

Request for City Council Action

Date: January 27, 2015

Agenda Section: Consent Agenda No. 5	Originating Department: City Clerk's Office
Item: Acceptance of Minutes of Boards, Commissions, and Committees No. 5.4	Approved:

Background:

Attached for Council review and acceptance are minutes from the meetings of City Boards, Commissions, and Committees which have recently been sent to the City Clerk's Office.

Recommended Action:

The Council is requested to accept the following minutes and place them on file:

Preservation Commission – November 17, 2014

Planning Commission – December 17, 2014

Carbondale Public Library Board of Trustees – October 8 and November 12, 2014

Liquor Advisory Board – December 4, 2014

Board of Fire and Police Commissioners – December 15, 2015

Engineering Approval Obtained	Finance Approval Obtained	Legal Approval Obtained	Approval Obtained	Manager's Approval Obtained
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Council Action: Motion by _____ 2nd by _____ to _____



MINUTES

**Preservation Commission
Monday, November 17, 2014
City Hall/Civic Center – 7:00 p.m.**

1. **Roll Call:** Mr. Parkinson called the meeting to order at 7:00p.m.

Members Present: Jackson, Doherty, Ittner, Parkinson, Clark, Van Awken and Benedict

Members Absent: Sigler and Comparato

Staff Present: Sergeev

Guests: None

2. **Approval of Minutes:** Ms. Ittner moved, seconded by Mr. Van Awken, to approve the minutes of October 20, 2014.

The motion to approve the minutes passed with a unanimous voice vote.

3. **Communication and Reports:**

- a) Educational and Technical Assistance Committee

Ms. Ittner announced that she will be meeting with the Director of SIU Press and Kristine McGuire of Morris Library in early December concerning an idea they have. The subject was not mentioned. Perhaps it has to do with the Commission's Carbondale Remembered, Oral History Project.

- b) Nomination and Hardship Committee

Nothing to Review

- c) Work Plan Committee

Nothing to Review

- d) Certificate of Appropriateness Committee

Nothing to Review

4. **Old Business:**

- a) Plaque for the "Bomb" donated by the Gibson family

Mr. Parkinson asked Ms. Sergeev to give update on the progress of the plaque.

Ms. Sergeev provided summary of the process and proposed wording for the plaque.

Mr. Parkinson asked if there were any changes to be made.

There were none.

Mr. Parkinson asked for a motion to approve the wording for the plaque.

Ms. Ittner moved, Ms. Doherty seconded, to approve the wording for the plaque.

The motion to approve the plaque wording passed with a unanimous voice vote.

5. **New Business:**

a) Discussion of Illinois Main Street and Historic Preservation Conference 2015

Mr. Parkinson asked Ms. Sergeev to give information about the conference and the roll of the commission.

Ms. Sergeev shared with the commission that Carbondale had been chosen to host the Illinois Main Street and Historic Preservation Conference June 23 to 25, 2015. Carbondale Main Street has asked for the Commission to provide displays of Carbondale and local history in the Civic Center during the registration. In addition, the conference will include tours of Southern Illinois University and Giant City.

Ms. Ittner stated she knows of a woman that may be willing to help with the Giant City tour and provide information on the Civil Conservation Core. Ms. Ittner also mention a representative from White and Borgognoni may be helpful on the SIU tour as that firm did the restoration work on Altgeld Hall.

Ms. Ittner stated the Educational and Technical Assistance Committee would assist with the conference as it pertains to the duties of the committee.

Mr. Parkinson asked Ms. Sergeev to continue to update the commission on the conference planning.

b) Discussion 2015 calendar meetings

Mr. Parkinson opened discussion for the 2015 calendar meetings.

Mr. Parkinson suggested the calendar be approved as presented with the option that the June meeting may be earlier in June for the preparation of the Conference.

Ms. Ittner moved, Mr. Clark seconded, to approve the calendar with the possibility of the June meeting be moved in the future in order to prepare for the Conference.

The motion to approve the 2015 calendar meeting schedule was approved by unanimous voice vote.

c) Discussion of Committee Membership

Mr. Parkinson opened discussion of committee positions.

There was no discussion.

Ms. Doherty moved, Mr. Van Awken seconded, to approve that committee appointments remain the same.

The motion to approve the committee appointments was passed by unanimous voice vote.

6. **Comments by the Public, Commission Members or Staff:**

Mr. Van Awken shared a letter written by his mother about Cannelton, Indiana.

Ms. Jackson spoke that she is pursuing the nomination of Rock Hill, Baptist Church, on Marion Street, as a local landmark.

7. **Adjournment:**

Mr. Parkinson adjourned the meeting at 7:55 p.m.



MINUTES

**Carbondale Planning Commission
Wednesday, December 17, 2014
Room 108, 6:00 p.m.
City Hall/Civic Center**

Mr. Grant called the meeting to order at 6:00 p.m.

Members Present: Grant, Loos, Anz, Field, Schachel, Lilly and Bradshaw (ex-officio)

Members Absent: Barke, Kang and Love

Staff Present: Wallace, Taylor

1. Approval of Minutes:

Mr. Loos moved, seconded by Ms. Schachel, to approve the minutes for November 19, 2014.

The motion to approve the minutes passed on a unanimous voice vote.

2. Report of Officers, Committees, Communications

None to Report

3. Public Hearings

A. PC 15-05 Andy Wallace is requesting a rezoning from R-1-8, Low Density Residential, to NB, Neighborhood Business. The applicant is further requesting Special Use Permits for all land uses which require a permit in a NB, Neighborhood Business, district for the following described property: 500 North Oakland Avenue.

Mr. Grant declared Public Hearing PC 15-05 open and asked Mr. Wallace to read the legal notice.

Mr. Wallace read the legal notice.

Mr. Grant asked Mr. Taylor to present the staff report.

Mr. Taylor, Planner for the City of Carbondale, was sworn in and read parts A and B of the staff report.

Mr. Grant asked if there were any questions of staff.

Mr. Grant asked for clarification of the reference to Public Institutional in the Comprehensive Plan of the Staff Report Part A, also referenced in Exhibit E.

Mr. Taylor answered that the Armory and water tower to the West are designated as Public Institution.

Mr. Grant asked what the purpose was to have it Public institutional

Mr. Chris Wallace explained that most of the properties that are designated as a Public Institution are or were owned by a public entity.

Mr. Loos asked if there have been any correspondence.

Mr. Taylor responded that there have been no correspondence.

Mr. Andy Wallace presented a petition with 67 signatures, in favor of Mr. Andy Wallace's request, to Mr. Taylor.

Mr. Taylor presented the petition from Mr. Andy Wallace into the record.

Mr. Grant asked if the applicant was present and wished to speak.

Mr. Andy Wallace, owner of the Old Armory, said that he is following Council's suggestion of requesting approval for all special uses, some of them are very important to them and some are just looking into the future and what the Old Armory could provide.

Mr. Grant asked if anyone had any questions for the applicant.

There were none

Mr. Grant asked if anyone would like to speak in favor of the application.

No one spoke in favor.

Mr. Grant asked if anyone would like to speak in opposition of the application.

No one spoke in opposition.

Mr. Grant asked Mr. Taylor to complete the staff report.

Mr. Taylor read parts C and D of the staff report, with a recommendation to approve the Armory's rezoning to NB, Neighborhood Business. Furthermore, staff recommends approval of those Special Use Permits as listed in Exhibit I and denial of those Special Use Permits as listed in Exhibit J found in PC 15-05 Staff Report.

Mr. Grant asked if there were any questions for staff.

Mr. Grant asked if the applicant could return at a later date to request a Special Use

Permit for any Special Use Category that is denied for this request.

Mr. Taylor responded that the applicant would be able to return at a later date to request a Special Use Permit for any denied Special Use once they have a complete proposal for that use.

Mr. Grant asked if there were any more questions for staff.

There were none.

Mr. Grant asked if there were any questions from anyone to anyone.

Mr. Grant asked, Mr. Andy Wallace, to elaborate his references to the possibility of a bonded warehouse in the basement of the Armory.

There was a discussion about micro-breweries regarding the production and storage.

Mr. Grant asked Staff what Category a Bonded Warehouse would fall under.

Mr. Chris Wallace answered that if there is no production or sales happening onsite and the barrels were just being stored then it would fall under Warehouse and Freight movement, which is recommended for Approval by Staff. Mr. Chris Wallace also explained that Special Use Micro-brewery, Winery and Micro-distillery have been recommended for denial due to the lack of information. He stated that the process to obtain all the proper Federal and State licenses would most likely take longer than obtaining a Special Use Permit from the City, which would allow the City time to review a request for those uses later.

Mr. Grant asked if there were any more questions to anyone from anyone.

Mr. Andy Wallace asked that the Commission take a look at Special Use Category - Household Living. He stated that they are requesting to have the ability to allow one dwelling unit per building, on the property, for a caregiver to occupy. Mr. Andy Wallace stated that his insurance requests that there be a person present during all scheduled events on the property.

There was a discussion about R-1 residential and the Household Living Use category.

Mr. Chris Wallace stated that when the Staff Report was being prepared it was not exactly clear what the applicant was asking for, if staff would have understood the request was for one unit per building then Staff would have recommended the Special Use for "Dwelling Units other than those permitted in the preceding Row"

Mr. Grant asked Mr. Andy Wallace a few questions in regards to the layout of the armory and the garage on the property.

There was a small discussion about the buildings on the property and their structural layout.

Mr. Grant asked if there were any more questions to anyone from anyone.

There were none.

Mr. Grant declared the Public Hearing closed at 7:04pm.

Mr. Loos moved, seconded by Ms. Lilly, that the Commission accept as findings of fact Parts A and B of the staff report for PC 15-05, the applicant was present and had a petition with 67 signatures in his support submitted to the record, no person spoke in opposition and no person spoke in favor.

The motion passed on a unanimous voice vote.

Mr. Loos moved, seconded by Ms. Schachel, that the Planning Commission recommend to City Council that they approve the rezoning of the Old Armory to the NB district.

Roll Call Vote:

Yes – 6 (Grant, Loos, Anz, Field, Schachel, Lilly)

No – 0

Mr. Loos moved, seconded by Ms. Lilly, that the Commission consider the seven criteria as one.

Roll Call Vote:

Yes – 6 (Grant, Loos, Anz, Field, Schachel, Lilly)

No – 0

Mr. Loos moved, seconded by Ms. Lilly, that the 34 Special Uses recommended by staff (Exhibit I of the Staff Report) meet the seven criteria, with the recommendation to also include Category – Household Living, Dwelling Units other than those permitted in the preceding row (Exhibit J, first row), with the condition that there be no more than one unit per building and that those units meet R-1 occupancy requirements, with a maximum of 3 units, for a total of 35 Special Uses that meet the seven criteria.

Roll Call Vote:

Yes – 6 (Grant, Loos, Anz, Field, Schachel, Lilly)

No – 0

Mr. Loos moved, seconded by Ms. Lilly, to approve the 35 Special Use requests, items 1-34 on Exhibit I of Staff Report and item 1 on Exhibit J of Staff Report, with the recommended conditions, for approval.

Roll Call Vote:

Yes – 6 (Grant, Loos, Anz, Field, Schachel, Lilly)

No – 0

Mr. Wallace stated that the motion was approved and would be on the City Council

agenda for January 06, 2015.

4. Old Business

None

5. New Business

A. Election of 2015 Officers

There was a discussion about the election of officers.

Mr. Wallace suggested that the committee can further discuss who they would like to elect and that the commission can revisit the Election of 2015 Officers at the first meeting in January by starting off the meeting with the 2015 Election.

B. City Council Agendas of December 2 and December 16, 2014

Ms. Bradshaw reviewed the City Council meetings, related to Planning.

There was a discussion about storm water retention.

6. Citizen Comments or Questions

None

7. Adjournment

Mr. Grant adjourned the meeting at 7:36 p.m.

Carbondale Public Library Board of Trustees

Wednesday, October 8, 2014

4:30 p.m.

Meeting Room

405 West Main St.

MINUTES

Call to order.

The meeting was called to order at 4:30 p.m.

Roll call.

Introductions, audience and visitors. Visitors are asked to introduce themselves at this time and present any issues they wish to discuss. Visitors wishing to address specific agenda items will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes. The Library Board may cut short any comments that are irrelevant, repetitious, or disruptive. (Id. at 1425-26).

Present.

Philip Brown, President

Barbara Levine, Vice President (2)

Susan Tulis, Secretary

Roland Person (1)

Don Prosser, Treasurer

Joyce Hayes (1)

Sharifa Stewart (3)

Harriet Simon (1)

Absent.

Julian Pei (6 excused)

The number following the Trustee's name indicates the number of absences this fiscal year.

Staff present.

Diana Brawley Sussman, Library Director

Gwen Hall, Finance Manager

Visitors present.

None.

President's report.

None.

Secretary's report.

1. Approval of the September 10, 2014 minutes. The board noted two corrections: In correspondence, the word business should be plural. In unfinished business, correct the word "to." Harriet Simon made a motion to approve the minutes as corrected. Roland Person seconded. MOTION passed unanimously.

Correspondence and communications.

None.

Financial report.

1. Approval of bills payable up to and including bills due October 16, 2014 to November 15, 2014. Roland Person made a motion to pay bills. Susan Tulis seconded. MOTION passed unanimously.

2. Acceptance of the financial report for September 2014. Gwen Hall reported that a portion of property tax levy and mobile home tax came in. We are paying some large bills such as IHLS membership and Cox

magazine subscriptions. Don Prosser made a motion to approve the financial report. Joyce Hayes seconded. MOTION passed unanimously.

3. Adoption of preliminary FY16 budget. The Director presented a very bare bones budget draft along with suggestions for changes that the board might consider. The board elected to add \$29,000 to line 251 for building repairs and maintenance. There was also one spelling correction. Don Prosser made a motion to approve the preliminary budget with the addition to line 251, bringing the total expenditures to \$1,133,071. Roland Person seconded. MOTION passed unanimously.

4. Adoption of FY16 levy. Roland Person made a motion to increase the levy by \$29,000, bringing the total levy to \$1,001,892. This is an increase of 2.9809%. Susan Tulis seconded. MOTION passed unanimously.

Librarian's report.

1. Building and grounds maintenance: The board reviewed estimates for fence replacement. The library director will clarify materials used and select the lowest bid for comparable service. The Director explained that she factored fence replacement, security cameras and installation, and replacement of entryway doors into her estimated actual FY15 expenses. Universal Glass installed two new skylight panels at no cost to the library.

2. Per Capita grant requirement: All members of the library board must analyze the library's current budget to determine whether revenues and expenditures are sufficient. Based on information gleaned from that analysis and the results from the library's Environmental Scan (2013), discuss the library's fiscal climate and what is needed to better serve the community. The board reviewed last year's environmental scan. Some suggestions for improved marketing were to piggy back with the Park District mailing in the Southern Illinoisan in order to promote our general brochure & adult programs; submit PSAs; solicit advertising sponsorships. In discussing the fiscal budget the board noted that although we always need more money, we're making very good use of the means that we have and are pleased with where we are. The library director has maximized what we're able to do with the money that we have.

3. Other. Our Ezra Jack Keats mini-grant project in partnership with the Boys & Girls Club and Senior Adult Services is being featured on the Library as Incubator Project website.

Committee reports.

None.

Unfinished business.

None.

New business.

None.

Other.

Harriet Simon shared November Book Sale fliers. The August sale raised over \$3,600. The Friends funded an author from South Korea, and the program was very well attended. Another author is coming in November, funded by the Illinois Humanities Council and Illinois Library Association.

Adjournment.

Adjourned at 5:32pm

Next Board Meetings for 2014 (all in Public Library meeting room, 4:30 p.m.): November 12, December 10

Respectfully submitted:

Susan Tulis, Secretary

Prepared by: Diana Brawley Sussman, Library Director

Carbondale Public Library Board of Trustees

Wednesday, November 12, 2014

4:30 p.m.

Meeting Room

405 West Main St.

MINUTES

Call to order.

The meeting was called to order at 4:30 p.m.

Roll call.

Introductions, audience and visitors. Visitors are asked to introduce themselves at this time and present any issues they wish to discuss. Visitors wishing to address specific agenda items will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes. The Library Board may cut short any comments that are irrelevant, repetitious, or disruptive. (Id. at 1425-26).

Present.

Philip Brown, President

Barbara Levine, Vice President (2)

Roland Person (1)

Don Prosser, Treasurer

Sharifa Stewart (3)

Harriet Simon (1)

Absent.

Joyce Hayes (2)

Julian Pei (7 excused)

Susan Tulis, Secretary (1)

The number following the Trustee's name indicates the number of absences this fiscal year.

Staff present.

Diana Brawley Sussman, Library Director

Gwen Hall, Finance Manager

Visitors present.

None.

President's report.

None.

Secretary's report.

1. Approval of the October 8, 2014 minutes. Don Prosser made a motion to approve minutes with one correction (add the words "the board" to librarian's report). Harriet Simon seconded. MOTION passed unanimously.

Correspondence and communications.

None.

Financial report.

1. Approval of bills payable up to and including bills due November 16, 2014 to December 15, 2014. Harriet Simon made a motion to approve bills. Philip Brown seconded. MOTION passed unanimously.

2. Acceptance of the financial report for October 2014. Gwen Hall reported that we paid off some large bills, such as our insurance and online reference bills, because property tax revenue has come in. We have received about 55% of our property tax revenue and have received our PNG grant funds. Philip Brown made a motion to approve the financial report. Barbara Levine seconded. MOTION passed unanimously.

Librarian's report.

1. Building and grounds maintenance. Universal Glas has ordered a set of entryway doors for us. Delivery is expected in December. We will be replacing the wooden fence along the library's eastern perimeter with cedar. The Friends have agreed to pay the difference in price between treated lumber and cedar so that we can afford the more environmentally friendly and durable option.

2. Other. The Director reported on her thirty-three meetings, programs and marketing activities in the past month, including grant workshops for community organizations. She discussed marketing for the upcoming Community Cinema program and invited board members to attend the author program that evening with National Book Award nominee Phil Klay. That program is being co-sponsored by the Illinois Humanities Council and the Illinois Library Association.

Committee reports.

None.

Unfinished business.

None.

New business.

1. Consideration and adoption of Indemnification Policy. Don Prosser made a motion to approve the indemnification policy. Roland Person seconded. The board discussed the policy. MOTION passed unanimously.

Other.

Other: Harriet Simon reported that the Friends book sale earned \$3548, plus \$100 in renewed memberships. The Friends gave away about 200 free books with incentive coupons.

Adjournment.

Adjourned at 5:05 pm

Next Board Meetings for 2014 (all in Public Library meeting room, 4:30 p.m.): December 10

Respectfully submitted:

Susan Tulis, Secretary

Prepared by: Diana Brawley Sussman, Library Director



**Liquor Advisory Board
December 4, 2014**

The City of Carbondale's Liquor Advisory Board held a meeting on Thursday, December 4, 2014, in Room 103 of the Carbondale Civic Center, 200 South Illinois Avenue. Vice-Chairman Mills called the meeting to order at 5:40 p.m. with the following-named members of the Board present/absent:

1. Roll Call

Present: John Mills, Tasis Karayiannis, Steve Payne, and Joyce Webb (Three Vacancies)

Absent: Mark Robinson

A quorum was available to take action on the agenda items. City Staff present for the meeting included City Clerk Jennifer Sorrell and Fire Chief John Michalesko.

2. Approval of Minutes

T. Karayiannis moved, J. Webb seconded, to approve the minutes from October 2, 2014. All voted aye. Motion declared carried.

3. Review and Acceptance of First Quarter Reports from the Police Department, Fire Department, and Building and Neighborhood Services

The Board reviewed and very briefly discussed the reports. J. Webb moved, T. Karayiannis seconded, to accept and file the first quarter reports from the Police Department, Fire Department and Building and Neighborhood Services. All voted aye. Motion declared carried.

4. Review and Acceptance of the 2015 Meeting Calendar for the Liquor Advisory Board

The January 8 meeting date was moved to January 15. T. Karayiannis moved, J. Webb seconded, to accept the 2015 meeting calendar with the date modification. All voted aye. Motion declared carried.

5. Liquor Advisory Board Comments

J. Mills noted that he did not recall seeing an application for The Pony Cabaret and Steakhouse come before the Board. The Clerk explained that the same company owns the business, but that the President of the company had changed, which only requires notification to be provided to the Local Liquor Control Commission within 10 days of the change. There followed brief discussion about the Code section and the change in operations.

Next meeting January 15, 2015

6. Citizens' Comments

None.

7. Adjournment

Meeting adjourned at 6:51 p.m.

Jennifer R. Sorrell, City Clerk

Date Approved



**BOARD OF FIRE AND POLICE
COMMISSIONERS
December 15, 2014**

The City of Carbondale Board of Fire and Police Commissioners held a meeting on Monday, December 15, 2014, in Room 103 of the Civic Center, 200 S. Illinois Avenue. Commissioner Janet Vaught called the meeting to order at 9:00 a.m. with the following-named members of the Board present/absent:

1. Roll Call

Present: Commissioner Janet Vaught, Commissioner Luanne Brown, and Commissioner Kerry Braswell

Absent: Chairman Harvey Welch and Commissioner Jack Whitlock

Also present were Deputy City Clerk Alicia Burtley, Interim Chief Jeff Grubbs, Fire Chief John Michalesko, City Manager Kevin Baity and Administrative Services Director Deborah McCoy

2. Approval of Minutes

Commissioner L. Brown moved, Commissioner K. Braswell seconded, to approve the October 28, 2014 Minutes as Amended. DISCUSSION: L. Brown asked to amend the title of agenda item four. Vote: All voted Aye. Motion declared carried.

3. Discussion of Entry-Level Police Candidates

Commissioner J. Vaught explained to the Board Chairman Welch would not be in attendance until later and she was asked to assume the position of acting chair until he arrived. She polled the Board to see if anyone would like the opportunity to chair the meeting; the consensus was for Commissioner J. Vaught to continue. Furthermore, Commissioner J. Vaught summarized the previous meetings which entailed a discussion regarding the decrease of entry-level police officer applicants and explained the role of the Board and the scope in which the Board is allowed to operate.

City Manager Kevin Baity provided a response to the list of questions submitted by the Board, as well as questions from the Board, which consisted of diversity of the police force (spreadsheet provided), officer retention, residency requirement, types of recruitment programs, how to increase the number of applicants, and the long-term outreach efforts to improve community relationships. He relayed to the Board the number of ethnicities currently employed in the department and how salaries and residency requirements for certain pay grades may be factors in the decline of entry-level police applicants. He stated recruitment efforts and the implementation of community outreach programs should provide a positive impact.

K. Braswell remarked on his experience with the fire department, and stated chiefs were promoted from within, and bringing someone in from another state is a morale killer, if it is the wrong person. If you cannot retain the officers, you cannot retain the experience.

J. Vaught stated the eligibility promotion list is currently slim to none and recommended the development of a retention program in regards to promotion within the police department.

L. Brown stated getting promoted is not exactly a move up due to the loss of benefits. However, specialization or training benefits are essential to retention as well as what makes the individual happy and their reasoning for staying employed with the organization. She encouraged the department to be creative with the benefits that are not connected to the monetary aspect.

Interim Chief J. Grubbs stated the decrease in pay has tremendously affected the motivation of patrol officers to exercise their right to apply for promotions.

Senate Bill Public Act 098-0510

City Attorney M. Kimmel stated our community standards are higher than what is cited in this State statute, and the law does not have a real impact on the City of Carbondale. Carbondale is a harder place to be a patrol officer than some of the other communities. We have a large number of 18-25 year olds who have more encounters or issues with the law than older individuals.

J. Vaught stated we may substitute military duty for certain requirements, but it is not mandatory. We do provide some dispensation for those who have served in the military. She is in concurrence to wait on this issue and assess the outcome of applicants within the next two testing cycles.

L. Brown stated we would have an opportunity to consider a wider applicant pool based on the incorporation of this Public Act to our Governing Rules and suggested waiting a year to assess the reaction to the changes that have already been implemented.

Administrative Director D. McCoy stated we require sixty hours of college credits, without stipulating a specific subject matter, in hopes the police applicant may have taken some writing courses. Furthermore, individuals with a bachelor's degree in Criminal Justice would get the training in the academy and on the force, but it is not the foundation for what they need on the street. Considering the applicants military experience may draw individuals that have had an opportunity to be in a setting or environment in terms of diversity, which would be a benefit. She asked the Board to keep an open mind in considering whether to accept the substitution as part of the rules and regulations.

Interim Chief J. Grubbs stated he values the individuals who were in the armed forces, but there are other phases of the examinations they have to get through. Military experience is something he would not oppose. However, once an officer receives conditional hire, they go through a mental evaluation, and we try to make sure the officer does not have post-traumatic stress disorder. Certainly, we have an obligation to make sure someone who has worked in a military environment can bring themselves back to a community policing environment. We need someone with communication and written skills and we can teach them other skills. Also, he would like to see a bachelor's degree as an applicant requirement.

Commissioner L. Brown moved, Commissioner K. Braswell seconded, to accept Public Act 098-0510 and place it on file with the understanding we will revisit this issue after two testing cycles. DISCUSSION: None. VOTE: All Ayes.

4. Update on the Entry-Level Firefighter Examination and Establishing the minimum score that demonstrates the ability to perform the essential functions of the job

City Attorney M. Kimmel stated the Board has to comply with Illinois and federal standards and the Public Act 98-0760 ensures that the examinations provided to prospective firefighters are not restricted to specific classifications. This law has been created to make sure there is a verified exam that has been determined to be predictive and not biased and does not discriminate based on race, gender, etc. A minimum score must be established without eliminating potential candidates without a job-related reason. It cannot slant to a certain class of individuals or it could invalidate the entire exam. Specification can be provided in the governing rules pertaining to what qualifications may be acceptable. However, it is not mandatory.

Fire Chief J. Michalesko stated he believes this is a good written exam and it is similar to the previous one utilized, however, he appreciates the personality portion of the exam. As it pertains to the physical assessment, the rules can be amended stating the Candidate Physical Ability Test (CPAT) card would be an acceptable substitute for the physical category. The CPAT is a licensed physical agility exam which meets all of the standards our test covers and beyond with the exception of the ladder climb certification. The applicant would have to submit the ladder climb certificate or supplement it by taking our test. Fire Chief J. Michalesko stated the statewide eligibility list is using the CPAT exam to pattern their assessment. The card is valid for two years and we have the authority to re-test applicants, if necessary. Once they are on the eligibility list they are subject to medical examination but not a physical agility test. At the academy they have to go through physical training everyday which is probably more rigorous than what is done here.

Administrative Director Debra McCoy stated they are considering a new vendor FPSI. They have put together a test with 160 questions with personality inventory and suggested 70.7 as a passing score. A validation study was conducted and the vendor suggested three to four weeks of study time. Also, we would like to waive the physical agility test if they can produce the CPAT card obtained six months prior to the written examination. The CPAT exam involves more requirements than what we provide and the applicant would need to submit the CPAT card and the ladder climb certificate in order to comply with the physical assessment.

J. Vaught suggested amending the Board rules to provide for the new minimum passing score of at least 70.7. Furthermore, the Board asked Fire Chief J. Michalesko and City Attorney M. Kimmel to figure out the correct verbiage and amend the rules to provide for the acceptance of the CPAT card and ladder climb certification. Also, the governing rules should state this is a validated written examination. She asked staff to come up with the correct verbiage and schedule the next meeting for approval of the amended governing rules.

L. Brown expressed reservation about using a two-year card for physical assessment and recommended incorporating a re-examination or second screening at the time of hire. She suggested the wording in the Governing Rules read as follows, “the passing score for the test administered would be mandated by the testing agency.”

5. Community Investment Program

J. Vaught explained the community investment program and gave examples as to what improvements would qualify. She asked the Board for any recommendations for capital projects or ideas. There were no recommendations.

6. Citizens' Comments

Jerry Goforth, Linda Goforth, and Diane Tomczak of Crimestoppers expressed their appreciation for the City's active involvement since Jeff Grubbs became Interim Chief. Crimestoppers meet the second Tuesday of each month at 12:30 p.m. at Pagliai's Pizza and extended an invitation to the Board. The community has become much more active and a quarterly newsletter will be implemented.

7. Adjournment

There being no further business to be conducted, Commissioner L. Brown motioned to adjourn, and Commissioner K. Braswell seconded the motion. VOTE: All voted Aye. Motion declared carried. At 11:10 a.m., the meeting was adjourned.

Alicia Burtley, Deputy City Clerk

Approved by the Board on _____