



## Regular Meeting

Police Department Training Room  
April 13, 2022 – 5:15 p.m.

**Present:** Chairman Mary White, Commissioner Tom Ausman, Commissioner Bob Allen.

**Others present:** Administrative Assistant Sara Young, Police Chief Alex Chavira, Fire Chief Mike Dettman.

Chairman Mary White called the meeting to order at 5:18 p.m.

Roll call was taken. All present.

### **Approval of Minutes**

Motion by Commissioner Ausman to approve the minutes from the January 12, 2011 regular meeting and March 29, 2022 Special meeting. Motion seconded by Commissioner Allen. Roll call was taken. Motion approved.

### **Communications**

Board received notice from Campion, Barrow & Associates employment evaluations to increase from \$440 to \$455. Motion by Commissioner Allen to accept the price increase. Motion seconded by Commissioner Ausman. Roll call was taken. Motion approved.

Commendations received from the police department for Bronson Russell – Unusual Bravery; Bryce Stanley – Unusual Bravery; Shane Bland – Outstanding Police Action for a house fire call on January 31, 2022.

### **Visitors**

None

### **Reports**

Fire Department – Deputy Chief Dettman reported 3 firefighters (Kurt Landis, Mike Liedberg, Vince Morris) completed IL Fire Service Institute Fire Investigations training. The fire department is waiting on their test results. Captain Mackey & Captain Meyers attended a Leadership & Development training. The three new recruits are attending fire academy and will graduate in July. On May 10, 2022 at a ceremony in Springfield the State Fire Marshall's Office – FF Avelar, FF Pfister, and FF Kimpel will be awarded the Medal of Valor for a fire on Johnson Ave last September. Firefighter Excellence Award posthumously to Captain Garrett Ramos and FF Nick Hammer for Rock Falls Civic Plaza fire from March 2021. Captain Garrett Ramos also to be honored as an Illinois Fallen Firefighter.

Police Department – Chief Alex Chavira reported Officer Muntean & Officer Venema have been released to solo patrol and assigned to a shift. Sgt. Ryan Potthoff has completed the first five weeks of Staff & Command training at Northwestern. Plans are in process for a police academy at Sauk Valley Community College. They are hoping to have open by the end of the year. The academy to follow the curriculum from the Police Training Institute.

### **Pending Business**

Location change Police Sergeant Testing – No change to be made in the location of the testing. The police department thought their training room was not going to be available. As of now the room is available. The board to be kept informed if any change needs to be made.

Police Secondary List Amendment – Motion was approved at the September 30, 2021 meeting to waive the written test requirement to incorporate the language used by Dixon Fire & Police Commission. Amendment was to be sent to

attorney for review. Amendment was presented again to the board to make sure no other changes need to be made before sending to attorney for review. Motion by Commissioner Ausman to approve the secondary list amendment as presented and forward to attorney for review. Motion seconded by Commissioner Allen. Roll call was taken. Motion approved.

### **New Business**

Chairman/Secretary Election – Motion by Commissioner Ausman to re-elect Mary White as Chairman. Motion seconded by Commissioner Allen. Roll Call was taken. Ausman – yes, Allen – yes.

Motion by Commissioner Ausman to re-elect Bob Allen as Secretary. Motion seconded by Chairman White. Roll call was taken. White – yes, Ausman – yes.

Year End Report Approval – Year End Report for 2021 presented to Board, Police Chief Chavira, and Fire Chief Dettman.

Motion by Commissioner Allen to approve the report as presented. Motion seconded by Commissioner Ausman. Roll call was taken. Motion approved. Year End Report to be forwarded to the City Council.

2022-2023 Budget Approval – Budget was presented to Board for approval. Motion by Commissioner Allen to approve the budget as presented. Motion seconded by Commissioner Ausman. Roll call was taken. Motion approved.

Records Disposal Application Approval – Request for Records disposal presented for approval. Submitted application included records dated from 1995 thru 2018 - Applications for Employment, Background Checks, Eligibility Lists, Physical Aptitude Test Release of Liability, Police / Fire Exam Results, and Resignations. After discussion, it was decided to amend application to dispose of records dated from 1995 thru 2016. Motion by Commissioner Ausman to approve records application disposal dated from 1995 thru 2016. Motion seconded by Commissioner Allen. Roll call was taken. Motion approved.

New Application – New job application for both fire & police was sent out to commissioners for review prior to meeting. The new application is more user friendly, pdf fillable, and more detailed. Motion by Commissioner Allen to accept the application as presented. Motion seconded by Commissioner Ausman. Roll call was taken. Motion approved.

Police Lateral Application – Reminder to the board, one lateral application is still on file. The police department have no open positions. Chairman White advised the board the lateral application is good for 24 months from the date of the application. Application will be kept on file and acted upon if necessary.

Fire Department Background Needed – Chief Dettman advised the board that the fire department will have an open position to fill in the near future. He asked for the next background to be started. Background for Applicant #4 to be started.

Meeting Recording Review/Retain Closed Minutes – Motion by Commissioner Ausman to move to Executive Session at 6:13 p.m. Motion seconded by Commissioner Allen. Roll call was taken. Motion approved.

Motion by Commissioner Ausman to return to open session at 6:30 p.m.

Motion by Commissioner Ausman to maintain Executive Session minutes from December 15, 2014, October 11, 2017, November 1, 2021 meeting. Motion included release of minutes from April 13, 2022 meeting. All other minutes reviewed are no longer considered confidential and are available for release. Motion seconded by Commissioner Allen. Roll call was taken. Motion approved.

Meeting adjourned at 6:33 p.m.