



Village of Maple Park

302 Willow Street ♦ P.O. Box 220 ♦ Maple Park, Illinois 60151

Village Hall: 815-827-3309
Fax: 815-827-4040
Website: <http://www.villageofmaplepark.com>

PERSONNEL & COMMUNICATIONS COMMITTEE MEETING MINUTES

Tuesday, October 17, 2017

7:00 p.m.

Village of Maple Park

302 Willow Street, Maple Park, IL, 60151

1. MEETING CALL TO ORDER AND ROLL CALL

Chairman JP Dries called the meeting to order at 7 p.m.

Village Clerk Liz Peerboom called the roll call and the following Committee members were present: Trustee JP Dries, Trustee Bart Shaver, and Trustee Kristine Dalton.

Others present: Public Works Director Mike Miller and Village Clerk Liz Peerboom.

2. PUBLIC COMMENTS – *Any resident wishing to address the Committee may do so according to the Rules of Public Comment and should register with the Village Clerk prior to the meeting.*

None.

3. APPROVAL OF MEETING MINUTES

- September 19, 2017

Trustee Shaver made a motion to approve the minutes from the September 9, 2017 meeting, seconded by Trustee Dalton. Motion carried by voice vote.

4. PUBLIC WORKS ASSISTANT INTERVIEWS

The committee interviewed the following candidates: Jeffrey Van Gemert, Ed Drafke, Josh Jordan, Kevin Stover. Jake Limberis was a no-show, no-call.

After some discussion, consensus was that Public Works Director Mike Miller would have the four candidates in for a tour of the village and facilities. After that, the list would be narrowed to two for full Board approval.

5. OTHER ITEMS

Trustee Dries advised the committee that the police department is down another car, after a squad went through a puddle of water, adding that this will need to be addressed soon because the police department now only has one car.

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6. ADJOURNMENT

Trustee made a motion to adjourn the meeting, seconded by Trustee. Motion carried by voice vote.

Meeting adjourned at 10:11 p.m.

Liz Peerboom, CMC
Village Clerk

Committee Members:
Trustee JP Dries, Chair
Trustee Kristine Dalton
Trustee Brandon Harris
Trustee Bart Shaver



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PERSONNEL & COMMUNICATIONS COMMITTEE MEETING MINUTES

SPECIAL MEETING

Tuesday, November 7, 2017

Immediately Following the Board of Trustees Meeting

Village of Maple Park

302 Willow Street, Maple Park, IL, 60151

1. MEETING CALL TO ORDER AND ROLL CALL

Chairman JP Dries called the meeting to order at 7:59 p.m.

Village Clerk Liz Peerboom called the roll call and the following Committee members were present: Chairman JP Dries, Trustee Kristine Dalton, Trustee Brandon Harris, Trustee Bart Shaver.

Others present: President Kathy Curtis, Trustee Chris Higgins, Trustee Luke Goucher, Public Works Director Mike Miller, Interim Police Chief Mike Acosta and Village Clerk Liz Peerboom.

2. PUBLIC COMMENTS – *Any resident wishing to address the Committee may do so according to the Rules of Public Comment and should register with the Village Clerk prior to the meeting.*

None.

3. FOLLOWUP ON PUBLIC WORKS ASSISTANT INTERVIEWS

Chairman Dries advised the Board that there were 5 applicants scheduled for interviews, of which 4 interviewees showed up. Since the interviews, 2 have applicants have dropped out. Both of the remaining applicants did a tour of the village and public works facilities, with Public Works employee Paul Johnson, so they understand fully what they are getting into. Public Works Director Mike Miller said that both candidates would be good, but one candidate has more experience. He added that his main concern is that they don't find another job two weeks after being hired and the village is left without a public works employee.

The committee discussed the qualifications and attributes of both candidates. Trustee Dalton asked if the Board was going to interview these applicants. Mr. Miller said that he will do any interviewing that is necessary from this point forward and he will call references.

After some discussion, consensus was to have Mr. Miller and Village President Kathy Curtis do a final interview with each applicant and let the Board know their choice by the end of next week. Trustee Dries reminded him that Northwestern Medicine can do an agility test, along with the drug test.

Trustee Dalton also wanted background checks done on the candidate.

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4. DISCUSSION OF POLICE CHIEF APPLICATIONS

Chairman Dries advised that he separated the resumes into "Strongest, Possible, and No," adding that Interim Police Chief Acosta also added three names to the strongest list. He would like to narrow the list to 3 for interviews, if possible.

The committee discussed each of the strongest applicants and their experience. Consensus was to interview 5 candidates. Interviews will take place on Tuesday, November 21, 2017 and each interview will be 30 minutes. Village Clerk Liz Peerboom will schedule the interviews. It was asked that the Village Clerk advised each interviewee that, if they are called back for a second interview, they will be required to submit 2 letters of recommendation.

The committee then briefly discussed the current state of the police department and steps that Interim Chief Acosta is taking to bring the department back under control.

5. OTHER ITEMS

None.

6. ADJOURNMENT

Trustee Harris made a motion to adjourn the meeting, seconded by Trustee. Motion carried by voice vote Shaver.

Meeting adjourned at 9:10 p.m.

Liz Peerboom, CMC
Village Clerk

Committee Members:
Trustee JP Dries, Chair
Trustee Kristine Dalton
Trustee Brandon Harris
Trustee Bart Shaver