

Minutes of the meeting of the Fire and Police Commission held Wednesday, February 6, 2013 at 7:30 a.m. in the City Hall conference room.

Present at the meeting: Commissioners Dennis Short and Frank Mackaman

Also present: Fire Chief Kurt Nelson, Police Deputy Chief Jim Kaminski

Commissioner Short called the meeting to order at 7:35 a.m.

A motion was made by Commissioner Mackaman to approve the meeting agenda. Commissioner Short seconded the motion. All in favor.

A motion was made by Commissioner Mackaman to approve the December 5, 2012 meeting minutes. Note – There was no January, 2013 meeting. Commissioner Short seconded the motion. All in favor.

Departmental Reports:

1. FD – Probationary Reports

The probationary officers are doing well.

Commissioner Mackaman made a motion to receive and file these reports. The motion was seconded by Commissioner Short. All in favor.

2. PD – Probationary Reports

Deputy Chief Kaminski presented two versions of probationary reports to the commissioners. He asked which form they prefer to receive. The commissioners prefer the new form and monthly reports are sufficient.

Commissioner Mackaman made a motion to receive and file these reports. The motion was seconded by Commissioner Short. All in favor.

3. PD – TAC Report 5138

Commissioner Mackaman made a motion to receive and file this report. Commissioner Short seconded the motion. All in favor.

4. PD – PM 2013-02

Deputy Chief Kaminski reported that this has not been a chronic issue, but occasional.

Commissioner Mackaman made a motion to receive and file this report. Commissioner Short seconded the motion. All in favor.

Bills:

1. FD – Stanard & Assoc. – Pre-Employment Psych. – 5697 - \$395.00
2. FD – IWIRC – Pre-Employment Physical – 5697 - \$396.80
3. FD – Peoria Journal Star – FD Employment Ads – \$498.03
4. PD – Stanard & Assoc. – Pre-Employment Psych. – 5138 - \$395.00
5. PD – KCB Info. Services – Pre-Employment Background – 5138 - \$15.00
6. PD – Seth Ranney – Lunch Reimb. Background Work - \$5.78

Commissioner Mackaman made a motion to acknowledge payment of the above listed bills. The motion was seconded by Commissioner Short. All in favor.

Old Business:

FD – Status – Original Appointment Application Process

A total of 53 application packets were received. The commissioners and Fire Chief Nelson will review previous oral interview questions and oral interview questions will be developed for the upcoming testing.

New Business

Budget

A budget request letter will be sent to the mayor and city manager asking for the commission budget to be increased from \$15,000 to \$22,500.

5 ILCS 120/2 (c) 1 – Personnel

A former police department employee who resigned in 2005 contacted the commission requesting a copy of his pre-employment medical report from when he was hired in 2000. Lee Ann was instructed to forward him a release form and when it is received signed and notarized, the forms can be sent to him. A copy of the signed release will be retained in his file.

Fire Chief Nelson alerted the commission that he is in the process of serving the commission with a request to file charges on a firefighter.

All Other Business Deemed Necessary by the Commissioners

The next regular meeting will be March 6, 2013 at 7:30 a.m. in the City Hall conference room.

Submitted:


Dennis Short, Chairman

Attest:


Michael Franks, Secretary


Frank Mackaman, Commissioner