

**VILLAGE OF HUNTLEY  
POLICE COMMISSION MEETING  
February 12, 2010  
GENERAL MEETING MINUTES**

**CALL TO ORDER:**

On Friday, February 12, 2010, a meeting of the Village of Huntley Police Commission was convened at 2:00 p.m. at the Municipal Complex, Conference Room C107, 10987 Main Street, Huntley, Illinois 60142. The room is handicap accessible.

**ATTENDANCE:**

**PRESENT:** Chairman Jim Waters  
Secretary Tom Schaefer  
Chief John Perkins  
Jennifer Chernak, Director of Finance and Human Resources  
Jan Stevens, Human Resources Coordinator

**A MOTION was made to approve the meeting minutes dates August 14, 2009.**

**MOVED:** Secretary Tom Schaefer  
**SECONDED:** Chairman, Jim Waters  
**AYES:** All  
**NAYS:** None  
**ABSTAIN:** None  
**MOTION CARRIED:** 2:0:0

**A MOTION was made to enter into Executive Session at 2:02 p.m.**

**MOVED:** Chairman Jim Waters  
**SECONDED:** Secretary Tom Schaefer  
**AYES:** All  
**NAYS:** None  
**ABSTAIN:** None  
**MOTION CARRIED:** 2:0:0

**RECESS TO EXECUTIVE SESSION**

**The open meeting reconvened at 2:05 p.m.**

**A MOTION was made to approve the Executive Session meeting minutes dates August 14, 2009.**

**MOVED:** Secretary Tom Schaefer  
**SECONDED:** Chairman, Jim Waters

**AYES:** All  
**NAYS:** None  
**ABSTAIN:** None  
**MOTION CARRIED:** 2:0:0

At 2:06 p.m., Jim Waters called Commissioner Joe Kaltwasser. Jim notified Commissioner Kaltwasser that there were two issues to discuss, the promotion of LJ Marak to Sergeant and a minor matter to be discussed in Executive Session.

Chief Perkins indicated that LJ Marak is the next candidate on the Sergeant promotion list. Chief would like to promote him to Sergeant at the March 4, 2010 Village Board meeting.

A MOTION was made to promote LJ Marak.

**MOVED:** Secretary Tom Schaefer  
**SECONDED:** Chairman, Jim Waters  
**AYES:** All  
**NAYS:** None  
**ABSTAIN:** None  
**MOTION CARRIED:** 3:0:0

Conference call with Joe Kaltwasser ended.

Chairman Waters indicated that Joe Kaltwasser had requested to resign as soon as convenient for the Village. He would like to be replaced before there is another testing process.

Secretary Schaefer asked for confirmation that we are not home rule. Per Ms. Chernak, the Village is not home rule. Secretary Schaefer would like to see five members on the Board. Chairman Waters does not think that is possible since we are not home rule. He will research the matter.

Chairman Waters reported that he had met with Dave Johnson, Village Manager, on February 8, 2010. Mr. Johnson provided the response regarding ownership of the Police Commission records. The letter from Mike Coppedge was dated November 10, 2008. Ms. Chernak had previously referenced the letter but the Commissioners had never seen the document.

It was discussed that a recruitment process was included in the 2010 budget. The Commission has a line item in the budget. The line item does not include legal fees.

The Commissioners want to change the testing process. Several ideas were discussed.

Chief Perkins indicated that a probationary officer is no longer with the Village. Chief explained the shift in personnel to allow for another supervisor. Sergeant Hilner has been transferred to Records. This provides a sworn officer in Records and also accommodates extended hours.

Chief indicated that the change in the Freedom of Information law has tripled their requests. There are amendments currently being proposed.

Chairman Waters suggested the third week in September to advertise for the Police Officer testing process. The Commissioners would like to replace Commissioner Kaltwasser as soon as possible so the new Commissioner could participate in the testing process. Secretary Schaefer has a candidate who has military experience. Commissioner Kaltwasser has previously provided expertise on military issues.

The current candidates were discussed. Chief indicated he is not in a hurry to hire anyone because he does not have enough staff for the FTO program. He doesn't want to consider hiring for five or six months.

Chief discussed making the interview process pass/fail to be more efficient. Candidates would be ranked according to written scores and then be called in for oral interviews on an as needed basis. Chairman Waters suggested our next process may not have as many applicants because it is known that the Village is not hiring. Chief indicated there are many certified officers unemployed so we may get a record number of applicants. Some departments are putting a cap on the number of applications they will take. The Commission will have another meeting to address the necessary changes in the Rules and Regulations.

Secretary Schaefer's suggestion for a replacement for Commissioner Kaltwasser is Don Arseneau. Chairman Waters spoke very highly of this candidate.

A MOTION was made to enter into Executive Session at 2:35 p.m.

<b>MOVED:</b>	Chairman Jim Waters
<b>SECONDED:</b>	Secretary Tom Schaefer
<b>AYES:</b>	All
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	None
<b>MOTION CARRIED:</b>	2:0:0

**RECESS TO EXECUTIVE SESSION**

The open meeting reconvened at 3:40 p.m.

A MOTION was made to destroy recordings of Executive Session that are more than eighteen months old.

**MOVED:** Secretary Tom Schaefer  
**SECONDED:** Chairman Waters  
**AYES:** All  
**NAYS:** None  
**ABSTAIN:** None  
**MOTION CARRIED:** 2:0:0

**NEW BUSINESS**

None

**ADJOURNMENT**

**At 3:50 p.m., a MOTION was made to adjourn the Police Commission meeting.**

**MOVED:** Chairman Waters  
**SECONDED:** Secretary Schaefer  
**AYES:** All  
**NAYS:** None  
**ABSTAIN:** None  
**MOTION CARRIED:** 2:0:0

Respectfully submitted,

Jan Stevens