

**MEETING MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF
FIRE COMMISSIONERS OF THE
WINFIELD FIRE PROTECTION DISTRICT**

April 11, 2013

Meeting called to order by Chairman Levan at 5:13 p.m. at Station #1, 27W530 Highlake Road, Winfield, Illinois.

Roll Call: Chairman Chris Levan, Secretary George Kallas, Robb Hannen and Administrative Assistant Robin Youngberg.

Also present: Chief Phillip A. DiMenza.

Minutes: After minor revisions to the minutes, Commissioner Hannen made a motion to adopt the Special Meeting minutes of 3/21/13 and 4/6/13 and the Closed Session Meeting minutes of 4/6/13 as amended, seconded by Commissioner Kallas. Pursuant to voice vote, all in favor, motion carried.

Public Comment: None.

The purpose of the meeting was to ratify the Initial Eligibility Register generated after the oral interviews of the full-time firefighter testing process. The firefighter candidate scores were adjusted following the Oral Interviews, and an Initial Eligibility Register was prepared. Chairman Levan made a motion to ratify the Initial Eligibility Register, seconded by Commissioner Hannen. Pursuant to roll call vote, all in favor, motion carried.

Robin Youngberg will prepare and mail, via regular and Certified Mail, letters to each candidate with instructions and forms for requesting preference points as well as enclose a copy of the Initial Eligibility Register. Candidates will have until 4/22/13 at 4:00 to submit their requests to the administration.

The next meeting will be held on 4/25/13 at 5:00 p.m.

Payment of Bills: Bills presented for payment consisted of:

Ottosen, Britz (Legal Fees – 3/13)	<u>560.00</u>
Total:	\$ 560.00

Chairman Levan made a motion to authorize the payment of the bills as presented, seconded by Commissioner Hannen. Pursuant to roll call vote, all in favor, motion carried.

With there being no further business, Commissioner Kallas moved to adjourn the meeting at 5:31 p.m., seconded by Commissioner Hannen. Pursuant to a voice vote, all in favor, motion carried.

Respectfully submitted,

Robin K. Youngberg

Robin K. Youngberg, Administrative Assistant