

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

April 25, 2013

Meeting called to order by Chairman Levan at 5:05 p.m. at Station #1, 27W530 Highlake Road, Winfield, Illinois.

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

Also present: Chief Phillip A. DiMenza.

Absent: Secretary George Kallas

Minutes: Commissioner Hannen made a motion to adopt the Special Meeting minutes of 4/11/13, seconded by Chairman Levan. Pursuant to voice vote, all in favor, motion carried.

Public Comment: None.

The purpose of the meeting was to ratify the Final Eligibility Register generated after the receipt of the preference point request forms from eligible firefighter testing candidates. The firefighter candidate scores were adjusted following to include those preference points and a Final Eligibility Register was prepared. Commissioner Hannen made a motion to ratify the Final Eligibility Register, seconded by Chairman Levan. 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 indicating their successful completion of the testing process and enclose a copy of the Final Eligibility Register.

Since there is currently one full-time firefighter vacancy, Commissioner Hannen made the motion to send a written conditional offer of employment to the #1 Candidate, Douglas Erb, seconded by Chairman Levan. Pursuant to roll call vote, all in favor, motion carried. In the event that Candidate Erb declines the offer, the Board agreed to meet again prior to moving forward.

The next meeting will be held on 5/15/13 at 5:00 p.m.

Payment of Bills: None.

With there being no further business, Chairman Levan moved to adjourn the meeting at 5:18 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