



**AGENDA ITEM EXECUTIVE SUMMARY**

Title: Recommendation to approve Minor Changes to the Rules and Regulations of the Board of Fire and Police Commissioners

Presenter: Fire Chief Joseph Schelstreet

*Please check appropriate box:*

<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 05.26.15
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council

Estimated Cost:	\$0	Budgeted:	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
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If NO, please explain how item will be funded:

**Executive Summary:**

The Board of Fire and Police Commissioners has made two minor changes to their rules and regulations. These changes involve the process followed when defective applications are turned in and the Oath of Office utilized during the swearing in ceremony for new Firefighters and Police Officers. The Board of Fire and Police Commissioners approved the changes at their regular meeting held on April 13.

**Attachments:** *(please list)*

Ordinance and amended pages of the Rules and Regulations

**Recommendation / Suggested Action** *(briefly explain):*

Recommendation to approve minor changes to the rules and regulations of the Board of Fire and Police Commissioners.

*For office use only:*

*Agenda Item Number: 4.a*

**City of St. Charles, Illinois**

**Ordinance No. 2015-M-**

**An Ordinance Amending Title 2, Chapter 2.24 “Board of Fire and Police Commissioners,” Section 2.24.040 Powers and Duties and Section 2.24.060 Rules and Regulations**

WHEREAS, the City of St. Charles (the "City") is a home rule municipality duly organized and existing pursuant to the Illinois Constitution of 1970 and the laws of the State of Illinois; and,

WHEREAS, the City has provided for a Board of Fire and Police Commissioners pursuant to the City's statutory and home rule authorities; and

WHEREAS, The Board of Fire and Police Commissioners has approved certain Rules and Regulations; and

WHEREAS, the City finds it necessary to amend Title 2, Chapter 2.24 as follows:

Chapter II, Section 4 – Defective Applications shall be deleted in its entirety and Sections 5, 6 and 7 renumbered accordingly.

Chapter V, Section 3 – Oath of Office shall be deleted in its entirety and the following substituted therefore:

**Section 3 – Oath of Office**

Before entering duty, any person about to become a member of the Fire or Police Department, shall take the following oath, before any person authorized to administer oaths in the State of Illinois:

Oath

I, \_\_\_\_\_, do solemnly swear or affirm that I will support the Constitution of the United Sates, the laws of the State of Illinois, the ordinances of the City of St. Charles, and the Rules and Regulations of the Board of Fire and Police Commissioners, and that I will faithfully discharge the duties of the office of \_\_\_\_\_ to the best of my ability.

\_\_\_\_\_  
Affirmant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman  
Board of Fire & Police Commissioners

\_\_\_\_\_  
Date

Signed and Sworn to before me this  
\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
City Clerk

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES, KANE AND DUPAGE COUNTIES, ILLINOIS, AS FOLLOWS:

1. That Title 2, Chapter 2.24 of the St. Charles Municipal Code shall be amended as presented.

PRESENTED to the City Council of the City of St. Charles, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

PASSED by the City Council of the City of St. Charles, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

APPROVED by the Mayor of the City of St. Charles, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

\_\_\_\_\_  
Raymond P. Rogina, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

COUNCIL VOTE:

- Ayes:
- Nays:
- Absent:
- Abstain:

Ordinance No. \_\_\_\_\_

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APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

DATE: \_\_\_\_\_

- m) Who has been previously disqualified for employment with the City of St. Charles due to the failure of a polygraph exam, the failure of a police background investigation, the failure of a psychological examination or the failure of a medical exam which includes a drug test, shall be disqualified for any future consideration.

Any applicant, or eligible, deemed disqualified hereunder, shall be notified by the Board.

#### **SECTION 4 - AGE REQUIREMENTS.**

Applicants shall be under 35 years of age, at the time of application and at such time as the final eligibility list is posted, unless exempt from such age limitation as provided in Section 5/10-2.1-6 of the Fire and Police Commissioner's Act. Applicants, at such time as they file their application with this board, must be 21 years of age. Proof of birth date will be required at time of application.

#### **SECTION 5 - NOTICE OF ACCEPTANCE.**

The Secretary will notify all applicants whose applications have been accepted by the Board to be present for orientation and subsequent examination with an executed Physicians Certificate that they are physically capable of participating in a strenuous "Physical Aptitude Test."

#### **SECTION 6 - RELEASE OF LIABILITY.**

All applicants shall execute and deliver to the Board a release of all liability as the result of taking a "Physical Aptitude Test" in favor of the City of St. Charles on a form to be prescribed by the Board.

**CHAPTER V - ORDER OF RANK, CLASSIFICATION AND OATH OF OFFICE**

**SECTION 1 - RANK.**

The order of rank in the Police Department shall be as provided by ordinance and municipal budget.

The order of rank in the Fire Department shall be as provided by ordinance and municipal budget.

**SECTION 2 - CLASSIFICATION.**

The Board classifies such offices in the fire and police departments for the purpose of establishing and maintaining standards of examinations and promotions based upon job descriptions and departmental regulations.

**SECTION 3 - OATH OF OFFICE.**

Before entering duty, any person about to become a member of the Fire or Police Department, shall take the following oath, before any person authorized to administer oaths in the State of Illinois:

Oath

I, \_\_\_\_\_, do solemnly swear or affirm that I will support the Constitution of the United States, the laws of the State of Illinois, the ordinances of the City of St. Charles, and the Rules and Regulations of the Board of Fire and Police Commissioners, and that I will faithfully discharge the duties of the office of \_\_\_\_\_ to the best of my ability.

\_\_\_\_\_  
Affirmant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman  
Board of Fire & Police Commissioners

\_\_\_\_\_  
Date

Signed and Sworn to before me this  
\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
City Clerk