

Meeting Minutes of the Regular Meeting
City of St. Charles
Board of Fire & Police Commissioners
Monday, September 14, 2020
5:00 p.m.
Fire Department Training Conference Room
2nd Floor Century Station

Present: Chairman Keith Rollins, Mr. John Kennedy, Mr. Patrick Reed, Mr. Geoff Pretkelis

Absent: Tony Stancati

Also Present: Fire Chief Scott Swanson, Deputy Chief Chuck Pierce; Police Department, Denice Brogan; Human Resources, Carole Murphy; Recording Secretary

1. Call to Order

Mr. Keith Rollins called the meeting to order at 5:01 pm.

2. Roll Call

Roll was called with four members present.

3. Public Forum

N/A

4. Executive Session

A motion to go into Executive Session was made by Mr. John Kennedy and seconded by Mr. Geoff Pretkelis at 5:03 p.m.

The motion was passed by a unanimous voice vote of all members present.

a. June 8, 2020 Executive Session Minutes

A motion was made by Geoff Pretkelis and 2nd by John Kennedy to approve the minutes of the executive session based on the addition of a Firefighter Candidate Background to the minutes.

The motion was passed by a unanimous voice vote of all members present.

b. July 29, 2020 Executive Session Minutes

A motion was made by John Kennedy and 2nd by Geoff Pretkelis to approve the minutes of the executive session based on the spelling correction of the Police Department candidate's name.

The motion was passed by a unanimous voice vote of all members present.

c. Review Background for Police Department Candidate

Deputy Chief Pierce presented and reviewed the background report for a Police Department candidate.

A motion was made by Mr. Geoff Pretkelis and seconded by Mr. John Kennedy to end Executive Session at 5:23.

The motion was passed by a unanimous voice vote of all members present.

5. Review/Approve Minutes

a. June 8th, 2020 Regular Meeting Minutes

A motion was made by Patrick Reed and seconded by Geoff Pretkelis to approve the minutes of the June 8, 2020 regular meeting as presented.

The motion was passed by a unanimous voice vote of all members present.

b. July 29, 2020 Special Meeting Minutes

A motion was made by Geoff Pretkelis and seconded by John Kennedy to approve the minutes of the July 29, 2020 special meeting as presented.

The motion was passed by a unanimous voice vote of all members present.

6. Approval of Police Candidate Background Pending Review

After review of the results for the Police Department candidate background in executive session, DC Pierce recommended approval to move forward with the traditional hiring process and sending a conditional offer letter.

A motion was made by John Kennedy and seconded by Patrick Reed to move forward with the traditional hiring process and to send a conditional offer letter to the Police Department candidate.

The motion was passed by a unanimous voice vote of all members present.

7. Recommendation and Approval for Permanent Appointment of Three Police Officers

Deputy Chief Chuck Pierce provided performance summaries for Officer Bonifas, Officer Wold and Officer Schumacher stating they have successfully completed their probationary period and recommended permanent appointment to the St. Charles Police Department.

A motion to permanently appoint Officer Bonifas to the St. Charles Police Department was made by John Kennedy and seconded by Patrick Reed.

The motion was passed by a unanimous voice vote of all members present.

A motion was made to permanently appoint Officer Wold to the St. Charles Police Department was made by Geoff Pretkelis and seconded by John Kennedy.

The motion was passed by a unanimous voice vote of all members present.

A motion was made to permanently appoint Officer Schumacher to the St. Charles Police Department was made by Geoff Pretkelis and seconded by John Kennedy.

The motion was passed by a unanimous voice vote of all members present.

8. Discussion Regarding Police Department Testing

Deputy Chief Pierce reviewed the current statute for Police and Fire testing. He stated he would like the Police Department to draft a flyer that would be distributed to military bases for recruitment. DC Pierce would like the option to test for the Police Department more than every 2 years, and cannot find anything in the statute that would prevent this. DC Pierce would like to start recruiting before a current list is exhausted and asked if the Board's attorney could be consulted to see if this could be done.

Geoff Pretkelis commented new people would not be able to be combined on a current list. Therefore, does not know how this could potentially work unless the current list is exhausted.

Keith Rollins suggested DC Pierce call the Boards attorney on behalf of the association for advice.

9. Request Approval for Fire Department Captain's Promotional Process

Fire Chief Swanson requested permission to conduct testing for the Captain Promotional Testing process explaining there will be an impending vacancy for a Captain and the current list has been exhausted. Chief Swanson would like to send notice of testing by mid to late December for the rank of Captain. Chief Swanson expects a promotion of this list as soon as it's posted as the vacant Assistant Chief position is to be filled by the end of the year.

A motion was made by John Kennedy and seconded by Geoff Pretkelis to approve the Captain Promotional testing process.

The motion was passed by a unanimous voice vote of all members present.

10. Other Business

Chief Swanson stated the Fire Department will also be needing to start the process for a new hire list next summer. The current list will expire in September 2021.

11. Adjournment

With no further business, a motion was made to adjourn the meeting by Patrick Reed and seconded by Geoff Pretkelis.

The motion was passed by a unanimous voice vote of all members present.

The meeting was adjourned at 5:40 pm.

Respectfully Submitted by Carole Murphy; Recording Secretary