

Meeting Minutes of the Special Meeting  
City of St. Charles  
Board of Fire & Police Commissioners  
Monday, November 1, 2021  
5:00 p.m.  
Fire Department Training Conference Room  
2<sup>nd</sup> Floor Century Station

Present: Keith Rollins, Patrick Reed, Anthony Stancati, Geoff Pretkelis

Absent: Cliff Carrigan

Also Present: Fire Chief Scott Swanson, Deputy Chief Chuck Pierce, Carole Murphy; Recording Secretary

**1. Call to Order**

Keith Rollins called the meeting to order at 5:02 pm.

**2. Roll Call**

Roll was called with four members present.

**3. Public Forum**

N/A

**4. Review/Approve Minutes**

**a. September 13, 2021 Regular Meeting**

A motion was made by Tony Stancati and seconded by Geoff Pretkelis to approve the minutes of the September 13, 2021 regular meeting as presented.

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

**5. Executive Session**

A motion was made by Tony Stancati and seconded by Patrick Reed to move into executive session at 5:03 pm.

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

A motion was made by Geoff Pretkelis and seconded by Tony Stancati to come out of executive session at 5:10 PM.

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

**6. Approval of 2 Police Backgrounds with Conditional Offers**

After review of the 2 Police candidate backgrounds and having no concerns, DC Pierce asked for the Boards approve to move forward to accept the backgrounds as presented and move forward with conditional offers for both candidates.

- A motion was made to approve the background and make a conditional offer of employment to Ryan Carrigan by Patrick Reed and seconded by Tony Stancati. The motion was passed by a unanimous voice vote of all members present.

- A motion was made to approve the background and make a conditional offer of employment to Karl Witt by Patrick Reed and seconded by Tony Stancati.  
The motion was passed by a unanimous voice vote of all members present.

**7. Approval of Upcoming Battalion Chief Promotional Testing Process**

Chief Swanson explained the Battalion Chiefs list has expired last April. The union agreed to extend the testing process by 1 year with a Memorandum of Understanding. There are currently 4 eligible candidates to test for Battalion Chief. This process will take approximately 3 to 4 months and Chief Swanson asked the Board for approval to announce the promotional testing process in January to begin testing in February for another 2-year list.

A motion was made by Patrick Reed and seconded by Tony Stancati to approve the promotional testing process for Battalion Chief beginning in February 2022.  
The motion was passed by a unanimous voice vote of all members present.

**8. Other Business**

N/A

**9. Adjournment**

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

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

The meeting was adjourned at 5:14 pm.

Respectfully Submitted by Carole Murphy; Recording Secretary