

Minutes of the West Dundee
Police and Fire Commission
Monday, May 9, 2016

1. Meeting Called to order at 7:00 p.m.

2. Roll call;

Present;, Todd Rohlwing, Jeff Mack, Kevin Rynders

Also present; Chief Wieteska, Fred Kleeburg

3. Public Forum; None

4. Approval of Minutes;

The minutes of the previous meeting from February 2, 2016 were read for approval. Jeff Mack moved to approve, Todd Rohlwing seconded. Motion passed.

The minutes of the previous special meeting from March 8, 2016 were read for approval. Jeff Mack moved to approve, Todd Rohlwing seconded. Motion passed.

The minutes of the previous special meeting from April 11, 2016 were read for approval. Jeff Mack moved to approve, Todd Rohlwing seconded. Motion passed.

Newly appointed commissioner Kevin Rynders abstained as he was not present for these meetings

5. Correspondence; None

6. Old Business;

A. Police Department promotional exam

1. Fact sheet for September 10, 2016 for written exam date remains unchanged and oral interviews to be conducted the week of September 26, 2016.

2. Chief Wieteska will post promotional information May 13th. 2 sets of promotional books ordered and the library district will also have a set. Chief will reserve room for September 10th 9am written test.

3. 9 potential candidates. Copy of test will be sent to Chief Wieteska and will remain confidential until test date. A copy of contract will be provided to commissioners.

4. Interview questions will be provided at August meeting for review and possible revision.

5. A review of personnel records will be discussed at August meeting.

7. New Business;

A. Economic interest forms should be sent to Barb Traver at Village Hall

B. The latest West Dundee police and fire rules do not currently reflect the latest approval for police and fire rules. Chief Wieteska will check and advise at next meeting. Copies of Article VIII and Village website info will be provided to commissioners prior to next meeting.

C. A new commissioner card needs to be secured for Commissioner Rynders.

D. A suggested list of items for discussion was provided by outgoing Commissioner Kleeburg. This will be provided to all commissioners.

E. A copy of Illinois Open Meetings Act FAQ,s was provided and will be distributed to commissioners.

F. The name of Steve Colaizzi from the State of Illinois Records Management Section was provided to discuss records retention.

G. Phone Directory will be updated

H. Election of Commissioners Chairperson and Secretary.

1. Commissioner Mack made a motion nominating Commissioner Rohlwing to fill the role of Commission Secretary. This was seconded by Commissioner Rynders. The motion was approved.

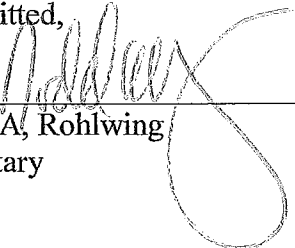
2. Commissioner Rynders made a motion nominating Commissioner Mack to fill the role of Commission Chairperson. This was seconded by Commissioner Rohlwing. The motion was approved.

8. Executive Session; None

9. Adjournment;


Jeff Mack moved to adjourn. Todd Rohlwing seconded. Motion passed. The next regular meeting is scheduled for Tuesday, September 6, 2016. A special meeting is tentatively planned for August to discuss upcoming promotional items. Last meeting is scheduled for December 6, 2016.

Submitted,



Todd A. Rohlwing
Secretary

Approved,



Jeff Mack
Chairman