

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF FIRE
& POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON APRIL 4, 2023 IN THE CITY COUNCIL CHAMBERS
OF THE BELVIDERE CITY HALL**

CALL TO ORDER: Chair Hunter called this Special Meeting of the Board of Fire and Police Commissioners to Order at 6:03 PM.

ROLL CALL: Commissioners Hunter and Phillips were personally and physically present in the meeting room. Commissioner Gonzalez had officially retired from the Board, but a replacement had not yet been officially appointed and confirmed by the Mayor and the City Council. Commissioner Gonzalez was not physically present nor was he present by remote means. No Commissioner attended by electronic or remote methods. Police Chief Shane Woody were also personally present in person as was Deputy Police Chiefs Garner and Wallace and Police Detective Sergeant Smaha. Fire Chief Shawn Schadle was absent.

PUBLIC COMMENT: There was no Public Comment presented.

READING OF THE MINUTES: Previously, Secretary Phillips distributed the proposed Minutes of the Board's Special Meeting as held on March 29, 2023. Commissioner Hunter made a verbal Motion To Approve As Presented the proposed Minutes of the Board's March 29, 2023 Special Meeting. Commissioner Phillips verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and the proposed Minutes of the Board's Special Meeting as held on March 29, 2023 were approved as presented.

COMMUNICATIONS:

A. *Bills Payable.* NONE

B. *Police Chief's Report.* Police Chief Shane Woody stated that he had nothing new to report at tonight's Board Meeting.

C. *Fire Chief Report.* Fire Chief Shawn Schadle was not present at tonight's Special Meeting and this no verbal or written report was presented.

UNFINISHED BUSINESS: NONE.

NEW BUSINESS:

- (A) *Fire – Fire – Approve amendment to Section 5.19(b) of the Board's Rules and Regulations as to Firefighter Residency Requirement.*

Because the Board has not yet received the written legal opinion from Board Counsel Roberta Holzwarth on the procedure to implement the proposed amendment, Commissioner Phillips made a verbal Motion To Postpone Consideration of this Agenda Item (i.e., the proposed amendment to Section 5.19(b) of the Board's current Rules and Regulations) until the Board's next Special Meeting to be held at 6:00 o'clock P.M. on Thursday, April 13, 2023. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and that the Agenda of the Board's Special Meeting to be held on April 13, 2023 shall include the Approval of the proposed amendment to Section 5.19 of the Board's current Rules and Regulations.

- (B) *Police - Approve amendment to Section 3.17(b) of the Board's Rules and Regulations as to Police Officer Residency Requirement.*

The Police Chief forwarded Attorney Holzwarth's proposed wording amendment to Section 3.17(b) to the Board who then reviewed the revised wording from Attorney Holzwarth. Commissioner Phillips read aloud the revised wording as follows:

“(b) Any applicant on the eligibility list who is appointed by the Board and placed on probationary status must establish residency in accordance with the terms and conditions set forth in the Police Department's collective bargaining agreement at the time of appointment, and maintain such residency at all times while serving as a police officer with the City of Belvidere. Failure to obtain the residency requirement or maintain residency during employment can be considered just cause for discharge of the employee.”

Commissioner Phillips then made a verbal Motion To Amend Section 3.17(b) as he had just read aloud. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and that Section 3.17(b) of the Board's current Rules and Regulations are hereby amended to require the residency requirement to be the same as is stated in the current Police Officers' Collective Bargaining Agreement.

(C) Police – Review Polygraph For Entry Level Candidate.

The Board then reviewed the written report of the Polygraph Examination as administered to Entry-Level Police Officer Candidate Evan Bendel. Commissioner Phillips made a verbal Motion To Find that Candidate Evan Bendel has successfully passed the required Polygraph Examination. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and that Candidate Bendel had successfully passed the required Polygraph Examination.

(D) Police – Interview of Entry-Level Candidate.

The Board then conducted an in-person interview of Entry-Level Police Officer Candidate Evan Bendel. Commissioner Phillips made a verbal Motion To Find that Candidate Bendel had successfully completed the required In-Person Interview. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and that Police Officer Entry-Level Candidate Evan Bendel has passed the required In-Person Interview.

(E) Police – Extend Conditional Offer of Employment to Entry-Level Candidate.

Commissioner Phillips made a verbal Motion To Extend an Offer of Employment As A Probationary Police Officer for the City of Belvidere Subject to Passing the Required Medical and Psychological Examinations. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and that a Conditional Offer of Employment Subject to Passing Medical and Psychological Examinations is hereby extended to Entry-Level Police Officer Candidate Evan Bendel.

(F) Police – Approve Psychological & Medical Examinations for Entry-Level Candidate.

Commissioner Phillips then made a verbal Motion To Authorize The Police Department To Schedule the required Psychological and Medical Examinations for Entry-Level Police Officer Candidate Evan Bendel. Commissioner Hunter seconded this Motion. A Roll Call Vote ensued

with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and that the Police Department is hereby authorized to schedule the required Psychological and Medical Examinations for Entry-Level Police Officer Candidate Evan Bendel.

(G) *Police – Review Psychological and Medical Examination Reports for Entry-Level Candidate*

Police Chief Woody then presented to the Board a written report as to the psychological examination as administered to Entry-Level Police Officer Candidate Gerardo Venegas and the Board reviewed said written report. The Police Chief stated that the report of the Medical Examination is not yet ready for the Board's consideration. Commissioner Phillips made a verbal Motion To Find that Entry-Level Police Officer Candidate Gerardo Venegas has successfully completed the required Psychological Examination. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and that Entry-Level Police Officer Candidate Gerardo Venegas has successfully completed the required Psychological Examination. Chair Hunter said that the Board will review the written report of the required Medical Examination at the Board's next Special Meeting to be held on April 13, 2023.

(H) *Appointment of Entry-Level Candidate as Probationary Police Officer.*

Because the Board has not yet received the Medical Examination report as to Entry-Level Police Officer Candidate Gerardo Venegas, the Board took no action on the appointment of a Probationary Police Officer. Commissioner Phillips made a verbal Motion To Postpone this Agenda Item until the Board's Special Meeting on April 13, 2023. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and that this Agenda Item will appear on the Agenda of the Board's Special Meeting to be held on April 13, 2023.

OTHER BUSINESS:

Commissioner Phillips then made a verbal Motion to Schedule a Special Meeting to be held at 6:00 P.M. on Thursday, April 13, 2023 in the City Council Chambers. Commissioner Hunter verbally seconded this Motion. A Roll Call vote ensued with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and that the Board shall hold a Special Meeting on April 13, 2023 at 6:00 o'clock P.M.

ADJOURNMENT:

Commissioner Phillips made a verbal Motion To Adjourn. Commissioner Hunter verbally seconded this Motion. A voice vote was held and Chair Hunter declared the Motion as Passed and the Meeting as adjourned. The Meeting adjourned at about 7:05 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 April 13, 2023.