



*At the Heart of Community*

## BOARD OF FIRE AND POLICE COMMISSIONERS

200 Mohawk Trail

Lake Zurich, Illinois 60047

(847) 719-1690

[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 February 20, 2024 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: Fire Chief Pilgard, Police Chief Husak, Deputy Police Chief Anderson, Deputy Police Chief Johnson, and Sergeant Witt

#### II Public Comment

None

#### III Approval of Minutes

Commissioner Bush made a motion to approve the minutes of the January 31, 2024 meeting as presented, seconded by Commissioner Kelly and passed on a voice vote.

#### IV Communications

- A. Commissioner Kelly's term expires April 30, 2024. He advised the commission that he would be willing to serve another term if Mayor Poynton recommends him.
- B. Commissioner Hilt shared a newspaper article about the Village of Schaumburg approving a new three-year contract with their fire captains.
- C. The commissioners were reminded to complete their Statements of Economic Interest by May 1, 2024.

#### V. Unfinished Business

None

#### VI. New Business Fire

- A. Department Update
  - a. Chief Pilgard advised the board that the village is preparing an RFQ to find a vendor that can prepare a location and concept study for fire station #1.
  - b. Chief Pilgard briefed the commission about ongoing fire captain union hearings.
  - c. The department is preparing an Assistance to Firefighters Grant (AFG) for a new ladder truck.

**B. Personnel Update**

- a. Chief Pilgard advised the board that FF/PM Munoz has successfully completed his probation.
- b. Chief Pilgard advised the board that the other 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 on temporary light duty and are out with injuries.
- d. Recruitment for the open fire inspector and office manager positions is underway. Assistant to the Village Manager, Erin Rauscher, is assisting the department with office tasks in the interim.

**C. Firefighter/paramedic testing update**

- a. Chief Pilgard provided an update on the current testing process which ends March 15, 2024. The commission agreed to schedule a special meeting on March 26, 2024 to conduct candidate interviews.

**Police**

**A. Department Update**

- a. Chief Husak briefed the board about current staffing vacancies.
- b. Probationary police officer Chris Reese is progressing well in field training and will be sworn in publicly at the Village Board meeting later this evening.

**B. Review and approval of final police officer eligibility list**

- a. Chief Husak reviewed the 2024 final police officer eligibility list with the board. Commissioner Bush made a motion to approve the final police officer eligibility list as presented, seconded by Commissioner Hilt and passed on a voice vote.

**C. Review of police officer backgrounds**

- a. Chief Husak reviewed the background investigation and polygraph results of police officer candidate Elvis Halipaj. Board members discussed the results.

There was a motion by Commissioner Kelly, seconded by Commissioner Bush, to disqualify police officer candidate Halipaj 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 investigation and polygraph results of police officer candidate Guillermo Medina. Board members discussed the results.

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

- c. Chief Husak reviewed the background investigation and polygraph results of police officer candidate Erica Stuckmann. Board members discussed the results.

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

## 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 6:15 p.m.

  
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Commissioner

3-19-2024  
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Date

Submitted by:   
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Recording Secretary