

**BOARD OF FIRE & POLICE COMMISSIONERS  
100 NORTH ISLAND AVENUE  
BATAVIA, ILLINOIS 60510**

**MEETING MINUTES  
August 6, 2019**

NOTE: These minutes are not a word-for-word transcription of the statements made at the meeting, nor intended to be a comprehensive review of all discussions. They are intended to make an official record of the actions taken by the Board and to include some description of discussion points as understood by the minute-taker. They may not reference some of the individual attendee's comments, nor the complete comments if referenced.

The meeting of the Batavia Fire & Police Commission was called to order at 5:00 p.m.

Roll Call:

Members Present: Nancy Vance, Chairman; Dennis Anderson, Secretary; Randy Zies, Commissioner

Members Absent:

Guests: Dan Eul, Chief of Police; Fire Deputy Chief Craig Hanson; Joanne Miller, Recording Secretary; Police Deputy Chief Glenn Autenrieth; Police Deputy Chief Shawn Mazza & Chris Potthoff

**APPROVE PREVIOUS MEETING MINUTES**

**Motion:** To accept the minutes of the Regular Meeting of July 2, 2019 as presented.  
**Maker:** Anderson  
**Second:** Zies  
**Voice Vote:** 3 Ayes, 0 Nays, 0 Absent. All in favor. Motion carried.

**CORRESPONDENCE**

**Motion:** To accept Mayor Jeffrey Schielke's memo dated August 1, 2019, authorizing the Fire and Police Commission to appoint one (1) new officer as a result of the resignation of Officer William Konovsky, Jr. on July 31, 2019 and his memo dated July 25, 2019, authorizing the promotion of one (1) Police Sergeant to fill the vacancy created by the retirement of Watch Commander Timothy O'Brien on August 3, 2019.  
**Maker:** Zies  
**Second:** Anderson  
**Voice Vote:** 3 Ayes, 0 Nays, 0 Absent. All in favor. Motion carried.

**OLD BUSINESS** - None

**NEW BUSINESS**

**Promotion of Police Sergeant**

**Motion:** To promote Officer Chris Potthoff to Police Sergeant from the 2018 Police Sergeant Eligibility List.  
**Maker:** Anderson  
**Second:** Zies  
**Voice Vote:** 3 Ayes, 0 Nays, 0 Absent. All in favor. Motion carried.

Police Personnel

**Motion:** To authorize Police Investigations to begin Pre-hire backgrounds on Certified Police Candidates from our 2019 Police Eligibility List.

**Maker:** Anderson

**Second:** Zies

**Voice Vote:** 3 Ayes, 0 Nays, 0 Absent. All in favor. Motion carried.

Review of Police Officer Interview Questions

The Commissioners went into Executive Session to discuss and edit the current list of Police Officer Interview Questions.

**Motion:** To enter into Executive Session to discuss interview questions at 5:30 p.m.

**Maker:** Anderson

**Second:** Zies

**Voice Vote:** 3 Ayes, 0 Nays, 0 Absent. All in favor. Motion carried.

**Motion:** To leave Executive Session enter back into Open Session at 5:43 p.m.

**Maker:** Anderson

**Second:** Zies

**Voice Vote:** 3 Ayes, 0 Nays, 0 Absent. All in favor. Motion carried.

**PUBLIC COMMENTS** - None.

**ADJOURNMENT**

There being no further business to consider, a motion was made by Secretary Anderson to adjourn the meeting at 5:44 p.m. Seconded by Commissioner Zies. All in favor. Motion carried.

Ayes 3 Nays 0 Absent 0

The meeting was adjourned at 5:44 p.m. The next Regular Meeting will be September 9, 2019 beginning at 1:00 p.m. at the Batavia Police Department.

Respectfully submitted,

*Joanne Miller*

Joanne Miller  
Recording Secretary