



At the Heart of Community

BOARD OF FIRE AND POLICE COMMISSIONERS

200 Mohawk Trail

Lake Zurich, Illinois 60047

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MEETING MINUTES

A regular meeting of the Lake Zurich Board of Fire and Police Commissioners was held on July 15, 2025 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 5:32 p.m. by Commissioner Hilt.

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

Also present: Deputy Police Chief Gaffney and Deputy Fire Chief Christopherson (Fire Chief Pilgard joined at 6:30 pm)

II Public Comment

None

III Approval of Minutes

Commissioner Kelly made a motion to approve the minutes of the June 17, 2025 meeting as presented, seconded by Commissioner Hilt and passed on a voice vote.

IV Communications

None

V. Unfinished Business

None

VI. New Business

Police

A. Department update

- a. Deputy Chief Gaffney briefed the board about current staffing including officers out with injuries.
- b. Officer Peace was terminated on July 7th, 2025.
- c. Andy Sieber was selected to be the next Deputy Police Chief, replacing Tony Grunder upon his retirement at the beginning of August.

B. Entry level testing process update

- a. The department is using the recently approved list for filling immediate vacancies.

C. Police officer candidate background reviews

- a. Deputy Chief Gaffney reviewed the background investigation and polygraph results of police officer candidate Alexandra Atanasov. Board members discussed the results.

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

- b. Deputy Chief Gaffney reviewed the background investigation and polygraph results of police officer candidate Stephen Gallagher. Board members discussed the results.

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

- c. Deputy Chief Gaffney reviewed the background investigation and polygraph results of police officer candidate Melissa Cabral. Board members discussed the results.

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

- d. Deputy Chief Gaffney informed the board that police officer candidate Alexander Blunden had requested a one-time pass for consideration.

- e. Deputy Chief Gaffney reviewed the background investigation and polygraph results of police officer candidate MaKenzee Velchek. Board members discussed the results.

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

- f. Deputy Chief Gaffney reviewed the background investigation results of police officer candidate Wesley Finlay. Board members discussed the results.

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

- g. Deputy Chief Gaffney informed the board that police officer candidate Michael Grunder had requested a one-time pass for consideration.

- h. Deputy Chief Gaffney reviewed the background investigation and polygraph results of police officer candidate Aymen Maman. Board members discussed the results.

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

- i. Deputy Chief Gaffney informed the board that police officer candidate Jacob Harrison had requested his name be removed from the entry level list.
- j. Deputy Chief Gaffney reviewed the background investigation and polygraph results of police officer candidate Nicholas Katz. Board members discussed the results.

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

- k. Deputy Chief Gaffney reviewed the background investigation and polygraph results of police officer candidate Jessica Puquirre. Board members discussed the results.

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

- l. Deputy Chief Gaffney reviewed the background investigation and polygraph results of police officer candidate Michael Condich. Board members discussed the results.

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

Fire

- A. Department update
 - a. There is no new information on a possible upcoming station replacement for fire station one.
- B. Personnel update
 - a. Deputy Chief Christopherson informed the board of the upcoming retirement of Brian Lucas.
 - b. Deputy Chief Christopherson briefed the board about department members who are out with injuries.
 - c. Deputy Chief Christopherson briefed the board about the status of the probationary firefighter/paramedics, including the termination of one probationary member and one member successfully completing probation.

- d. Lieutenant Henriksen is doing well as an acting shift commander.
- e. Village staff and fire department command staff continue to work on the deputy fire chief selection process.

C. NTN Firefighter/Paramedic Update

- a. Deputy Chief Christopherson informed the board the department has resigned another agreement with NTN for another testing cycle, which began July 1st.

D. Discussion on BOFPC statutes/rules & regulations

- a. Deputy Chief Christopherson inquired on whether or not the department could hire an applicant who had not yet received his/her paramedic certification. Commissioner Kelly noted they would consider that if the village allowed for the hiring, but that the acquisition of the paramedic certification must be imminent. They will revisit this matter if/when the fire department and the village allow for changes in the hiring process.

E. Captain promotional testing update

- a. The testing process for the captain's position is underway, and three members have submitted applications.

F. Review & approval of Firefighter/Paramedic Eligibility List

- a. The board reviewed the initial firefighter/paramedic eligibility list. There was a motion by Commissioner Kelly, seconded by Commission Hilt, to approve the initial eligibility list. On a voice vote there were all ayes and the motion passed.
- b. The board reviewed the final firefighter/paramedic eligibility list after preference points. There was a motion by Commissioner Kelly, seconded by Commission Hilt, to approve the final eligibility list. On a voice vote there were all ayes and the motion passed.

G. Panel interviews for Firefighter/Paramedic candidates

- a. The Board of Fire and Police Commissioners interviewed firefighter/paramedic candidates. Chief Pilgard and Deputy Chief Christopherson moderated the candidate interviews.

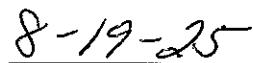
VII Adjournment

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

Meeting adjourned at 7:46 p.m.



Commissioner



Date

Submitted by: 

Recording Secretary