



At the Heart of Community

BOARD OF FIRE AND POLICE COMMISSIONERS

200 Mohawk Trail
Lake Zurich, Illinois 60047
(847) 719-1690
www.lakezurich.org

MEETING MINUTES

A regular meeting of the Lake Zurich Board of Fire and Police Commissioners was held on March 19, 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 5:30 p.m. by Commissioner Bush.

Roll call showed the following commissioners were present: Commissioner Kelly and Commissioner Bush. Commissioner Hilt was absent and excused.

Also present: Police Chief Husak, Fire Chief Pilgard, and Deputy Fire Chief Christopherson

II Public Comment

None

III Approval of Minutes

Commissioner Bush made a motion to approve the minutes of the February 20, 2024 meeting as presented, seconded by Commissioner Kelly and passed on a voice vote.

IV Communications

- A. Deputy Chief Christopherson advised that a representative from the Wauconda Fire Protection District reached out to him asking for information about a FF/PM candidate that was disqualified by the commission. The commissioners recommended that only the facts that the candidate was disqualified be disseminated since the person was never an employee of the department.

V. Unfinished Business

None

VI. New Business Fire

A. Department Update

- a. Chief Pilgard advised the board that the union has withdrawn their petition to have the fire captains join the bargaining unit.
- b. The village is continuing to work on an RFQ to find a vendor that can prepare a location and concept study for fire station #1.
- c. Fire department staff is working on a large Medicare reimbursement study.

B. Personnel Update

- a. Chief Pilgard advised that the part time fire prevention clerk has moved to full time and two part time fire inspectors should be coming on board soon.

- b. Chief Pilgard advised the board that the 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 and temporary light duty assignments.
- C. Review of preliminary 2024 firefighter/paramedic candidate initial eligibility list
 - a. Deputy Chief Christopherson reviewed the 2024 initial firefighter/paramedic eligibility list with the board. Commissioner Kelly made a motion to approve the initial eligibility list as presented, seconded by Commissioner Bush and passed on a voice vote.
- D. Discussion and direction on the next steps of processing 2024 eligibility list candidates
 - a. Deputy Chief Christopherson provided details on the listed firefighter/paramedic candidates. It was agreed that panel interviews could be scheduled for March 26 and April 2 beginning at 5:30 p.m. each day.
- E. 2024B firefighter/paramedic testing
 - a. Deputy Chief Christopherson advised that staffing shortages will likely require another testing process during 2024. He asked that solicitation for candidates begin prior to the expiration/exhaustion of the current list in an effort to attract high quality candidates. Commission rules and regulations allow this. Commissioner Kelly made a motion to authorize 2024B firefighter/paramedic testing when appropriate. Commissioner Bush seconded the motion and passed on a voice vote.

Police

- A. Department Update
 - a. Chief Husak shared information about Deputy Chief Anderson's upcoming retirement, staffing vacancies, and officers out on injury.
 - b. Probationary police officer Chris Reese has completed his field training and has been released to solo patrol.
 - c. The state training board has advised the department that probationary police officer Piotr Dudek must complete some tests and certifications prior to beginning field training. He is currently addressing the requirements.
 - d. Chief Husak has been given permission to promote a deputy chief candidate to replace Deputy Chief Anderson. A selection process was recently concluded and Colin Gaffney has been chosen for the promotion. This will be effective after May 1, 2024.
 - e. Probationary police officer Guillermo Medina will be sworn in on March 29, and will begin the police academy on April 29.
- B. Police officer eligibility list update
 - a. Chief Husak briefed the board about the status of the names on the list.
- C. Review of police officer candidate background investigations
 - a. Chief Husak reviewed the background investigation and polygraph results of police officer candidate Andrew Thompson. Board members discussed the results.

There was a motion by Commissioner Bush, seconded by Commissioner Kelly, to disqualify police officer candidate Thompson 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 William Lewandowski. Board members discussed the results.

There was a motion by Commissioner Kelly, seconded by Commissioner Bush, to offer a conditional offer of employment to candidate Lewandowski 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 Nicholas Pagan. Board members discussed the results.

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

D. Potential conditional job offer discussion

- a. Chief Husak advised the board that police officer candidate Nathan Amos has not responded to a conditional offer of employment. There was a motion by Commissioner Kelly, seconded by Commissioner Bush, to remove police officer candidate Amos from further consideration and remove him from the eligibility list based on a lack of communication. On a voice vote, there were all ayes and the motion passed.

E. Sergeant promotion request

- a. The pending promotion of Colin Gaffney to the rank of deputy chief will create a sergeant vacancy. In accordance with Section 7.2 of the Village of Lake Zurich Board of Fire and Police Commissioners rules and regulations, Chief Husak confirmed with the village manager and the commissioners that the vacancy could be filled.


There was a motion by Commissioner Kelly, seconded by Commissioner Bush to approve the promotion of Cole Beidelman to the rank of sergeant. He is the highest-ranking applicant on the register of eligibles for that rank who, in the opinion of a majority of the board, may be best suited to and qualified for the position to be filled. On a voice vote, there were all ayes and the motion passed.

A swearing in ceremony will be scheduled for sometime after May 1, 2024.

VIII 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 6:33 p.m.



Commissioner

3-26-24

Date

Submitted by: 

Recording Secretary