

State of Illinois) SS
Belvidere, Illinois)

BELVIDERE CITY COUNCIL
REGULAR MEETING
AGENDA

August 7, 2017

Convened in the Council Chambers, 401 Whitney Blvd, Belvidere IL at 7:00 p.m.
Mayor Chamberlain presiding.

(1) Roll Call:

(2) Pledge of Allegiance:

Invocation: Mayor Chamberlain.

(3) Public Comment: (Please register with the City Clerk):

(4) Approval of minutes of the regular meeting of the Belvidere City Council of
July 17, 2017; as presented.

(5) Public Hearing: None.

(6) Special Messages and Proclamations:

(A) Alliance against Intoxicated Motorists – 2016 DUI Enforcements
Officer Paul King, Officer Ethan Berillo and Officer Joseph McDermott
presented by Art and Kelli Krenzer.

(7) Approval of Expenditures: None.

(8) Committee Reports and Minutes of City Officers:

(A) Belvidere Police Department Overtime Reports of July 4, 2017 through
July 17, 2017 and July 18, 2017 through July 31, 2017.

(B) Belvidere Fire Department Overtime Reports of July 5, 2017 through
July 18, 2017; July 11, 2017 and July 19, 2017 through August 1, 2017.

(C) Monthly Report of Community Development/Planning Department for
July 2017.

(D) Minutes of Fire & Police Commission of March 2, 2017; March 16, 2017;
April 19, 2017; May 3, 2017; June 14, 2017; June 28, 2017; July 5, 2017
and July 13, 2017.

(E) Minutes of City-County Coordinating Committee of July 12, 2017.

(F) Minutes of Committee of the Whole – Public Safety and Finance and
Personnel of July 24, 2017.

(9) Unfinished Business:

- (A) Ord. #363H – 2nd Reading: An Ordinance Amending Chapter 151, Subdivision Ordinance of the Municipal Code (Recording the Final Plat).
- (B) Ord. #364H -2nd Reading: An Ordinance Authorizing the Settlement of Certain Claims Surrounding Aerator Blowers for the Waste Water Treatment Plant.

(10) New Business:

- (A) Motion to reconsider Ord. #361H – An Ordinance Amending Chapter 26, Businesses of the City of Belvidere Municipal Code.
- (B) Res. #2063-2017: A Resolution Authorizing the Execution of an Intergovernmental Agreement for the Illinois Municipal League Risk Management Association.

Motions forwarded from Committee of the Whole – Public Safety and Finance and Personnel of July 24, 2017.

Public Safety Motions – Chairman Crawford:

- (A) Motion to approve the purchase of rope and harnesses for the Belvidere Fire Department at a cost not to exceed \$3,604. This equipment is budgeted from equipment line item 220-8200.
- (B) Motion to authorize the replacement of K-9 Ralphy at a cost not to exceed \$6,500 from FM K-9 (Faus-McHenry K-9) in Berrien Center, MI with monies coming from donations as detailed in memo from Deputy Chief Wallace dated July 6, 2017.
- (C) Motion to accept the grant award monies from Enbridge Energy Company and Boone County Soil and Water Conservation District for the purchase of traffic safety and crowd control emergency equipment at a cost not to exceed \$1,500.

Finance Motion – Chairman Ratcliffe:

- (D) Motion to approve a RFP not to exceed \$5,000 for the former National Sewing Machine Building with Gary W. Anderson Architects.

Public Works Motion – Chairman Brooks:

- (E) Motion to approve the proposal from Ceroni Piping/Engel Electric in the amount of \$98,754 to complete the blower building modifications at the WWTP. This work will be paid for by Atlas-Copco.

(11) Adjournment:

State of Illinois SS
Belvidere, Illinois

**Belvidere City Council
Regular Session
Minutes**

Date: July 17, 2017

Convened in the Belvidere City Council Chambers, 401 Whitney Blvd, Belvidere Illinois at 7 p.m.

Mayor Chamberlain presiding:

(1) Roll Call: Present: M. Borowicz, R. Brooks, G. Crawford, W. Frank, M. Freeman,
T. Porter, T. Ratcliffe, D. Snow and C. Stevens,
Absent: M. Sanderson.

Other staff members in attendance:

Finance Director Becky Tobin, Building Director Lesa Morelock, Public Works Director Brent Anderson, Community Development Planner Gina DelRose, Fire Chief Hyser, Police Chief Noble and City Clerk Arco.

(2) Pledge of Allegiance:

Invocation: Mayor Chamberlain:

(3) Public Comment: Audience members whom spoke against the Sidewalk Café Ordinance: Nicholas Harris, Catrina Brighton, Lori Mason, Cory Thornton and Bill Hajdys.
Mark Bezik spoke in favor of the Sidewalk Café Ordinance.
Alderman Snow read a letter a constituent wrote wishing for more enforcement for fireworks violations.

(4) Approval of Minutes:

(A) Approval of minutes of the regular meeting of the Belvidere City Council of July 3, 2017; as presented.

Motion by Ald. Snow, 2nd by Ald. Borowicz to approve the minutes of the regular meeting of the Belvidere City Council of July 3, 2017. Roll Call Vote: 9/0 in favor. Ayes: Borowicz, Brooks, Crawford, Frank, Freeman, Porter, Ratcliffe, Snow and Stevens. Nays: None. Motion carried.

(5) Public Hearing:

Mayor Chamberlain opened the public hearing at 7:56 p.m. and read the publication that appeared in the Boone County Journal on June 30, 2017 regarding Annexation Agreement Relating to Real Property Generally Located on Ipsen Road, South of Newburg Road. The Mayor asked if there was any one present who wished to address the public hearing, there being none the public hearing was closed at 8:01 p.m.

(6) Special Messages and Proclamations: None.

(7) Approval of Expenditures: General & Special Fund Expenditures: \$2,105,340.14
Water & Sewer Fund Expenditures: \$ 352,591.62

Motion by Ald. Snow, 2nd by Ald. Ratcliffe to approve the General & Special Fund Expenditures in the amount of \$2,105,340.14. Roll Call Vote: 9/0 in favor. Ayes: Brooks, Crawford, Frank, Freeman, Porter, Ratcliffe, Snow, Stevens and Borowicz. Nays: None. Motion carried.

Motion by Ald. Borowicz, 2nd by Ald. Frank to approve the Water & Sewer Fund Expenditures in the amount of \$352,591.62. Roll Call Vote: 9/0 in favor. Ayes: Crawford, Frank, Freeman, Porter, Ratcliffe, Snow, Stevens, Borowicz and Brooks. Nays: None. Motion carried.

(8) Committee Reports & Minutes of City Officers:

- (A) Belvidere Police Department Overtime Report of June 20, 2017 through July 3, 2017.
- (B) Belvidere Fire Department Overtime Report of June 20, 2017 through July 4, 2017.
- (C) Monthly Treasurer's Report for June 2017.
- (D) Monthly General Fund Report for June 2017.
- (E) Monthly Water/Sewer Fund Report for June 2017.
- (F) Monthly Building Department Revenue Report for June 2017.
- (G) Community Development/Planning Department Report for June 2017.
- (H) Minutes of Planning and Zoning Commission of July 11, 2017.

Let the record show these reports and minutes were placed on file.

- (I) Minutes of Committee of the Whole – Building, Planning and Zoning and Public Works of July 10, 2017.

Motion by Ald. Snow, 2nd by Ald. Porter to approve the minutes of Committee of the Whole – Building, Planning and Zoning and Public Works of July 10, 2017. Roll Call Vote: 9/0 in favor. Ayes: Frank, Freeman, Porter, Ratcliffe, Snow, Stevens, Borowicz, Brooks and Crawford. Nays: None. Motion carried.

(9) Unfinished Business:

- (A) Ord. #353H – 2nd Reading: An Ordinance Amending Section 98-12 of the City of Belvidere Municipal Code (Sidewalk Cafes).

Motion by Ald. Crawford, 2nd by Ald. Brooks to pass Ord. #353H. Roll Call Vote: 2/7 in favor. Ayes: Freeman and Crawford. Nays: Porter, Ratcliffe, Snow, Stevens, Borowicz, Brooks and Frank. Motion lost.

- (B) Ord. #359H – 2nd Reading: An Ordinance Authorizing the Execution of an Annexation Agreement between the City of Belvidere and Jack Pease Jr.

Motion by Ald. Snow, 2nd by Ald. Borowicz to pass Ord. #359H. Roll Call Vote: 9/0 in favor. Ayes: Porter, Ratcliffe, Snow, Stevens, Borowicz, Brooks, Crawford, Frank and Freeman. Nays: None. Motion carried.

- (C) Ord. #360H – 2nd Reading: An Ordinance Annexing Certain Territory, Owner Jack Pease Jr. to the City of Belvidere, Boone County, Illinois.

Motion by Ald. Snow, 2nd by Ald. Borowicz to pass Ord. #360H. Roll Call Vote: 9/0 in favor. Ayes: Ratcliffe, Snow, Stevens, Borowicz, Brooks, Crawford, Frank, Freeman and Porter. Nays: None. Motion carried.

- (D) Ord. #358H – 2nd Reading: An Ordinance Granting a Special Use for a Planned Development within the RH, Rural Holding District (Jack Pease Jr. Ipsen Road).

Motion by Ald. Snow, 2nd by Ald. Borowicz to pass Ord. #358H. Roll Call Vote: 9/0 in favor. Ayes: Snow, Stevens, Borowicz, Brooks, Crawford, Frank, Freeman, Porter and Ratcliffe. Nays: None. Motion carried.

- (E) Ord. #361H – 2nd Reading: An Ordinance Amending Chapter 26, Businesses of the City of Belvidere Municipal Code.

Motion by Ald. Crawford, 2nd by Ald. Brooks to pass Ord. #361H. Roll Call Vote: 6/4 in favor. Ayes: Brooks, Crawford, Freeman, Porter, Ratcliffe and Mayor Chamberlain. Nays: Stevens, Borowicz, Frank and Snow. Motion carried.

- (F) Ord. #362H – 2nd Reading: An Ordinance Authorizing the Sale of Certain Personal Property (Fire Department Vehicle).

Motion by Ald. Snow, 2nd by Ald. Frank to pass Ord. #362H. Roll Call Vote: 9/0 in favor. Ayes: Borowicz, Brooks, Crawford, Frank, Freeman, Porter, Ratcliffe, Snow and Stevens. Nays: None. Motion carried.

(10) New Business:

- (A) Ord. #363H – 1st Reading: An Ordinance Amending Chapter 151, Subdivision Ordinance of the Municipal Code (Recording the Final Plat).
- (B) Ord. #364H – 1st Reading: An Ordinance Authorizing the Settlement of Certain Claims Surrounding Aerator Blowers for the Waste Water Treatment Plant.

Let the record show Ordinances #363H and #364H were placed on file for first reading.

- (C) Res. #2062-2017: Recognition of Belvidere/Boone County Citizen Corps Commission.

Motion by Ald. Snow, 2nd by Ald. Borowicz to adopt Res. #2062-2017. Roll Call Vote: 9/0 in favor. Ayes: Brooks, Crawford, Frank, Freeman, Porter, Ratcliffe, Snow, Stevens and Borowicz. Nays: None. Motion carried.

Motions forwarded from Committee of the Whole – Building, Planning and Zoning and Public Works of July 10, 2017.

- (A) Motion to approve the low bid from Mechanical Inc. in the amount of \$1,545,000 to complete the sludge thickening improvements at the WWTP. This work will be paid for from the Sewer Depreciation Fund. Roll Call Vote: 9/0 in favor. Ayes: Crawford, Frank, Freeman, Porter, Ratcliffe, Snow, Stevens, Borowicz and Brooks. Nays: None. Motion carried.

- (B) Motion by Ald. Snow, 2nd by Ald. Crawford to waive the bidding process for repairs to Well #7. Roll Call Vote: 9/0 in favor. Ayes: Frank, Freeman, Porter, Ratcliffe, Snow, Stevens, Borowicz, Brooks and Crawford. Nays: None. Motion carried.
- (C) Motion to approve the cost estimate from Great Lake Water Resources in the amount of \$159,510 for the repair, rehabilitation and reinstalling of Well #7. This work will be paid for from the Water Depreciation Account. Roll Call Vote: 9/0 in favor. Ayes: Freeman, Porter, Ratcliffe, Snow, Stevens, Borowicz, Brooks, Crawford and Frank. Nays: None. Motion carried.
- (D) Motion to approve the block party request for St James Catholic School on August 20, 2017. Roll Call Vote: 9/0 in favor. Ayes: Porter, Ratcliffe, Snow, Stevens, Borowicz, Brooks, Crawford, Frank and Freeman. Nays: None. Motion carried.

Alderman Stevens discussed the Dynegy notice that has been sent out to city residents.

(11) Adjournment:

Motion by Ald. Brooks, 2nd by Ald. Crawford to adjourn the meeting at 8:53 p.m.
Aye voice vote carried. Motion carried.

_____ Mayor

Attest:

_____ City Clerk



Alliance Against Intoxicated Motorists

Woodfield Grove, Suite 131

870 East Higgins Road

Schaumburg, Illinois 60173

Phone (847) 240-0027

Toll Free (888) 240-0027

Fax (847) 240-0028

www.aaim1.org

July 2017

Chief Jan W. Noble
Belvidere Police Department
615 N. Main St.
Belvidere, IL 61008

Dear Chief Noble,

On behalf of the Alliance Against Intoxicated Motorists, it is our great pleasure to acknowledge the exceptional DUI enforcement of **Officer Paul King**, by awarding a **Certificate of Appreciation** in recognition of these life-saving efforts.

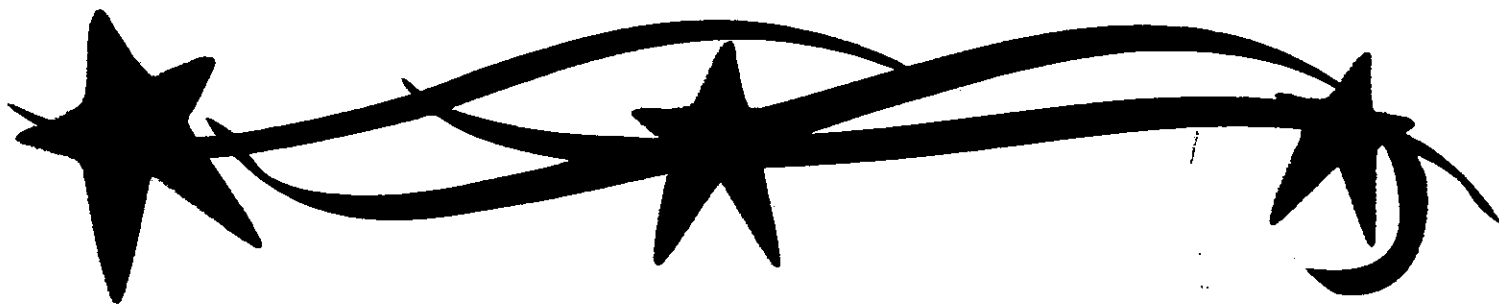
Every year hundreds of people are killed and thousands severely injured as a result of alcohol and drug-related crashes in Illinois. It takes only seconds to become a victim – without warning or choice. Impaired drivers make choices. They choose their weapons – vehicles and alcohol or drugs. We at AAIM, pledge to continue our fight against impaired driving, and to persist in our campaign of this 100% preventable crime.

AAIM conducts its Annual DUI Survey of over 700 Illinois police agencies, with funding from the Illinois Department of Transportation, wherein we request your department's top DUI officers. In response, we ask that you pay tribute to this fine officer, as one of AAIM's Top Cops, with our congratulations and the presentation of the enclosed award. You have our sincere appreciation and heartfelt thanks for exceptional public service.

Respectfully,

A handwritten signature in black ink that reads "Rita Kreslin".

Rita Kreslin
Executive Director



CERTIFICATE OF APPRECIATION

In Recognition Of Commendable DUI Enforcement

Officer Paul King



Belvidere Police Department

ALLIANCE AGAINST INTOXICATED MOTORISTS

July 2017


Rita Kreslin, Executive Director





Alliance Against Intoxicated Motorists

Woodfield Grove, Suite 131

870 East Higgins Road

Schaumburg, Illinois 60173

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Toll Free (888) 240-0027

Fax (847) 240-0028

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July 2017

Chief Jan W. Noble
Belvidere Police Department
615 N. Main St.
Belvidere, IL 61008

Dear Chief Noble,

On behalf of the Alliance Against Intoxicated Motorists, it is our great pleasure to acknowledge the exceptional DUI enforcement of **Officer Ethan Berillo**, by awarding a **Certificate of Appreciation** in recognition of these life-saving efforts.

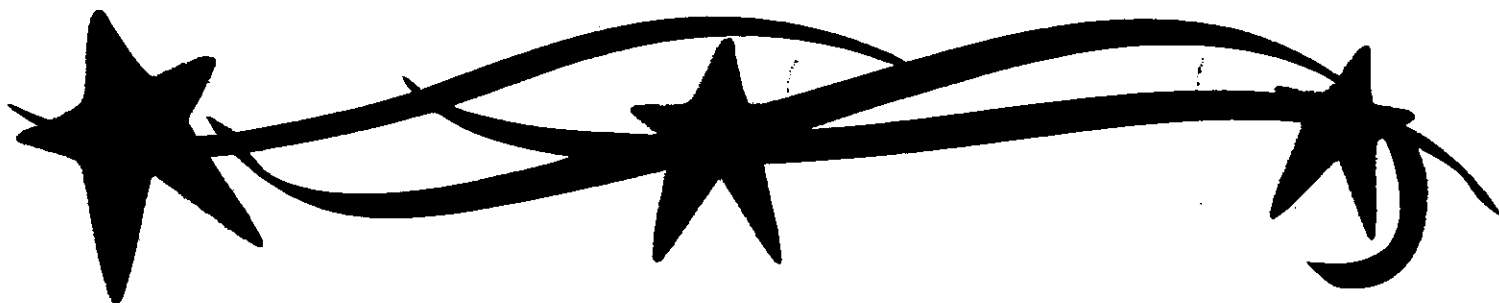
Every year hundreds of people are killed and thousands severely injured as a result of alcohol and drug-related crashes in Illinois. It takes only seconds to become a victim – without warning or choice. Impaired drivers make choices. They choose their weapons – vehicles and alcohol or drugs. We at AAIM, pledge to continue our fight against impaired driving, and to persist in our campaign of this 100% preventable crime.

AAIM conducts its Annual DUI Survey of over 700 Illinois police agencies, with funding from the Illinois Department of Transportation, wherein we request your department's top DUI officers. In response, we ask that you pay tribute to this fine officer, as one of AAIM's Top Cops, with our congratulations and the presentation of the enclosed award. You have our sincere appreciation and heartfelt thanks for exceptional public service.

Respectfully,

A handwritten signature in cursive script that reads "Rita Kreslin".

Rita Kreslin
Executive Director



CERTIFICATE OF APPRECIATION

In Recognition Of Commendable DUI Enforcement

Officer Ethan Berillo



Belvidere Police Department

ALLIANCE AGAINST INTOXICATED MOTORISTS

July 2017

Rita Kreslin

Rita Kreslin, Executive Director





Alliance Against Intoxicated Motorists

Woodfield Grove, Suite 131

870 East Higgins Road

Schaumburg, Illinois 60173

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Fax (847) 240-0028

Toll Free (888) 240-0027

www.aim1.org

July 2017

Chief Jan W. Noble
Belvidere Police Department
615 N. Main St.
Belvidere, IL 61008

Dear Chief Noble,

On behalf of the Alliance Against Intoxicated Motorists, it is our great pleasure to acknowledge the exceptional DUI enforcement of **Officer Joseph McDermott**, by awarding a **Certificate of Appreciation** in recognition of these life-saving efforts.

Every year hundreds of people are killed and thousands severely injured as a result of alcohol and drug-related crashes in Illinois. It takes only seconds to become a victim – without warning or choice. Impaired drivers make choices. They choose their weapons – vehicles and alcohol or drugs. We at AAIM, pledge to continue our fight against impaired driving, and to persist in our campaign of this 100% preventable crime.

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Respectfully,

A handwritten signature in cursive script that reads "Rita Kreslin".

Rita Kreslin
Executive Director



CERTIFICATE OF APPRECIATION

In Recognition Of Commendable DUI Enforcement

Officer Joseph McDermott



Belvidere Police Department

ALLIANCE AGAINST INTOXICATED MOTORISTS

July 2017


Rita Kreslin, Executive Director



BELVIDERE

Community Development Department

Planning Department

401 Whitney Boulevard, Suite 300, Belvidere, Illinois, 61008 (815) 547-7177 FAX (815) 547-0789

July 2017 Monthly Report

Number	Project	Description	Processed
Belvidere Projects			
5	Cases: July	Alas Properties, RZ, 6572 Revlon Drive	05/30/2017
		Alas Properties, SU, 6572 Revlon Drive	05/30/2017
		Alas Properties, VAR, 6572 Revlon Drive	05/30/2017
		Tanner Industries, RZ, 2223 Hawkey Drive	06/13/2017
		City of Belvidere, Subdivision TA	06/13/2017
4	Cases: August	Alas Properties, RZ, 6572 Revlon Drive	05/30/2017
		Alas Properties, SU, 6572 Revlon Drive	05/30/2017
		Alas Properties, VAR, 6572 Revlon Drive	05/30/2017
		Tanner Industries, RZ, 2223 Hawkey Drive	06/13/2017
2	Annexation	Alas Properties, 6572 Revlon Drive	05/30/2017
		Tanner Industries, 2223 Hawkey Drive	06/13/2017
0	Temporary Uses	None	
4	Site Plans (New/Revised)	425 Beloit Road, Casey's	07/10/2017
		435 Southtowne Drive, Little Minds Daycare	07/13/2017
		425 Beloit Road, Casey's	07/25/2017
		435 Southtowne Drive, Little Minds Daycare	07/25/2017
3	Final Inspection	775 Logistics Drive, Yengfang	07/06/2017
		725 Logisitics Drive, Brose	07/06/2017
		675 Corporate Parkway, Magna	07/25/2017
2	Downtown Overlay Review	121 North State Street, wall repair	07/13/2017
		521 South State Street, wall repair	07/26/2017
2	Prepared Zoning Verification Letters	203-205 Kishwaukee Street	07/20/2017
		308 Gilman Avenue	07/20/2017
5	Issued Address Letters	111 East 6th Street, correcting duplex	07/05/2017
		435 Southtowne Drive, Little Minds Daycare	07/12/2017
		1320 East Avenue, medical facility at school	07/18/2017
		1135 Ipsen Road, Pease Quarry	07/18/2017
		2500 Pearl Street, Oasis	07/21/2017
	Belvidere Historic Preservation Commission	Discussed the Progressive Dinner, sought out sponsors, created advertising flyers, ordered tickets and catering.	
	Heritage Days	Met to recap the festival and begin planning for next year. Tyeddyed tshirts to sell at the Fair.	

Planning Monthly Report Cont.

Poplar Grove Projects

0	Cases: July	None
0	Cases: August	None
0	Issued Address Letters	None
0	Prepared Zoning Verification Letters	None

Scanned Plats: E-mail, Print and/or Burn

49	Recorder's Office
0	Other Department
0	General Public

Planning Department Current Duties

Close out completed planning case files

Respond to all FOIA requests

Work with 911, Fire Department and Post Office to verify all addresses in the City

Assist Growth Dimensions with requested data

Meetings and phone calls with developers regarding potential development

Phone calls/walk-ins for questions regarding zoning, floodplain, development, etc.

Prepare minutes, agendas and packets for various committees, commissions, boards

Prepare deposits and purchase orders for bill payments

Continue meeting with RMAP regarding planning activities

***Assist with the Free Summer lunch Program on Fridays

*** Completed the FY 2017 Annual Report

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF FIRE & POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON MARCH 2, 2017 IN THE CITY COUNCIL CHAMBERS
OF THE BELVIDERE CITY HALL**

CALL TO ORDER: Chair Gonzalez called this Special Meeting of the Board of Fire and Police Commissioners to Order at 6:50 PM because Commissioner Phillips was late in arriving.

ROLL CALL: All Commissioners were personally and physically present in the meeting room. No Commissioner was absent. No Commissioner attended by electronic or remote methods. Also present was Fire Chief Shane Woody, Police Chief Jan Noble, Deputy Police Chief Shane Woody, Deputy Police Chief Matthew Wallace, and Police Sergeant Daniel Smaha. No members of the public were present.

PUBLIC COMMENT: There was no Public Comment presented.

READING OF THE MINUTES: No Minutes were distributed for consideration.

COMMUNICATIONS:

A. Bills Payable.

C.O.P.S. and F.I.R.E. Personnel Evaluation Invoice in the amount of \$160.00 for the administration of polygraph examination to Police Officer Candidate Joseph Danielak. Commissioner Hunter made a verbal Motion To Pay This Invoice As Presented. Chair Gonzalez verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Commissioner Phillips	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as passed and payment for this Invoice was approved.

B. Police Chief's Report.

Police Chief Jan Noble reported as follows:

1) The Police Department has reserved two slots for the basic police training course at the Suburban Law Enforcement Academy beginning on April 3, 2017, but currently only one candidate is on-track to attend that course;

2) Probationary Police Officer Cameron Worley is doing well at Police Training Institute in Champaign; and

3) Probationary Police Officers Korn and Weiland are in Step III of the FTO Program ("FTO Program") and are doing fine with no serious issues.

C. Fire Chief's Report.

Stephen Meade will be sworn in as a Probationary Police Officer on March 27, 2017.

UNFINISHED BUSINESS:

A. Fire – Review background interviews of next 4 entry level candidates.

The Board then reviewed the Police-Department prepared reports of the background investigations of the next four highest-rated candidates on the Fire Fighter Final Eligibility Register: Michael D. Heuer, Robert M. Gill, Marco Montaini and Daniel K. Ayala. Police Sergeant Daniel Smaha informed the Board that Fire Fighter Candidate Michael D. Heuer did not complete the Background Investigation process.

B. Police – Review, discuss and decide on Attorney Holzwarth’s opinion regarding Peer Reviews for entry level police candidates.

The Board then discussed Board Attorney Holzwarth’s opinion that the Board could establish the Peer Review step in the Police Officer Hiring Process. Commissioner Phillips made a verbal Motion To Amend The Board’s Rules And Regulations to include a Peer Review Step in the Police Officer Hiring Process. Chair Gonzalez verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and the Board’s Rules and Regulations are amended to include a Peer Review step in the Police Officer Hiring Process.

Commissioner Phillips made a verbal Motion To Establish 70% as the Passing Score for future Written Examinations and Peer Review Examinations for Police Officer Entry-Level Testing. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and the Board’s Rules and Regulations are amended to Establish 70% as the Passing Score for future Written Examinations and Peer Review Examinations for Police Officer Entry-Level Testing.

Commissioner Phillips made a verbal Motion To Establish a 60% weight for the Written Examination and a 40% weight for the Peer Review Examination for Police Officer Entry-Level Testing. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Gonzalez Aye

Chair Gonzalez declared the Motion as Passed and the Board's Rules and Regulations are amended to Establish a 60% weight for the Written Examination and a 40% weight for the Peer Review Examination for Police Officer Entry-Level Testing.

C. Police – Review entry level candidate polygraphs.

The Board then reviewed the written report of the polygraph examination taken by Police Officer Candidate Joseph Danielak. Commissioner Phillips made a verbal Motion To Find That Police Officer Candidate Joseph Danielak had successfully passed the required polygraph examination and that he be asked to submit to the required Oral Interview by the Board. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was then held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and that Police Officer Candidate Joseph Danielak is invited to submit to an Oral Interview before the Board.

D. Police – Review entry level candidate backgrounds.

The Board then reviewed the Police-Department prepared reports of the background investigations of the next four highest-rated candidates on the Police Officer Final Eligibility Register.

E. Police – Interview entry level candidate.

The Board next conducted an oral interview of Police Officer Candidate Joseph Danielak. Commissioner Phillips made a verbal Motion To Find That Police Officer Candidate Joseph Danielak had successfully passed the required oral interview step of the Hiring Process. Chair Gonzalez verbally seconded this Motion. A Roll Call Vote was then held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and that Police Officer Candidate Joseph Danielak had successfully passed the required oral interview step of the Hiring Process.

G. Police – Authorize Psychological and Medical Testing.

Commissioner Phillips made a verbal Motion To Extend An Offer Of Employment To Police Officer Candidate Joseph Danielak Conditioned Upon his Passage of the Required

Psychological and Medical Examinations. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was then held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and that the Board extends an offer of employment to Police Officer Candidate Joseph Danielak conditioned upon his successful completion of the required psychological and medical examinations.

H. Police - STRICKEN FROM AGENDA AS ERRONEOUSLY INCLUDED.

I. Police – Discuss Date for Psychological Testing.

The Board then discussed the proposed date for the Board to meet and to discuss the results of Police Officer Candidate Joseph Danielak’s required Psychological Testing. Commissioner Phillips made a verbal Motion To Schedule a Special Board Meeting at 6:30 PM on March 16, 2017 to discuss the results of Police Officer Candidate Joseph Danielak’s required psychological examination. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was then held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and that the Board shall conduct a Special Meeting on March 16, 2017 to consider the results of Police Officer Candidate Joseph Danielak’s required Psychological Examination.

J. Police – Sergeant Smaha certificate signed by Commission.

The Board members then signed the Certificate of Appointment which promoted Officer Daniel Smaha to the rank of Sergeant.

K. Police – Discuss entry level testing advertising.

The Board then discussed where to advertise the availability of testing dates. In the past the Board paid \$479 to advertise for one week in the *Northwest Herald*, one month on Monster.com and one month in *Chicago Jobs*. The Board also paid \$479.00 to advertise in the *Rockford Register-Star*. Lastly the Board advertised online on the City’s website, the City’s Facebook page, BlueLine.com and on the C.O.P.S. and F.I.R.E. Personnel Evaluation, Inc. webpage. Commissioner Phillips made a verbal Motion To Advertise In The same Locations As Previously Utilized. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was then held with the following results:

Commissioner Phillips	Aye
-----------------------	-----

Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and that the Board shall advertise in the same locations as previously utilized.

L. Approval of CY 2016 Annual Report.

Since the Board's CY 2016 Annual Report was not finalized yet, Commissioner Phillips made a verbal Motion To Postpone Generally the Board's Proposed CY 2016 Annual Report. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was then held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and that the Board shall postpone its consideration of its CY 201.

M. FY 18 Budget Request.

Since the Board's FY 2017-2018 Budget Request was not finalized yet, Commissioner Phillips made a verbal Motion To Postpone Generally the Board's Proposed FY 2017-2018 Budget Request. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was then held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and that the Board shall postpone its consideration of its FY 2017-2018 Budget Request.

NEW BUSINESS:

A. Fire – Pass or Fail next 4 entry level candidates.

(1) The Board first considered the Fire Fighter Candidate Michael D. Heuer who had not completed the required Background Investigations Process. Commissioner Phillips made a verbal Motion To Find That Fire Fighter Candidate Michael D. Heuer who had not completed the required Background Investigations Process and to remove his name from the current Fire Fighter Final Eligibility Register. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was then held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and that Fire Fighter Candidate Michael D. Heuer did not complete the required Background Investigation Process and to remove his name from the current Firefighter Final Eligibility Register.

(2) The Board first considered the Fire Fighter Candidate Robert M. Gill. Commissioner Phillips made a verbal Motion To Find That Fire Fighter Candidate Robert M. Gill had not successfully completed the required Background Investigations Process and to remove his name from the current Fire Fighter Final Eligibility Register. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was then held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and that Fire Fighter Candidate Robert M. Gill had not successfully complete the required Background Investigation Process and that his name would be removed from the current Firefighter Final Eligibility Register.

(3) The Board first considered the Fire Fighter Candidate Marco Montaini. Commissioner Hunter made a verbal Motion To Find That Fire Fighter Candidate Marco Montaini had successfully completed the required Background Investigations Process and to ask him to submit to a Polygraph Examination at Board expense. Commissioner Phillips verbally seconded this Motion. A Roll Call Vote was then held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and that Fire Fighter Candidate Marco Montaini had successfully completed the required Background Investigation Process and to ask him to submit to a Polygraph Examination at Board expense.

(4) The Board first considered the Fire Fighter Candidate Daniel K. Ayala. Commissioner Hunter made a verbal Motion To Find That Fire Fighter Candidate Daniel K. Ayala had successfully completed the required Background Investigations Process and to ask him to submit to a Polygraph Examination at Board expense. Chair Gonzalez verbally seconded this Motion. A Roll Call Vote was then held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and that Fire Fighter Candidate Daniel K. Ayala had successfully completed the required Background Investigation Process and to ask him to submit to a Polygraph Examination at Board expense.

B. Fire – Approve polygraph for passing candidates.

See the immediately above A. for approved Motions as to Fire Fighter candidates Marco Montaini and Daniel K. Ayala.

C. Fire – Approve next 5 entry level candidates for Background Interviews.

Commissioner Phillips made a verbal Motion To Authorize the Police Department to conduct Background Investigations of the next 5 highest ranked candidates on the current Fire Fighter Final Eligibility Register. Commissioner Hunter seconded the Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and that the Police Department is hereby authorized to conduct Background Investigations of the next 5 highest ranked candidates on the current Fire Fighter Final Eligibility Register.

ADJOURNMENT:

Commissioner Hunter made a verbal Motion To Adjourn. Chair Gonzalez verbally seconded this Motion. A voice vote was held and Chair Gonzalez declared the Motion as Passed and the meeting was adjourned. The Meeting adjourned at 9:06 P.M.

Respectfully Submitted,

Michael J. Phillips

Michael J. Phillips
Secretary of the Board of Fire and
Police Commissioners

APPROVED by Vote of the Board of Fire and Police Commissioners on July 19, 2017.

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF FIRE & POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON MARCH 16, 2017 IN THE CITY COUNCIL CHAMBERS
OF THE BELVIDERE CITY HALL**

CALL TO ORDER: Chair Gonzalez called this Special Meeting of the Board of Fire and Police Commissioners to Order at 6:30 PM.

ROLL CALL: All Commissioners were personally and physically present in the meeting room. No Commissioner was absent. No Commissioner attended by electronic or remote methods. Also present was Police Chief Jan Noble, Deputy Police Chief Shane Woody, Deputy Police Chief Matthew Wallace, and Police Sergeant Daniel Smaha. No members of the public were present.

PUBLIC COMMENT: There was no Public Comment presented.

READING OF THE MINUTES: No Minutes were distributed for consideration.

COMMUNICATIONS:

A. Bills Payable.

(1) C.O.P.S. and F.I.R.E. Personnel Evaluation Invoice in the amount of \$450.00 for the administration of pre-employment psychological examination to Police Officer Candidate Joseph Danielak. Commissioner Hunter made a verbal Motion To Pay This Invoice As Presented. Commissioner Phillips verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Commissioner Phillips	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as passed and payment for this Invoice was approved.

(2) Swedish-American Medical Group Invoice in the amount of \$ 893.20 for the administration of medical examination to Fire Fighter Candidate Stephen Meade. Commissioner Hunter made a verbal Motion To Pay This Invoice As Presented. Commissioner Phillips verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Commissioner Phillips	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as passed and payment for this Invoice was approved.

(3) Holmstrom & Kennedy Invoice in the amount of \$ 2,261.25 for the provision of legal services to the Board. Commissioner Phillips made a verbal Motion To Pay This Invoice As Presented. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Commissioner Phillips	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as passed and payment for this Invoice was approved.

B. Police Chief's Report.

Police Chief Jan Noble reported as follows:

- 1) Probationary Police Officer Reese is in Step V of the Field Training Officer Program ("FTO Program") and his one-year anniversary is on April 3, 2017;
- 2) Probationary Police Officer Cameron Worley is Week II of his Police Training Course in Step I of the Field Training Officer Program ("FTO Program") and is progressing within the Class average; and
- 3) Probationary Police Officers Korn and Weiland are in Step III of the FTO Program ("FTO Program") and both are progressing without issues.

C. Fire Chief's Report.

No Report was presented.

UNFINISHED BUSINESS: NONE.

NEW BUSINESS:

A. Fire – Backgrounds on Morris, Olson, Winnie, Kurth and Warren.

The Board was informed that Fire Fighter Candidates Morris and Olson had sent emails to the Board via the Fire Chief asking that their names be removed from the Final Eligibility Register.

B. Fire – Review backgrounds and reference checks on Montaini and Ayala.

The Board then received a report from Police Sergeant Smaha as to the background and reference checks on Fire Fighter Candidates Montaini and Ayala

C. Fire – Upon passing background – schedule polygraphs for Montaini and Alaya

Commissioner Phillips made a verbal Motion To Find That Fire Fighter Candidates Montaini and Alaya had successfully completed the background investigations step and invite them to take a polygraph examination to be administered at Board Expense. Commissioner Hunter seconded the Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and that Alaya and Montaini has successfully completed the Background investigations step and that they be asked to submit to a polygraph examination at Board expense.

D. Police – Review entry level candidates backgrounds.

The Board then reviewed the background investigation reports prepared by Police Sergeant Daniel Smaha as to Police Officer Candidates Sean Barry and Matthew Smith.

E. Police – Review psychological and medical for J Danielak.

The Board then reviewed the written reports on the psychological and medical examinations of Police Officer Joseph Danielak.

F. Police – Appoint applicant to probationary officer.

Commissioner Phillips made a verbal Motion To Find That Police Officer Candidate Joseph Danielaak had successfully passed the required medical and psychological examinations and to appoint Joseph Danielak as a probationary police officer for the City of Belvidere. Chair Gonzalez verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and that Joseph Danielak is hereby appointed as a probationary police officer for the City of Belvidere.

G. Police – Sign certificate of appointment for J Danielak.

The Board then reviewed and signed the Certificate of Appointment which appointed Joseph Danielak as a probationary police officer for the City of Belvidere.

ADJOURNMENT:

Commissioner Hunter made a verbal Motion To Adjourn. Chair Gonzalez verbally seconded this Motion. A voice vote was held and Chair Gonzalez declared the Motion as Passed and the meeting was adjourned. The Meeting adjourned at 7:00 P.M.

Respectfully Submitted,

Michael J. Phillips

Michael J. Phillips
Secretary of the Board of Fire and
Police Commissioners

APPROVED by Vote of the Board of Fire and Police Commissioners on July 19, 2017.

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF FIRE & POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON APRIL 19, 2017 IN THE CITY COUNCIL CHAMBERS
OF THE BELVIDERE CITY HALL**

CALL TO ORDER: Chair Gonzalez called this Special Meeting of the Board of Fire and Police Commissioners to Order at 6:30 PM.

ROLL CALL: All Commissioners were personally and physically present in the meeting room. No Commissioner was absent. Commissioner Phillips arrived at 6:40 P.M. No Commissioner attended by electronic or remote methods. Also present was Fire Chief Al Hyser, Police Chief Jan Noble, Deputy Police Chief Matthew Wallace, and Police Sergeant Daniel Smaha. No members of the public were present.

PUBLIC COMMENT: There was no Public Comment presented.

READING OF THE MINUTES: No Minutes were distributed for consideration.

COMMUNICATIONS:

A. *Bills Payable.* None.

(1) C.O.P.S. and F.I.R.E. Personnel Evaluation Invoice in the amount of \$150.00 for services rendered. Commissioner Hunter made a verbal Motion To Pay This Invoice As Presented. Chair Gonzalez verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as passed and payment for this Invoice was approved.

(2) C.O.P.S. and F.I.R.E. Personnel Evaluation Invoice in the amount of \$ 150.00 for services rendered. Commissioner Hunter made a verbal Motion To Pay This Invoice As Presented. Chair Gonzalez verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as passed and payment for this Invoice was approved.

(3) Personnel Evaluation, Inc. Invoice in the amount of \$ 60.00 for tests administered to Warren, Kurth and Winnie. Commissioner Hunter made a verbal Motion To Pay This Invoice As Presented. Commissioner Phillips verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter Aye
Chair Gonzalez Aye

Chair Gonzalez declared the Motion as passed and payment for this Invoice was approved.

(4) Swedish-American Medical Group Invoice in the amount of \$ 354.20 for the administration of medical examination to Police Officer Candidate Joseph Danielak. Commissioner Hunter made a verbal Motion To Pay This Invoice As Presented. Chair Gonzalez verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter Aye
Chair Gonzalez Aye

Chair Gonzalez declared the Motion as passed and payment for this Invoice was approved.

B. Police Chief's Report.

Police Chief Jan Noble reported as follows:

- 1) Probationary Police Officer Joseph Danielak is in Week III of the Basic Police Training Course at the Suburban Police Academy (at the College of DuPage) and is doing well;
- 2) Probationary Police Officer Cameron Worley is in Step I of the Field Training Officer Program ("FTO Program") and is doing well; and
- 3) Probationary Police Officers Korn and Weiland are in Step V of the Field Training Officer Program ("FTO Program"), are assigned to solo patrol and are doing well.

C. Fire Chief's Report.

- 1) Probationary Fire Fighter Ron Herman is now assigned to a shift and is doing well;
- and
- 2) Probationary Fire Fighter Stephen Meade is now at the Fire Academy and is also doing well.

UNFINISHED BUSINESS: NONE.

NEW BUSINESS:

A. Fire – Review polygraph for Alaya, Montaini & Winnie.

The Board then reviewed the written reports of the polygraph examinations of Fire Fighter Candidates Montaini, Alaya and Winnie which showed no major problems. Discussion ensued about the contents of said reports. Commissioner Hunter made a verbal Motion To Find That Fire Fighter Candidates Ayala, Montaini and Winnie had successfully completed the Polygraph Examination of the Hiring Process and invite each to an Oral Interview before the Board. Chair Gonzalez verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Hunter	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and that Fire Fighter Candidates Ayala, Montaini and Winnie had successfully completed the Polygraph Examination of the Hiring Process and that each is hereby invited to an Oral Interview before the Board.

B. Fire – Schedule Oral Interviews.

Commissioner Phillips made a verbal Motion To Schedule a Special Board Meeting to conduct Oral Interviews of the Fire Fighter Candidates Ayala, Montaini and Winnie for 6:30 P.M. on April 26, 2017. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Hunter	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and that the Board shall conduct a Special Meeting on April 26th during which it shall interview Fire Fighter Candidates Ayala, Montaini and Winnie.

The Board then discussed the scheduling of the April 26th Special Board Meeting because of the time needed to complete the Hiring Process. Commissioner Phillips made a verbal Motion To Re-Schedule the April 26th Special Board Meetings to 6:30 P.M. on May 3, 2017. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Hunter	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and that Board re-schedules its April 26, 2017 Special Board Meeting to May 3, 2017.

ADJOURNMENT:

Chair Gonzalez made a verbal Motion To Adjourn. Commissioner Hunter verbally seconded this Motion. A voice vote was held and Chair Gonzalez declared the Motion as Passed and the meeting was adjourned. The Meeting adjourned at 6:55 P.M.

Respectfully Submitted,

Michael J. Phillips

Michael J. Phillips
Secretary of the Board of Fire and
Police Commissioners

APPROVED by Vote of the Board of Fire and Police Commissioners on July 19, 2017.

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF FIRE & POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON MAY 3, 2017 IN THE CITY COUNCIL CHAMBERS
OF THE BELVIDERE CITY HALL**

CALL TO ORDER: Chair Gonzalez called this Special Meeting of the Board of Fire and Police Commissioners to Order at 6:40 PM.

ROLL CALL: All Commissioners were personally and physically present in the meeting room. No Commissioner was absent. No Commissioner attended by electronic or remote methods. Also present was Fire Chief Al Hyser, Deputy Police Chief Matthew Wallace, and Police Sergeant Daniel Smaha. No members of the public were present.

PUBLIC COMMENT: There was no Public Comment presented.

READING OF THE MINUTES: No Minutes were distributed for consideration.

COMMUNICATIONS:

A. Bills Payable. None.

C.O.P.S. and F.I.R.E. Personnel Evaluation Invoice in the amount of \$160.00 for the administration of a Polygraph Examination. Commissioner Phillips made a verbal Motion To Pay This Invoice As Presented. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Commissioner Phillips	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as passed and payment for this Invoice was approved.

B. Police Chief's Report.

In the absence of Police Chief Jan Noble (who was out of town), Deputy Police Chief Matthew Wallace reported as follows:

- 1) Probationary Police Officers Garcia, Korn and Weiland are all in Step V of the Field Training Officer Program ("FTO Program") and are exceeding expectations;
- 2) Probationary Police Officers Worley and Moore are in Step I of the FTO Program and are doing well;
- 3) Probationary Police Officer Joseph Danielak is in Week V at the Suburban Law Enforcement Academy; and
- 4) The Police Department has reserved one slot at the initial training program beginning at 8:30 A.M. on August 21, 2017.

C. *Fire Chief's Report.*

Fire Chief Hyser reported that Probationary Fire Fighter Stephen Meade is in Week III of his training course at the Northern Illinois Public Safety Training Academy ("NIPSTA") in Glenview, Illinois:

UNFINISHED BUSINESS: NONE.

NEW BUSINESS:

A. *Fire – Oral Interviews for Montaini, Ayala and Winnie.*

The Board then conducted oral interviews of Fire Fighter Candidates Marco Montaini, Daniel Ayala and Todd Winnie.

Commissioner Phillips made a verbal Motion To Find that Police Officer Candidates Daniel Ayala and Todd Winnie had successfully completed the required Oral Interview step of the Hiring Process. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Hunter	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and that Fire Fighter Candidates Ayala and Winnie had successfully completed the Oral Interview step of the Hiring Process.

Commissioner Phillips made a verbal Motion To Delay The Board's Decision on Whether Fire Fighter Candidate Marco Montaini had successfully passed the Oral Interview. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Hunter	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and that Board makes no finding at this time as to whether Fire Fighter Candidate Marco Montaini had successfully completed the Oral Interview step of the Hiring Process.

B. Fire – Upon passing oral interviews schedule medicals and psychs for Montaini, Ayala and Winnie.

Commissioner Phillips made a verbal Motion To Extend an Offer of Employment To Fire Fighter Candidates Daniel Ayala and Todd Winnie Conditioned upon their passage of the Required Medical and Psychological Examinations to be taken at Board Expense. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Hunter	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and that offers of employment conditioned upon the successful completion of the required psychological and medical examinations are hereby extended to Fire Fighter Candidates Daniel Ayala and Todd Winnie.

ADJOURNMENT:

Commissioner Hunter made a verbal Motion To Adjourn. Chair Gonzalez verbally seconded this Motion. A voice vote was held and Chair Gonzalez declared the Motion as Passed and the meeting was adjourned. The Meeting adjourned at 8:30 P.M.

Respectfully Submitted,

Michael J. Phillips

Michael J. Phillips
Secretary of the Board of Fire and
Police Commissioners

APPROVED by Vote of the Board of Fire and Police Commissioners on July 19, 2017.

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF FIRE & POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON JUNE 14, 2017 IN THE CITY COUNCIL CHAMBERS
OF THE BELVIDERE CITY HALL**

CALL TO ORDER: Chair Gonzalez called this Special Meeting of the Board of Fire and Police Commissioners to Order at 6:30 PM.

ROLL CALL: All Commissioners were personally and physically present in the meeting room. No Commissioner was absent. No Commissioner attended by electronic or remote methods. Also present was Police Chief Jan Noble, Deputy Police Chief Matthew Wallace, and Police Sergeant Daniel Smaha. No members of the public were present.

PUBLIC COMMENT: There was no Public Comment presented.

READING OF THE MINUTES: No Minutes were distributed for consideration.

COMMUNICATIONS:

A. *Bills Payable.* None.

(1) C.O.P.S. and F.I.R.E. Personnel Evaluation Invoice in the amount of \$20.00 for the shipping fee of Law Enforcement Personnel files. Commissioner Hunter made a verbal Motion To Pay This Invoice As Presented. Chair Gonzalez verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Commissioner Phillips	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as passed and payment for this Invoice was approved.

(2) C.O.P.S. and F.I.R.E. Personnel Evaluation Invoice in the amount of \$2,764.00 for the administration of the Law Enforcement POWER (Physical Agility) Test. Commissioner Hunter made a verbal Motion To Pay This Invoice As Presented. Commissioner Phillips verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Commissioner Phillips	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as passed and payment for this Invoice was approved.

(3) C.O.P.S. and F.I.R.E. Personnel Evaluation Invoice in the amount of \$5,517.00 for the acceptance and processing of 105 Law Enforcement Applications and advertising costs. Commissioner Hunter made a verbal Motion To Pay This Invoice As Presented. Commissioner Phillips verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Commissioner Phillips	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as passed and payment for this Invoice was approved.

(4) Boone County Journal Invoice in the amount of \$60.00 for the publication of the notice of Police Officer Testing. Commissioner Hunter made a verbal Motion To Pay This Invoice As Presented. Commissioner Phillips verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Commissioner Phillips	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as passed and payment for this Invoice was approved.

(5) Swedish-American Medical Group Invoice in the amount of \$814.80 for the administration of medical examination to Fire Fighter Candidate Todd Winnie. Commissioner Hunter made a verbal Motion To Pay This Invoice As Presented. Commissioner Phillips verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Commissioner Phillips	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as passed and payment for this Invoice was approved.

(6) Holmstrom & Kennedy Invoice in the amount of \$1291.25 for the provision of legal services to the Board. Commissioner Phillips made a verbal Motion To Pay This Invoice As Presented. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Commissioner Phillips	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as passed and payment for this Invoice was approved.

B. Police Chief's Report.

Police Chief Jan Noble reported as follows:

- 1) Probationary Police Officer Joseph Danielak will attend the DuPage Police Academy (at the College of DuPage) and is scheduled to graduate on June 22, 2017;
- 2) Probationary Police Officer Cameron Worley is in Step III of the Field Training Officer Program ("FTO Program") and is doing well; and

3) Probationary Police Officers Korn and Weiland are in Step V of the Field Training Officer Program (“FTO Program”), are assigned to solo patrol and are doing well.

C. Fire Chief's Report.

No Report was presented by Fire Chief Hyser.

UNFINISHED BUSINESS: NONE.

NEW BUSINESS:

A. Police – Review assessment scores of police candidates.

The Board then reviewed the initial assessment scores of Police Officer Candidates.

B. Police – Set eligibility list for police candidates.

Commissioner Phillips made a verbal Motion To Approve The Initial Police Officer Initial Eligibility Register as Presented. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Hunter	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and that the Initial Police Officer Initial Eligibility Register was approved.

The Board then discussed the scheduling of Special Board Meetings to complete the Hiring Process so that the Board can inform the Police Training Academy no later than August 1, 2017 of the name of the new Probationary Officer who will attend the Training Class beginning on August 21, 2017. Commissioner Phillips made a verbal Motion To Schedule the following Special Board Meetings to consider the Police Officer Hiring Process:

July 5th, July 13th, July 19th (Oral Interviews), July 26th and August 2nd.

Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Hunter	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and that Board schedules the above Special Meetings to consider the Police Officer Hiring Process.

ADJOURNMENT:

Commissioner Hunter made a verbal Motion To Adjourn. Chair Gonzalez verbally seconded this Motion. A voice vote was held and Chair Gonzalez declared the Motion as Passed and the meeting was adjourned. The Meeting adjourned at 7:07 P.M.

Respectfully Submitted,

Michael J. Phillips

Michael J. Phillips
Secretary of the Board of Fire and
Police Commissioners

APPROVED by Vote of the Board of Fire and Police Commissioners on July 19, 2017.

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF FIRE & POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON JUNE 28, 2017 IN THE CITY COUNCIL CHAMBERS
OF THE BELVIDERE CITY HALL**

CALL TO ORDER: Chair Gonzalez called this Special Meeting of the Board of Fire and Police Commissioners to Order at 6:30 PM.

ROLL CALL: All Commissioners were personally and physically present in the meeting room. No Commissioner was absent. No Commissioner attended by electronic or remote methods. Also present was Police Chief Jan Noble, Deputy Police Chief Matthew Wallace, and Police Sergeant Daniel Smaha. No members of the public were present.

PUBLIC COMMENT: There was no Public Comment presented.

READING OF THE MINUTES: No Minutes were distributed for consideration.

COMMUNICATIONS:

A. *Bills Payable.* None.

B. *Police Chief's Report.*

Police Chief Jan Noble reported there was no change since his last report except as follows:

- 1) Probationary Police Officer Joseph Danielak successfully completed his police training program at the College of DuPage last Friday; and
- 2) Probationary Police Officer Garcia successfully completed his Probationary period as of June 23, 2017 and was assigned Badge Number 409.

C. *Fire Chief's Report.*

Fire Chief Hyser was not present at the meeting and thus did not present a report.

UNFINISHED BUSINESS: NONE.

NEW BUSINESS:

A. *Police – Approve Final Eligibility Register.*

The Board then reviewed the proposed Final Eligibility Register for the Police Officer Candidates. Commissioner Phillips made a verbal Motion To Approve the Police Officer Candidates' Final Eligibility Register as Presented. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Hunter	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and the Police Officer Candidates' Final Eligibility Register is approved as presented.

B. Police – Approve Backgrounds for First 10 Candidates.

Chair Gonzalez made a verbal Motion To Authorize the Police Department To Conduct Background Investigations for the highest ten ranked persons on the Police Officer Candidates' Final Eligibility Register. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Hunter	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and that the Police Department is authorized to conduct background investigations on the top 10 highest rated candidates.

ADJOURNMENT:

Commissioner Phillips made a verbal Motion To Adjourn. Chair Gonzalez verbally seconded this Motion. A voice vote was held and Chair Gonzalez declared the Motion as Passed and the meeting was adjourned. The Meeting adjourned at 6:36 P.M.

Respectfully Submitted,

Michael J. Phillips

Michael J. Phillips
Secretary of the Board of Fire and
Police Commissioners

APPROVED by Vote of the Board of Fire and Police Commissioners on July 19, 2017.

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF FIRE & POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON JULY 5, 2017 IN THE CITY COUNCIL CHAMBERS
OF THE BELVIDERE CITY HALL**

CALL TO ORDER: In the absence of Chair Gonzalez, Commissioner Hunter called this Special Meeting of the Board of Fire and Police Commissioners to Order at 6:34 PM. By consensus Commission Hunter acted as Chair *Pro Tempore* for this Meeting.

ROLL CALL: Commissioners Hunter and Phillips were personally and physically present in the meeting room. Chair Gonzalez was absent. No Commissioner attended by electronic or remote methods. Also present was Police Chief Jan Noble, Deputy Police Chief Matthew Wallace, and Police Sergeant Daniel Smaha. No members of the public were present.

PUBLIC COMMENT: There was no Public Comment presented.

READING OF THE MINUTES: No Minutes were distributed for consideration.

COMMUNICATIONS:

A. *Bills Payable.* None.

B. *Police Chief's Report.*

Police Chief Jan Noble reported there was no change since his last report.

C. *Fire Chief's Report.*

Fire Chief Hyser was not present at the meeting and thus did not present a report.

UNFINISHED BUSINESS: NONE.

NEW BUSINESS:

A. *Police – Review background investigations for (5) candidates.*

(1) The Board then reviewed the background investigation report of Police Officer Candidate Adam Mears as prepared by Police Sergeant Daniel Smaha. Commissioner Phillips made a verbal Motion To Find that Police Officer Candidate Adam Mears had successfully completed the required background investigation step of the Hiring Process and request that he submit to the required Polygraph Examination at the Board's expense. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Commissioner Phillips	Aye

Chair *Pro Tempore* Hunter declared the Motion as Passed and Police Officer Candidate Mears has successfully completed the Background Investigation and is requested to complete the Polygraph Examination.

(2) The Board then reviewed the background investigation report of Police Officer Candidate Donovan Carlson as prepared by Police Sergeant Daniel Smaha. Commissioner Phillips made a verbal Motion To Find that Police Officer Candidate Donovan Carlson had not successfully completed the required background investigation step of the Hiring Process and that his name be removed from the Police Officer Final Eligibility Register. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Commissioner Phillips	Aye

Chair *Pro Tempore* Hunter declared the Motion as Passed and Police Officer Candidate Donovan Carlson has not successfully completed the Background Investigation and his name is removed from the Police Officer Final Eligibility Register.

(3) The Board then reviewed the background investigation report of Police Officer Candidate Timothy Shockey as prepared by Police Sergeant Daniel Smaha. Commissioner Phillips made a verbal Motion To Find that Police Officer Candidate Timothy Shockey had successfully completed the required background investigation step of the Hiring Process and request that he submit to the required Polygraph Examination at the Board's expense. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Commissioner Phillips	Aye

Chair *Pro Tempore* Hunter declared the Motion as Passed and Police Officer Candidate Timothy Shockey has successfully completed the Background Investigation and is requested to complete the Polygraph Examination.

(4) The Board then reviewed the background investigation report of Police Officer Candidate Jorge Abonce as prepared by Police Sergeant Daniel Smaha. Commissioner Phillips made a verbal Motion To Find that Police Officer Candidate Jorge Abonce had successfully completed the required background investigation step of the Hiring Process and request that he submit to the required Polygraph Examination at the Board's expense. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Commissioner Phillips	Aye

Chair *Pro Tempore* Hunter declared the Motion as Passed and Police Officer Candidate Jorge Abonce has successfully completed the Background Investigation and is requested to complete the Polygraph Examination.

(5) The Board then reviewed the background investigation report of Police Officer Candidate Nicholas Renne as prepared by Police Sergeant Daniel Smaha. Commissioner Phillips made a verbal Motion To Find that Police Officer Candidate Nicholas Renne had not successfully completed the required background investigation step of the Hiring Process and that his name be removed from the Police Officer Final Eligibility Register. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Commissioner Phillips	Aye

Chair *Pro Tempore* Hunter declared the Motion as Passed and Police Officer Candidate Nicholas Renne has not successfully completed the Background Investigation and his name is removed from the Police Officer Final Eligibility Register.

B. Police – Authorize polygraphs for (3) candidates.

Commissioner Phillips made a verbal Motion To Authorize the Police Department To Invite All Candidates Who Pass The Polygraph Examinations To An Oral Interview By The Board. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Commissioner Phillips	Aye

Chair *Pro Tempore* Hunter declared the Motion as Passed and that the Police Department is authorized to invite all the Police Officer Candidates who pass the polygraph examination to an Oral Interview by the Board.

ADJOURNMENT:

Commissioner Phillips made a verbal Motion To Adjourn. Chair *Pro Tempore* Hunter verbally seconded this Motion. A voice vote was held and Chair *Pro Tempore* Hunter declared the Motion as Passed and the meeting was adjourned. The Meeting adjourned at 7:26 P.M.

Respectfully Submitted,

Michael J. Phillips

Michael J. Phillips
Secretary of the Board of Fire and
Police Commissioners

APPROVED by Vote of the Board of Fire and Police Commissioners on July 19, 2017.

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF FIRE & POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON JULY 13, 2017 IN THE CITY COUNCIL CHAMBERS
OF THE BELVIDERE CITY HALL**

CALL TO ORDER: Chair Gonzalez called this Special Meeting of the Board of Fire and Police Commissioners to Order at 6:30 PM.

ROLL CALL: Commissioners Gonzalez and Phillips were personally and physically present in the meeting room. Commissioner Hunter was absent. No Commissioner attended by electronic or remote methods. Also present was Police Chief Jan Noble, Deputy Police Chief Shane Woody, Deputy Police Chief Matthew Wallace, and Police Detective Sergeant Daniel Smaha. No members of the public were present.

PUBLIC COMMENT: There was no Public Comment presented.

READING OF THE MINUTES: No Minutes were distributed for consideration.

COMMUNICATIONS:

A. Bills Payable.

Chair Gonzalez presented an Invoice from Personnel Evaluation, Inc. for the administration of PEP Tests for five candidates in the amount of \$ 100.00. Commissioner Phillips made a verbal Motion To Pay Invoice As Presented. Chair Gonzalez verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and the submitted Invoice was approved for payment.

Chair Gonzalez presented an Invoice from Transunion in the amount of \$ 70.00 for basic services. Commissioner Phillips made a verbal Motion To Pay this Invoice. Chair Gonzalez verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and the submitted Invoice was approved for payment.

B. Police Chief's Report.

Police Chief Jan Noble reported as follows:

- 1) Probationary Police Officer Cameron Worley is on Step III of the Field Training Officer Program ("FTO") and is doing very well;
- 2) Probationary Police Officer Joseph Danielak is on Step I of the Field Training Officer Program ("FTO") and is doing very well; and
- 3) The Police Department is scheduled to send one police officer candidate to initial training on August 13, 2017.

C. Fire Chief's Report.

Fire Chief Hyser was not present at the meeting and thus did not present a report.

UNFINISHED BUSINESS: NONE.

NEW BUSINESS:

A. Police – Review Polygraph Examination Reports for (3) Candidates.

The Board then reviewed the written reports of the Polygraph Examinations of Candidates for Original Appointment as Police Officer Adam Mears, Timothy Shockey and Jorge Abonce. Commissioner Phillips made a verbal Motion To Find That Police Officer Candidates Mears, Shockey and Abonce had successfully completed the Polygraph Examination of the Hiring Process and invite them to submit to an Oral Interview by the Board. Chair Gonzalez verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and the three named Police Officer candidates have successfully completed the Polygraph Examinations and are asked to submit to Oral Interviews by the Board.

The Board then by consensus decided to amend the Agenda to consider Paragraph C before Paragraph B.

C. Police – Oral Interviews.

The Board then conducted oral interviews of Police Officer Candidates Adam Mears, Timothy Shockey and Jorge Abonce. Commissioner Phillips made a verbal Motion To Find That Police Officer Candidates Mears, Shockey and Abonce had successfully completed the Oral

Interview Polygraph Examination of the Hiring Process. Chair Gonzalez verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and the three Police Officer Candidates Mears, Shockey and Abonce have successfully completed the Oral Interview step of the Hiring Process.

B. Police – Authorize (3) candidates for psychological testing.

Commissioner Phillips made a verbal Motion To Extend an Offer of Employment to Police Officer Candidate Adam Mears conditioned on him successfully passing the required psychological and medical examinations to be administered at Board expense. Chair Gonzalez verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and that a Conditional Offer of Employment is hereby extended to Police Officer Candidate Adam Mears as described above.

ADJOURNMENT:

Commissioner Phillips made a verbal Motion To Adjourn. Chair Gonzalez verbally seconded this Motion. A voice vote was held and Chair Gonzalez declared the Motion as Passed and the meeting was adjourned. The Meeting adjourned at 8:36 P.M.

Respectfully Submitted,

Michael J. Phillips

Michael J. Phillips
Secretary of the Board of Fire and
Police Commissioners

APPROVED by Vote of the Board of Fire and Police Commissioners on July 19, 2017.

CITY-COUNTY COORDINATING COMMITTEE
MINUTES
July 12, 2017 at 6:00 P.M.
County Board Room, 1212 Logan Avenue

CALL TO ORDER

The meeting of the City-County Coordinating Committee was called to order by Co-Chairman Dan Snow at 6:00 P.M.

ROLL CALL

County:

Cathy Ward, Co-Chairman
Carl Larson, Vice Co-Chair
Sherry Branson
Jeffrey Carlisle
Brad Stark

City:

Dan Snow, Co-Chairman
Wendy Frank, Vice Co-Chair
Marsha Freeman
Tom Porter

Others:

Ken Terrinoni
Lt. Perry Gay
Sarah Brinkman
Lee Revels
Terri Snow
Ellen Genrich

Members Absent:

County

Chairman Karl Johnson

City

Mike Borowicz
Mayor Chamberlain

APPROVAL OF MINUTES

A motion was made by Brad Stark to approve the minutes of the June 14, 2017 meeting as presented. Motion seconded by Sherry Branson. Motion passed (9-0).

APPROVAL OF AGENDA

A motion was made by Jeffrey Carlisle to approve the agenda as presented. Motion seconded by Brad Stark. Motion passed (9-0).

PUBLIC COMMENT

PUBLIC COMMENT

There was no public comment made.

BOONE COUNTY & HOME START ROOF GRANT PROGRAM

Mr. Terrinoni introduced Sarah Brinkman from Home Start. Mr. Terrinoni said due to litigation that resulted in money for the State Attorney General the County was eligible to be able to replace five (5) roofs in the County. Sarah Brinkman thanked the committee and gave the committee some handouts. She stated that Home Start HUD certified Housing Counseling Agency. They have been in the area for approximately twenty years. They work with people to get a home mortgage and keep their home. This roof grant is from National Foreclosure Settlement Funds and explained this organization. They work with foreclosures for residents and then the roof program that has been made available and explained the requirements for the program. They will help residents with other resources as well. There have been flyers distributed and also a press release will be made to advertise this program. Ms. Brinkman described the process of the actual replacement of the roofs. This is a free program to the residence. Discussion was held. There was discussion on the Community Foundation to do a possible matching to be able to do additional roofing.

RESOLUTION 17-27 BELVIDERE/BOONE COUNTY CITIZEN CORPS COMMISSION

Lee Revels, Chairman of the Boone County Local Planning Committee address the committee. She had met with the Chairman and the Mayor and gave a background on what this committee participates in. There was a resolution in 2002 for the Citizen Corp. She was asking the County and the City to become a joint participant in this Citizen Corp. in hopes to meet both the City and County residence. She discussed areas of emergencies this organization would handle. She is looking for other representatives to join this committee. Discussion was held. Ellen Genrich discussed how they do disaster preparedness in the community. They work through LEPC as a partnership. The number one goal is to educate hazards that the community may encounter. Discussion was held. Mr. Terrinoni said in discussions held it was important that this organization would also be part of the Emergency Management Agency (EMA). These agencies would all work together under the EMA umbrella. The resolution presented is a template used by EMA. Discussion continued. Mr. Terrinoni said the committee would need to take action on a resolution

City-County Coordinating Committee Minutes

that would go to the governing bodies and the language follows the State of Illinois template on how to do the Citizen Corp.

A motion was made by Cathy Ward to approve resolution 17-27 Belvidere/Boone County Citizen Corps Commission. Motion seconded by Jeffrey Carlisle. Motion passed (9-0).

E-911 REPORT –PUBLIC SAFETY BUILDING

911 REPORT

Lt. Gay reviewed the 911 report with the committee. Financially things are doing well in thanks to City/County for many things they have stepped up and help with that didn't cause financial burden. The NINJA project is moving along well and waiting on signatures from AT & T. Owen Costanza had resigned from the 911 Board representing Capron Rescue Squad and rural ambulance services. Tony Stapansky, Chief of the Capron Rescue Squad was recommended for the vacant position and has been appointed to this position. Lt. Gay discussed the Dispatch application process. There will be nine (9) applicants being interviewed. Discussion was held. There was conversation on the cell phone tax being extended and the surcharge increase which will give additional funding. Discussion was held.

FY 2017 FINANCIAL REPORT

Lt. Gay said the main concern is the overtime expense and discussed this with the committee. Currently they are operating with two individuals in the room at this time and need to run with three individuals which would increase overtime expenses even more. Lt. Gay continued to discuss this problem with the committee. The committee shared and discussed some solutions to the overtime problems to consider. Mr. Carlisle discussed putting a matrix together to share with the committee. Other comments and thoughts were shared. Brad Stark wants to know how to move this forward immediately. Mr. Terrinoni said the best route would be to put the matrix and data together and bring back to this committee next month. The Sheriff would have to be included in this process. Discussion continued. Lt. Gay was very supportive of the Citizens Corp Commission.

GIS

There was no discussion on the GIS department.

LANDFILL

ILLINOIS EPA/LANDFILL COMMUNICATION

There was no new communication to discuss. Mr. Terrinoni shared a power point with the committee pertaining to the landfill history and discussed this with the committee. There was a hard copy of the power point provided to the committee. The landfill covers thirty-four acres. Mr. Terrinoni also discussed repairs that have been done on the landfill. There are twenty-two monitoring wells at the landfill. As long as there is a groundwater issue this will continue to have to be monitored. Discussion was held. Mr. Terrinoni will do a spreadsheet showing the amount of money that has and is being spent for the landfill. Mr. Terrinoni discussed the spreadsheets he provided to the committee. One was to estimate future cost for the City/County in running the landfill. He said as some point the monitoring system will have to be replaced. Discussion was held. Mr. Carlisle feels that IDOT should be involved with the landfill. Discussion continued.

ALTERNATIVE REMEDIATION STRATEGIES NATURAL VEGETATION “PHYTOREMEDIATION”

Mr. Carlisle discussed the use of hardwood trees and discussion was held. Mr. Terrinoni said the Phytoremediation is the natural approach to remediating the groundwater. Mr. Terrinoni had a phone conference with TRC and there was a diagram showing where they would recommend planting trees. Mr. Carlisle discussed this in more detail. The committee as a whole held discussion. The committee felt this would be a good community project. Mr. Terrinoni suggested making this a project for an Eagle Scout candidate.

FY 2017 FINANCIAL REPORT

There was no financial report discussed.

INFORMATIONAL ITEMS AND OTHER BUSINESS

Page Three

WATER PRESERVATION AND PROTECTION ALLIANCE (WPPA)

Sherry Branson the sub committee's will be meeting. Next week the committee as a whole is hoping to meet with a State Geological Surveyor to provide information to the committee.

INVITATION TO OTHER GOVERNMENTS

Cathy Ward suggested contacting the director of the Community Building.

CORRESPONDENCE

There was no correspondence discussed.

A resident asked the City about a recycling center. Mr. Terrinoni said there is a location in Rockford called "Keep Illinois Beautiful" The location offered in the County is for electronics recycling.

Next month's meeting will be August 2, 2017 @ 6:45 p.m.

EXECUTIVE SESSION

There was no executive session held.

ADJOURNMENT

ADJOURN THE MEETING

A motion was made by Jeffrey Carlisle to adjourn the meeting. Motion seconded by Brad Stark. Motion passed (9-0). Meeting was adjourned at 7:41 p.m.

Recorded by,

Julaine Drake
Office Manager

Minutes
Committee of the Whole
Public Safety and Finance and Personnel
July 24, 2017 6 p.m.

Call to Order - Mayor Chamberlain:

Aldermen Present: M. Borowicz, R. Brooks, G. Crawford,
W. Frank, M. Freeman, T. Porter,
T. Ratcliffe, M. Sanderson, D. Snow and
C. Stevens.

Aldermen Absent: None.

Also in attendance: Budget & Finance Director Becky Tobin,
Public Works Director Brent Anderson, Treasurer Thornton,
Fire Chief Al Hyser, Deputy Chief Wallace, City Attorney
Drella and City Clerk Arco.

Public Comment:

- (A) Alderman Freeman gave oral testimony regarding her disappointment in the failure to pass Sidewalk Café Ordinance.
- (B) Donny Penny gave oral testimony on the issue of dangerous dogs.
- (C) Mayor Chamberlain reported a softball game will be held at 6 p.m. Friday, July 28, 2017 at Belvidere High School with Belvidere Police vs Belvidere Fire.
- (D) Mayor Chamberlain reported the La Voz Latina Annual Banquet will be held on August 25, 2017 at Giovanni's.
- (E) Mayor Chamberlain also reported the IML Annual Conference will be held on September 21st thru September 23rd.

Public Forum: None.

Reports of Officers, Boards and Special Committees:

1. Public Safety, Unfinished Business: None.

2. Public Safety, New Business:

- (A) Firefighter Cunningham was not present to report on MDA.
- (B) TRT Rope and Harnesses.

Motion by Ald. Sanderson, 2nd by Ald. Crawford to approve the purchase of rope and harnesses for the Belvidere Fire Department at a cost not to exceed \$3,604. This equipment is budgeted from equipment line item 220-8200. Aye voice vote carried. Motion carried.

- (C) Replacement of K-9 Ralphy.

Motion by Ald. Crawford, 2nd by Ald. Porter to authorize the replacement of K-9 Ralphy at a cost not to exceed \$6,500 from FM K-9 (Faus-McHenry K-9) in Berrien Center, MI with monies coming from donations as detailed in a memo from Deputy Chief Wallace dated July 6, 2017. Aye voice vote carried. Motion carried.

- (D) Police Grant Awards.

Motion by Ald. Sanderson, 2nd by Ald. Snow to accept the grant award monies from Enbridge Energy Company and Boone County Soil and Water Conservation District for the purchase of traffic safety and crowd control emergency equipment at a cost not to exceed \$1,500. Aye voice vote carried. Motion carried.

- (E) Belvidere Municipal Code - Section 18-3 Dangerous Animals.

Discussion took place on issues of dangerous dogs and the City and Boone County Animal Services responsibilities.

3. Finance & Personnel, Unfinished Business: None.

4. Finance & Personnel, New Business:

- (A) Presentation by Gary Anderson and Ashley Sarver on the Former National Sewing Machine Building.

Motion by Ald. Crawford, 2nd by Ald. Sanderson to approve a RFP not to exceed \$5,000 for the former National Sewing Machine Building with Gary W. Anderson Architects. Aye voice vote carried. Motion carried.

5. Other:

- (A) WWTP Blower Settlement Agreement - Blower Building Modifications.

Motion by Ald. Borowicz, 2nd by Ald. Porter to approve the proposal from Ceroni Piping/Engel Electric in the amount of \$98,754 to complete the blower building modifications at the WWTP. This work will be paid for by Atlas-Copco. Aye voice vote carried. Motion carried.

6. Adjournment:

Motion by Ald. Crawford, 2nd by Ald. Brooks to adjourn meeting at 7:26 p.m. Aye voice vote carried. Motion carried.

_____ Mayor

Attest:

_____ City Clerk

TO: MAYOR CHAMBERLAIN / SHARNA ARCO

7/27/17

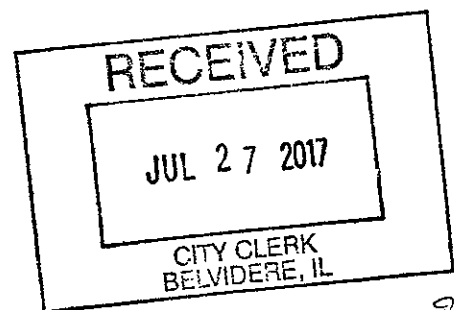
RE: BUSINESS LICENSING REGISTRATION

AFTER CAREFUL CONSIDERATION OF THE ISSUE OF THE BUSINESS REGISTRATION OF LOCAL BUSINESSES, AND IN LIGHT OF NEW INFORMATION REGARDING ANOTHER SOLUTION TO THE ISSUES ADDRESSED IN THE ORDINANCE, I WOULD LIKE TO RECONSIDER MY VOTE ON JULY 17TH REGARDING THE ORDINANCE AND PLACE IT BACK ON THE AGENDA FOR FURTHER DISCUSSION AT THE NEXT REGULAR COUNCIL MEETING. THANK YOU.

RESPECTFULLY SUBMITTED

TOM PORTER ALD 1ST WARD

SIGNED: Tom Porter



CO: 08
PS

RESOLUTION #2063-2017:

A RESOLUTION AUTHORIZING THE EXECUTION OF AN
INTERGOVERNMENTAL AGREEMENT FOR THE ILLINOIS
MUNICIPAL LEAGUE RISK MANAGEMENT ASSOCIATION

IT IS THEREFORE RESOLVED, by the Mayor and City Council of the City of
Belvidere as follows:

- 1) The Mayor is hereby authorized to execute the Intergovernmental Cooperation Agreement for the Illinois Municipal League Risk Management Association, a copy of which is attached hereto and incorporated herein.

Approved:

Mayor

Attest:

City Clerk

Ayes:

Nays:

Date Approved:

Educate. Advocate. Empower.

ILLINOIS MUNICIPAL LEAGUE
RISK MANAGEMENT
ASSOCIATION

Intergovernmental
Cooperation
Contract



500 East Capital Avenue | P.O. Box 5180 | Springfield, IL 62705-5180 | Phone: 217.525.1220 | Fax: 217.525.7438 | www.imlrma.org

AUTHORITY TO EXECUTE CONTRACT

This Contract is entered into pursuant to the provisions of the 1970 Illinois Constitution Article VII, Section 10, entitled "Intergovernmental Cooperation" and the powers contained in Chapter 5, Act 220 of the Illinois Compiled Statutes 2000, entitled "Intergovernmental Cooperation Act."

WITNESSETH:

WHEREAS, the public interest requires and it is to the mutual interest of the parties hereto to join together to establish and operate a cooperative program of risk management and loss coverage for municipal operations; and

WHEREAS, the operation of such a cooperative program is of such magnitude that it is necessary for the parties to this Contract to join together to accomplish the purposes hereinafter set forth; and

WHEREAS, each of the public entities which is a party to this Contract has the power to establish and operate a program of risk management; and

WHEREAS, each of the parties to the Contract desires to join together with the other parties for the purpose of creating self-insured reserves against losses and jointly purchasing excess insurance, reinsurance and administrative services in connection with a cooperative program of risk management.

NOW, THEREFORE, for and in consideration of the mutual advantages to be derived therefrom and in consideration of the execution of this Contract by the participating municipalities which are parties hereto, each of the parties hereto does agree as follows:

ARTICLE 1. DEFINITIONS

The following definitions shall apply to the provisions of this Contract and its By-Laws:

(a) "Association" shall mean the Illinois Municipal League Risk Management Association created by this Contract.

(b) "Board" and "Board of Directors" shall mean the governing body of the Association.

(c) "Claims management" shall mean the process of identifying, controlling and resolving demands by individuals or public entities to recover losses from any Member of the Association. Disposing of such demands for payment requires skills in insurance law, adjusting/investigation, loss control engineering and general business. Claims management is the function of supervising legal, adjusting, investigation and engineering services to resolve such demands.

(d) "Municipality" means any participating city, village or incorporated town situated in the State of Illinois which is a member of the Illinois Municipal League and is a party to this Contract.

(e) "Risk" as used in the Contract and By-Laws means any loss covered by the provisions of the policy terms which accompany this Contract.

(f) "Risk Management" shall mean the process of identifying, evaluating, reducing, transferring, and eliminating risks. Risk Management includes various methods of funding claims payments, and includes elements of insurance, law, administration, technology and general business utilized to effectively manage risks.

(g) "Risk Management Service" shall mean the management, administration and entire operation of the Cooperative programs of Risk Management of the Association.

(h) "Managing Director" means the individual who supervises the day-to-day operation of the Association.



ARTICLE 2. ASSOCIATION NAME

There is hereby created an entity, the full legal name of which shall be the "Illinois Municipal League Risk Management Association," and which may be referred to herein as the "Association." The principal office of the Association shall be the same as the principal office of the Illinois Municipal League which is located at 500 East Capitol Avenue, Springfield, Illinois.

ARTICLE 3. ASSOCIATION POWERS

(a) The Association shall have the power and the duty to establish and operate a program of Risk Management.

(b) The Association is authorized to make and enter into contracts necessary to accomplish the purposes of this Contract. The foregoing powers include, but are not limited to, the power to contract for excess insurance or reinsurance, provide claims administration services and provide consulting services, make inspections of participant facilities and administer a safety program.

(c) By this Contract the parties hereto through the Association agree to provide and pay the cost of all of the Risk Management Services described herein, to jointly obtain and pay the costs of premiums for excess insurance or reinsurance as may be found by the Board to be necessary from time to time, and to make contributions to the Association as required by this Contract.

ARTICLE 4. ADMINISTRATION

The Association shall be governed by its Board of Directors and the directions of the Board shall be carried out by the Managing Director, all as more fully described in the By-Laws of the Association.

ARTICLE 5. MEMBERS, TERMS, WITHDRAWAL, EXPULSION

(a) Each municipality which is a member of the Illinois Municipal League is eligible to join the Association.

(b) Each municipality which is a party to this Contract is a "Member" of the Association and is entitled to the rights and privileges and is subject to the obligations of Members, all as provided for in this Contract and the By-Laws.

(c) New Members shall be accepted upon application to the Association and acceptance by the prospective Member of the financial requirements and fund contribution requirements then in force and effect.

(d) A municipality which is a party to this Contract hereby agrees to remain a Member of the Association for not less than one (1) year. A Member may withdraw its membership for any year thereafter upon the giving of not less than one hundred twenty (120) days written notice to the Managing Director. No membership may terminate prior to the last day of December of any given year.

(e) A party to this Contract may be excluded from membership when it:

- (1) Fails to comply with the terms of the Contract or;
- (2) Fails to comply with a written term or condition imposed by a majority vote of the Board of Directors including the safety standards established by the Board.

(f) The Board may, by a majority vote, terminate and exclude the offending Member from any and all benefits of membership in the Association which shall include forfeiture of any and all monies theretofore paid by that Member or assessed against that Member.

(g) If a municipality withdraws or is expelled as a Member of the Association, any contributions of that Member remaining in the funds of the Association at that time shall be the property of the Association. If this Contract is finally terminated as to all parties which are then Members, any money or assets in possession of the Association after the payment of all liabilities, costs, expenses and charges incurred pursuant to this Contract shall be returned to those parties in proportion to their contributions thereto determined as of the date of termination.

ARTICLE 6. PLAN OF COVERAGE AND COST

Each Member hereby agrees to contribute to the Association a sum of money to be determined by the Association at the time of application based on the needs of the Association and the loss experience of the member, which sum shall constitute the cost of the Member's first-year contribution for membership in the Association. Membership contributions for second and subsequent years shall be calculated in accordance with the loss experience of the Member, and the needs of the Association including total losses and expenditures of the Self-Insured Retention Fund of the Association.

The Board shall determine if any Member has a risk or risks which the Board determines to be unusual or extraordinary. If it is determined that such a risk or risks exists and that the coverage of such risk will be unusual or extraordinary, the Board may at the option of the Member either increase the annual contribution of that Member or exclude the particular risk from coverage.

Each Member will be covered in its operations against risk of loss as described in this Contract and the coverage terms which accompany the Contract. Coverage will consist of: 1) a self-insured retention (S.I.R.), established by the Association from Member contributions, which will pay the amounts and be subject to the deductibles as set forth in the coverage terms; and 2) excess insurance or reinsurance coverage (to pay losses that exceed the S.I.R. limits set forth in the coverage terms) with limits as established by the Board of Directors.

Each year the Board shall determine the payments to be made by the members for the following year.

ARTICLE 7. LIMITATIONS ON LIABILITY COVERAGE

It is the intention of all participants in the Association that neither this Contract nor any coverage purchased by the Association shall extend to or provide coverage for any liability from which any Member is immune under the provisions of the Illinois Local Government and Governmental Employees Tort Immunity Act, as it is now constituted or may hereafter be amended.

ARTICLE 8. MANAGEMENT SERVICES

The Association will utilize the services, facilities and personnel of the Illinois Municipal League for Association purposes so long as it is practical and desirable in the opinion of the Board. It will reimburse the League for the actual cost of any such services, use of facilities or use of personnel.



In addition to paying the cost of services, facilities and personnel utilized from the League offices the Association will pay to the League an annual management fee as approved by the Board.

ARTICLE 9. PROHIBITION AGAINST ASSIGNMENT

No Member may assign any right, claim or interest it may have under this Contract, and no creditor, assignee or third party beneficiary of any member shall have any right, claim or title to any part, share, interest, funds, premium or asset of the Association.

ARTICLE 10. ENFORCEMENT

The Association and the parties hereto shall have the power to enforce this Contract by action brought in any court of law having proper jurisdiction. It is agreed that such a suit may be filed only in Sangamon County, Illinois.

ARTICLE 11. INVALIDITY

Should any portion, term, condition or provision of this Contract be determined by a court of competent jurisdiction to be invalid under any law of the State of Illinois or be otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions and provisions shall not be affected thereby.

ARTICLE 12. BY-LAWS INCORPORATED BY REFERENCE

The Association and its Members shall be subject to and governed by the By-Laws which are by this reference, made a part of this Contract.

ARTICLE 13. CONTRACT COMPLETE

The foregoing constitutes the full and complete Contract of the member municipalities. There are no oral understandings or agreements not set forth in writing herein. The Contract is binding on each Member of the Association.

ARTICLE 14. DATE CONTRACT EFFECTIVE

This Contract shall become effective upon the occurrence of the following events: (1) each Member executing a copy of the Contract; (2) each Member depositing with the Association the contributions required by this Contract; and (3) determination being made by the Board that a sufficient number of Members have subscribed and contributions been made to fund the cost of providing the services and benefits required under the Contract. Each Member which has agreed in writing to become a party of this Contract shall be bound to continue as a Member for the minimum period set forth in this Contract and thereafter may withdraw only as provided by this Contract and the By-Laws adopted by the Association.

Each municipality which is a Member of this Association agrees upon the execution of the Contract to appropriate each year, by ordinance, a sum of money sufficient to pay all charges and assessments set forth in Article 6 plus its pro rata share of any deficits which may occur in the Self-Insured Retention Fund.



ARTICLE 15. TERM OF AGREEMENT

This Contract shall continue in effect until it is rescinded by mutual consent of the parties hereto terminated in the manner provided herein or in the By-Laws.

ARTICLE 16. TERMINATION

This Contract may be terminated at any time on or after one (1) year from its effective date by a vote of two-thirds of the members of the Board of Directors. Remaining assets after the payments of all claims, and expenses and establishment of necessary reserves shall be distributed pro rata among the Members.

ARTICLE 17. AMENDMENT

This Contract may be amended upon the affirmative vote of two-thirds of the members of the Board. A copy of any amendment so approved shall be mailed to each member of the Association.

IN WITNESS WHEREOF, the parties hereto have entered into this Contract by the execution of a signature page which will be attached to the official master copy of this Contract and by the execution of a duplicate copy of the Contract which duplicate copy will be retained by the Member. The master copy shall be retained in the offices of the Association.

Executed by the _____ of _____
(City/Village/Town) (Municipality Name)

pursuant to Ordinance No. _____ Adopted and approved the ____ day of _____, 20____.

MAYOR or PRESIDENT

Attest:

CLERK

