



*At the Heart of Community*

## BOARD OF FIRE AND POLICE COMMISSIONERS

200 Mohawk Trail  
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[www.lakezurich.org](http://www.lakezurich.org)

### MEETING MINUTES

A regular meeting of the Lake Zurich Board of Fire and Police Commissioners was held on July 18, 2023 at 5:30 p.m. at the Lake Zurich Police Department at 200 Mohawk Trail in Lake Zurich, Illinois.

#### **I Call to Order**

The meeting was called to order at 5:35 p.m. by Commissioner Hilt.

Roll call showed the following commissioners were present: Commissioner Hilt, Commissioner Bush, and Commissioner Kelly.

Also present: Police Chief Husak and Fire Chief Pilgard

#### **II Public Comment**

None

#### **III Approval of Minutes**

Commissioner Bush made a motion to approve the minutes of the June 21, 2023 meeting as presented, seconded by Commissioner Kelly and passed on a voice vote.

#### **IV Communications**

Chief Husak advised the board that the village is no longer requiring proof of COVID-19 vaccinations for new hires. Chief Pilgard advised the board that FF/PM candidates are required to have various immunizations and vaccinations as part of their medical training classes.

#### **V. Unfinished Business**

None

#### **VI. New Business Fire**

##### **A. Department update**

- a. Chief Pilgard advised the board that the department continues to monitor the Agua water issues in Hawthorn Woods and Kildeer.
- b. Development of the 2024 budget has begun.

##### **B. Personnel update**

- a. Chief Pilgard has learned that the union has filed a petition with the Illinois Labor Relations Board to add the captains in the union.
- b. Probationary members of the department are progressing well and are on track to successfully complete their training programs.
- c. Chief Pilgard briefed the board about current members who are out with injuries.

- d. Chief Pilgard briefed the board about staffing levels, recent and projected retirements, and the desire for a formal swearing in ceremony for the newest members of the department on August 7, 2023.

C. Review of FF/PM candidate backgrounds

- a. Chief Pilgard reviewed the background results of firefighter/paramedic candidate Zachary Heiderman. Board members discussed the results.

There was a motion by Commissioner Bush, seconded by Commissioner Kelly, to offer firefighter/paramedic candidate Heiderman a conditional offer of employment contingent on him passing a psychological examination, employment physical, and drug screening. On a voice vote, there were all ayes and the motion passed.

- b. Chief Pilgard reviewed the background results of firefighter/paramedic candidate Jacob St. John. Board members discussed the results.

There was a motion by Commissioner Bush, seconded by Commissioner Hilt, to offer firefighter/paramedic candidate St. John a conditional offer of employment contingent on him passing a psychological examination, employment physical, and drug screening. On a voice vote, there were all ayes and the motion passed.

D. 2023B firefighter/paramedic testing

- a. Chief Pilgard advised the board that interviews and background investigations are being conducted on the candidates remaining on the current eligibility list. The board recommended that the department proceed with an agreement for a new testing process with National Testing Network as previously discussed.

**Police**

A. Department Update

- a. Chief Husak advised the board that the department continues to fill (3) telecommunicator vacancies. Officer Parlberg is progressing well in field training. He is scheduled to complete training in August.

B. Review and approval of promotional list

- a. Chief Husak reviewed the 2023 final police sergeant eligibility list with the board. Commissioner Bush made a motion to approve the eligibility list as presented, seconded by Commissioner Kelly and passed on a voice vote.

C. Background review of police officer candidates

- a. Chief Husak reviewed the background results of police officer candidate Justin Bonner. Board members discussed the results.

There was a motion by Commissioner Bush, seconded by Commissioner Kelly, to disqualify police officer candidate Bonner from further consideration and remove him from the eligibility list. On a voice vote, there were all ayes and the motion passed.

- b. Chief Husak reviewed the background results of police officer candidate Justin McCauley. Board members discussed the results.

There was a motion by Commissioner Bush, seconded by Commissioner Hilt, to disqualify police officer candidate McCauley from further consideration and remove him from the eligibility list. On a voice vote, there were all ayes and the motion passed.

D. 2023 police officer testing

- a. Chief Husak advised the board that there are currently two police officer vacancies. The current police officer eligibility list will soon be exhausted if acceptable candidates cannot be located. The board acknowledged this and recommended that testing preparation begin if/when the list is exhausted.

**VII Adjournment**

There being no further business to come before the board, Commissioner Kelly made a motion to adjourn the meeting, seconded by Commissioner Bush and passed on a voice vote.

Meeting adjourned at 6:22 p.m.

Michael Hilt  
Commissioner

8-15-23  
Date

Submitted by: AH  
Recording Secretary