of Fire Lieutenant effective immediately. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and Shawn Schadle is hereby promoted to the rank of Fire Captain and Chris Letourneau is hereby promoted to the rank of Fire Lieutenant.

B. Fire Preference Points.

The Board then discussed the possible amendment of Preference Points for the firefighter original appointments. The Board then conducted a telephone conference with Roberta Holzwarth on this topic and on the possibility of sending a Memo to each applicant as to the establishment of the proposed new Preference Points with the Memorandum to be drafted by the Board's Counsel. Commissioner Phillips then made a verbal Motion To Adopt the proposed Preference Points (see Page 21 of the Board's Rules). Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and the proposed Fire Preference Points is hereby adopted as presented.

C. Set Date for Fire Candidates Allocation of Points.

The Board then discussed scheduling a date for the calculation of requested Preference Points based on filings by the applicants.

ADJOURNMENT:

Commissioner Hunter made a verbal Motion To Adjourn. Chair Gonzalez verbally seconded this Motion. A voice vote was held and Chair Gonzalez declared the Motion as Passed and the Meeting was adjourned. The Meeting adjourned at 7:34 P.M.

Respectfully Submitted,



Michael J. Phillips
Secretary of the Board of Fire and
Police Commissioners

APPROVED by Vote of the Board of Fire and Police Commissioners on January 9, 2018.