

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF FIRE
& POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON MARCH 26, 2025, THE CITY COUNCIL CHAMBERS OF
THE BELVIDERE CITY HALL**

CALL TO ORDER: Chair Hunter called this Special Meeting of the Board of Fire & Police Commissioners to Order at 6:02 P.M.

ROLL CALL: Commissioners Hunter and Villareal were personally and physically present in the meeting room. Also present was Police Chief Woody, Deputy Chief Smaha, Deputy Chief Bird and SGT Ball.

PUBLIC COMMENT: There was no Public Comment presented.

READING OF THE MINUTES: Secretary Rathburn distributed the proposed Minutes of the Board's Special Meetings as held on March 13th of 2025.

- A. Commissioner Hunter made a verbal Motion to Approve as Presented the proposed Minutes of the Board's March 13, 2025 Special Meeting. Commissioner Villareal verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Villareal	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and the minutes were approved.

COMMUNICATIONS:

A. *Bills Payable.*

1. C.O.P.S. and F.I.R.E. Personnel Testing, Invoice 1207 for \$175.00, of 3 March 2025, for Law Enforcement Pre-employment Polygraph Testing ICO Alexander Lee. Commissioner Villareal made a verbal Motion to Approve as Presented this invoice. Commissioner Hunter verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Villareal	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and the invoice was approved for payment.

B. *Police Chief's Report.* No Report Recorded.

C. *Fire Chief's Report.* No Report.

UNFINISHED BUSINESS: None

Note: Commissioner Rathburn arrived to the meeting at approximately 6:15 PM.

NEW BUSINESS:

A. Police:

1. Approve Entry Level Applicant Polygraph ICO Alexander Lee. After reviewing the polygraph report, Commissioner Villareal made a verbal Motion that the polygraph report be accepted as Passed for Alexander Lee. Commissioner Rathburn verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Rathburn	Aye
Commissioner Villareal	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed the polygraph report for Alexander Lee was accepted as Passed.

2. Approve Entry Level Applicant Polygraph ICO Ethan Shook. After reviewing the polygraph report, Commissioner Rathburn made a verbal Motion that the polygraph report be accepted as Passed for Ethan Shook. Commissioner Villareal verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Rathburn	Aye
Commissioner Villareal	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed the polygraph report for Ethan Shook was accepted as Passed.

B. Police—Approve Entry Level Applicant Interviews

1. After conducting a thorough interview with Alexander Lee, Commissioner Villareal made a verbal Motion to Approve the Applicant Interview as Passed for Alexander Lee. Commissioner Rathburn verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Rathburn	Aye
Commissioner Villareal	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and Interview was accepted as Passed for Alexander Lee.

2. After conducting a thorough interview with Ethan Shook, Commissioner Villareal made a verbal Motion to Approve the Applicant Interview as Passed for Ethan Shook. Commissioner Rathburn verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Rathburn	Aye
Commissioner Villareal	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and Interview was accepted as passed for Ethan Shook.

- C. Police—Entry Level Applicant Conditional Offer of Employment. Commissioner Villareal made a verbal Motion to offer applicants Alexander Lee and Ethan Shook Conditional Offers of Employment. Commissioner Rathburn verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Rathburn	Aye
Commissioner Villareal	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and a conditional offer of employment was extended to Alexander Lee and Ethan Shook.

- D. Police—Authorize Entry Level Applicant Psychological Testing. Commissioner Rathburn made a verbal Motion to offer approve psychological testing for applicants Alexander Lee and Ethan Shook. Commissioner Villareal verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Rathburn	Aye
Commissioner Villareal	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and psychological testing for applicants Alexander Lee and Ethan Shook were approved.

- E. Police—Authorize Entry Level Applicant Medical Examination. Commissioner Rathburn made a verbal Motion to offer approve medical examinations for applicants Alexander Lee and Ethan Shook. Commissioner Villareal verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Rathburn	Aye
Commissioner Villareal	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and medical examinations for applicants Alexander Lee and Ethan Shook were approved.

ADJOURNMENT: Commissioner Villareal made a verbal Motion to Adjourn. Commissioner Rathburn verbally seconded this motion. A voice vote was held and Chair Hunter declared the Motion as Passed and the Meeting as adjourned. The Meeting adjourned at about 7:40 P.M.

Respectfully Submitted,



Timothy A. Rathburn

Approved by Vote of the Board of Fire and Police Commissioners on APR 10 2025