

**VILLAGE OF HUNTLEY
POLICE COMMISSION MEETING
NOVEMBER 30, 2012
GENERAL MEETING MINUTES**

CALL TO ORDER:

On Friday, November 30, 2012 a meeting of the Village of Huntley Police Commission was held at 1:30 pm at the Municipal Complex, Conference Room C107, 10987 Main Street, Huntley, Illinois 60142. The room is handicap accessible.

ATTENDANCE:

PRESENT: Chairman Jim Waters
Commissioner Don Arseneau
Jan Stevens, Human Resources Coordinator
Mary Katayama, Recording Secretary

The meeting was called to order at 1:35 pm.

The general minutes for the October 17, 2012 were discussed. Don Arseneau questioned the following language: Commissioner Arseneau states he would like notice if he should be receiving the manual before meeting. The line will be struck from the minutes.

A MOTION was made to approve the minutes from the General Session Minutes of October 17, 2012 with the amendment as discussed.

MOVED: Commissioner Don Arseneau
SECONDED: Chairman Jim Waters
AYES: All
NAYES: None
ABSTAIN: 0
MOTION CARRIED: 2:0:0

A MOTION was made to table the discussion on rules and regulations.

MOVED: Chairman Jim Waters
SECONDED: Commissioner Don Arseneau
AYES: All
NAYS: None
ABSTAIN: None
MOTION CARRIED: 2:0:0

The number of applications for the open police position was discussed. Jan has 87 applications, of those 17 were incomplete due to a lack of a NIPSTA card. It was decided that Jan will send an email to all the applicants notifying them the list of eligible candidates has been posted on the website. Candidates will be asked to respond to confirm receipt of the email. Anyone who doesn't respond will be contacted via phone. If candidates complete

their packet, they will be allowed to test. It was also determined the number of applicants will be limited to 75. The written test is scheduled for January 9th.

A MOTION was made to nominate Don Arseneau as Secretary/Treasurer.

MOVED: Chairman Jim Waters
SECONDED: Commissioner Don Arseneau
AYES: All
NAYS: None
ABSTAIN: None
MOTION CARRIED: 2:0:0

RECESS TO EXECUTIVE SESSION

A MOTION was made to adjourn to Executive Session at 2:03 pm for the purpose of discussing eligibility of candidates.

MOVED: Commissioner Don Arseneau
SECONDED: Chairman Jim Waters
AYES: All
NAYS: None
ABSTAIN: None
MOTION CARRIED: 2:0:0

THE OPEN SESSION RECONVENED AT 2:43 pm.

A MOTION was made to send correspondence to Michael Pyrek and Adrian Stapor notifying them they are not eligible to test due to age requirements.

MOVED: Commissioner Don Arseneau
SECONDED: Chairman Jim Waters
AYES: All
NAYS: None
ABSTAIN: None
MOTION CARRIED: 2:0:0

Unfinished business: Tom Schaefer needs to submit his letter of resignation and turn in his I.D. card and badge. Jim suggested a letter of appreciation be sent to Tom for his service.

A motion was made to adjourn the Huntley Police Commission meeting at 2:50 p.m.

MOVED: Commissioner Don Arseneau
SECONDED: Chairman Jim Waters
AYES: All
NAYS: None
ABSTAIN: None
MOTION CARRIED: 2:0:0

Respectfully submitted,
Mary Katayama