

Meeting Minutes of the Special Meeting  
City of St. Charles  
Board of Fire & Police Commissioners  
Wednesday, December 12, 2018  
5:00 p.m.  
Fire Department Training Conference Room  
2<sup>nd</sup> Floor Century Station

Present: Mr. Keith Rollins, Mr. Geoff Pretkelis, Mr. John Kennedy  
Absent: Mr. Don Haines, Dr. Steven Baginski  
Also Present: Fire Chief Joe Schelstreet, Police Chief James Keegan, Deputy Police Chief Steven Bedell, Ms. Denice Brogan; Human Resources, Sara Cass; Recording Secretary, Carole Murphy; Recording Secretary

**1. Call to Order**

Mr. Keith Rollins called the meeting to order at 5:00 pm.

**2. Roll Call**

Roll was called with three members present.

**3. Public Forum**

No Report

**4. Approval of Minutes**

- a. A motion was made by Mr. Kennedy and seconded by Mr. Pretkelis to accept the minutes of the November 12, 2018 regular meeting. The minutes were passed as presented by a unanimous voice vote of all members present.

**5. Approval to make a conditional offer of employment to three Police Department traditional hire applicants.**

Deputy Chief Bedell presented the Board with three background investigations for Police Department candidates and requested approval from the Board to make conditional offers so that the candidates could move on in the hiring process. This would allow them to attend the academy in January. The backgrounds were reviewed and discussed.

\*Two members of the public entered the meeting at 5:13 pm.  
Chief Schelstreet explained the purpose of the Board.

\*Carole Murphy entered the meeting at 5:14 pm.

**Conditional Offers**

The Police Department requested the approval of the Board to make conditional offers of employment to 3 candidates.

- o A motion was made by Mr. John Kennedy and seconded by Mr. Geoff Pretkelis to make a conditional offer of employment to Mr. Bryce Rentschler. The motion was passed by a unanimous voice vote of all members present.

- A motion was made by Mr. Geoff Pretkelis and seconded by Mr. John Kennedy to make a conditional offer of employment to Mr. Thomas Fawkes. The motion was passed by a unanimous voice vote of all members present.

- A motion was made by Mr. Geoff Pretkelis and seconded by Mr. John Kennedy to make a conditional offer of employment to Mr. Matthew Kraus. The motion was passed by a unanimous voice vote of all members present.

**6. Approval for permanent appointment for Officer Justin Bennett.**

With completion of his probation period, Deputy Chief Bedell asked the Board for approval for the permanent appointment of Police Officer Justin Bennett. A motion was made by Mr. Geoff Pretkelis and seconded by Mr. Keith Rollins to accept the permanent appointment of Police Officer Justin Bennett. The motion was passed by a unanimous voice vote of all members present.

**7. Other Business**

Ms. Brogan stated the Sergeant process is underway. Essays are due back to her by Friday, December 14, 2018. January 30th has been reserved for interviews. Keith Rollins, Geoff Pretkelis and Steve Baginski are designated to be the interview panel. Chief Keegan believes there are 12 candidates and the full day will be needed for interviews.

**8. Executive Session**

**a. Matters of Employment – 5 ILCS 120/2(c)(1)**

A motion was made by Mr. John Kennedy and seconded by Mr. Geoff Pretkelis to adjourn to Executive Session for discussion of personnel. The motion passed by unanimous voice vote of those members present and the meeting was adjourned at 5:17 PM.

A motion was made by Geoff Pretkelis and seconded by John Kennedy to come out of executive session. The motion passed by unanimous voice vote of those members present and the meeting the meeting reconvened at 5:21 pm

**9. Adjournment**

With no further business, a motion was made to adjourn the meeting by Mr. John Kennedy and seconded by Mr. Geoff Pretkelis.

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

The meeting was adjourned at 5:26 pm.

Respectfully Submitted by Sara Cass/Carole Murphy; Recording Secretary