

**City of Geneva  
Board of Fire and Police Commission Meeting  
Geneva Fire Department Conference Room  
200 East Side Drive, Geneva, IL  
Minutes of the May 9, 2019 at 5:00 p.m. Meeting**

**1. CALL TO ORDER**

Chair Arnold Northrup called the meeting to order at 5:00 p.m.

PRESENT: Chair Arnold Northrup and Commissioner Jennifer McMahon

ABSENT: Commissioner Brian Jones

**1. ITEMS OF BUSINESS**

**a. Approval of Minutes from February 13, 2019 and March 7, 2019 Meetings**

*Commissioner McMahon made a motion to approve the February 13, 2019 and March 7, 2019 meeting minutes. Seconded by Chair Northrup and unanimous approved by all those present.*

**b. Public Commentary**

None.

**c. Correspondences**

Chair Northrup sent and received emails regarding firefighter applicants and recruitment dates, updated firefighter list, future meeting dates, minutes, and the meeting agenda. He corresponded with Steve Hale of RMA regarding the police officer testing process and interviews. Chair Northrup emailed Jennifer Reimer regarding firefighter applicants. He corresponded with Police Chief Passarelli about personnel matters, Police Officer applications, and the upcoming orientation agenda. He emailed Jeanne Fornari and others regarding an upcoming meeting and posting the BOFPC agenda. Chair Northrup emailed Linda St. John about the Police Officer final list, reserving the conference room, questions regarding Police Officer applicants, and the BOFPC Rules & Regulations. He received information about the IFPCA upcoming meetings. He corresponded with Assistant City Administrator McCready about Police Officer applications and the recruitment timeline. He also emailed Fire Chief Antenore regarding firefighter applicants and a conditional withdrawal of offer letter.

**2. UNFINISHED BUSINESS**

**a. Update on Upcoming Testing etc. of Police Officer Applicants**

Chair Northrup reminded the Commission that the Police Officer written exam is scheduled for May 18, 2019 at the Geneva Middle School.

**b. Dates for Police Officer Applicant Interviews**

Interview June 20 and 21. Will interview 20 applicants.

### **3. NEW BUSINESS**

#### **a. Withdraw of Offer - Firefighter**

*Commissioner McMahon moved to approve to Fire Chief Antenore's request dated April 18, 2019, that the Conditional Offer of Employment made to Wyatt Carrescia be rescinded. Seconded by Chair Northrup and unanimously approved by all those present.*

#### **b. Application Fee for Firefighter applicants**

*Commissioner McMahon moved to approve the application fee of \$35 for individuals submitting applications for the position of Firefighter for the City of Geneva, IL. Seconded by Chair Northrup and unanimously approved by all those present.*

#### **c. Firefighter application process**

Commissioner McMahon will contact Assistant City Administrator McCready regarding setting up the recruitment process with IOS for the firefighter recruitment. The firefighter list expires November 15, 2019.

#### **d. Promotion of Police Officer to Sergeant**

Chair Northrup noted that Sergeant Wolf is retiring May 9, 2019, and Christopher Reading is first on the sergeants promotional list.

*Commissioner McMahon moved to approve the recommendation of Police Chief Passarelli that Police Officer Christopher Reading be promoted to Police Sergeant effective May 13, 2019. Seconded by Chair Northrup and unanimously approved by all those present.*

### **4. MEETING DATE**

Chair Northrup noted that the Commission's next meeting was for the police officer applicant interviews on June 20 and 21, 2019. He said that the Commission may also have a business meeting that day.

### **5. ADJOURNMENT**

*Commissioner McMahon moved to adjourn the meeting. Seconded by Chair Northrup and unanimously passed by those present.*

The meeting adjourned at 5:06 p.m.

Respectfully submitted,

Jennifer McMahon, Secretary