

MINUTES
SPECIAL MEETING
BOARD OF FIRE AND POLICE COMMISSIONERS
Tuesday, August 27, 2013

PRESENT

COMMISSIONERS: Robert Schwieder, Chairman
Scott Lohman

STAFF: Kim Hankins, Police Chief / Public Safety Director
Alison Fleming, HR Manager
Dick Brown, Fire Lieutenant/Alderman

Meeting Called to Order

Chairman Schwieder called the special meeting to order at 4:05 p.m.

Roll Call of Members – Commissioners Schwieder and Lohman present.

1. **Proposed Changes to Rules and Regulations** – Alison Fleming, HR Manager, summarized the proposed changes to the Rules pertaining to Police. A DUI conviction within five years prior to the application deadline was included in the first section for disqualification by the Chief, and the age limitation was changed to coincide with State statute. Physical agility testing was removed from the promotional process, along with the requirement for a medical examination. Other changes included corrections of minor inaccuracies that were present throughout the Rules. Commissioner Lohman made a motion to approve the rule changes as written and presented; second by Chairman Schwieder; motion unanimously carried.
2. **End of Probationary Period** – Chief Hankins advised that Tyler Hoogerwerf will complete his probationary period on September 24, 2013 and, pending receipt of a formal evaluation from his immediate supervisors, is recommended for regular appointment. Commissioner Lohman made a motion to approve the regular, full time appointment of Tyler J. Hoogerwerf to the position of Police Officer effective September 24, 2013, subject to the Chief's receipt of the appropriate formal evaluation from Officer Hoogerwerf's immediate supervisors; second by Chairman Schwieder; motion unanimously carried.
3. **Resignation and Position Vacancy** – Chief Hankins advised that Officer Jason Francque submitted his letter of intent to resign from his position of Police Officer effective September 21, 2013, which will create a police officer position vacancy. Commissioner Lohman made a motion to accept Officer Francque's resignation; second by Chairman Schwieder; motion unanimously carried. Commissioner Lohman made a motion to authorize the appointment of the next most qualified candidate from the current Police Officer Eligibility Register to fill the vacancy; second by Chairman Schwieder; motion unanimously carried.
4. **Retirement** – Chief Hankins advised that Deputy Fire Chief Ike Sederstrom submitted his letter of intent to retire effective September 22, 2013, after 27 years of service. Commissioner Lohman made a motion to accept Deputy Chief Sederstrom's letter; Chairman Schwieder seconded; motion unanimously carried.
5. **Fire Promotions:** The retirement of Deputy Chief Sederstrom will create vacancies in the ranks of Battalion Chief and Captain. Commissioner Lohman made a motion to promote Captain Michael

Maynard to the rank of Battalion Chief effective September 23, 2013; Chairman Schwieder seconded; motion unanimously carried. Commissioner Lohman made a motion to promote Lieutenant Kevin Irby to the rank of Captain effective September 23, 2013; Chairman Schwieder seconded; motion unanimously carried. Both will serve a six-month promotional probationary period.

6. **Public Comment** – None.

Adjournment - With no further business to discuss, Commissioner Lohman made a motion to adjourn; second by Chairman Schwieder; meeting adjourned at 4:23 p.m.

Jody C. Walker, Recording Secretary
Board of Fire & Police Commissioners