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SYCAMORE FIRE AND POLICE COMMISSION – MEETING 8:00 AM  
Special Meeting Minutes of July 14, 2025

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**CALL TO ORDER AND ROLL CALL:**

Commissioner Tana Knetsch called the meeting to order at 8:03 AM and Recording Secretary Kate Griffey called the roll. Those present were Commissioner Tana Knetsch, Commissioner Samantha Dailey, Commissioner Manny Pena. Police Chief Erik Mahan, Attorney Kevin Buick and City Manager Michael Hall were also present.

**APPROVAL OF AGENDA**

**MOTION**

Commissioner Dailey motioned to approve the agenda and Commissioner Pena seconded the motion.

**VOICE VOTE**

All present voted aye.

**CONSENT AGENDA**

**MOTION**

Commissioner Knetsch motioned to defer consideration to approve minutes of 06/03/25 until the next scheduled meeting. The motion was seconded by Commissioner Dailey.

**ROLL CALL VOTE**

Commissioner Knetsch- Aye. Commissioner Pena- Aye. Commissioner Dailey- Aye.

Motion carried 3-0.

**AUDIENCE TO VISITORS – None**

**REPORTS**

- A. Police Chief – Police Chief Erik Mahan informed the Commissioners of Ryan Hooper's appointment as Deputy Chief, and acknowledged the impact on other positions in the department. Swearing in will take place next Monday. He noted that the department is currently fully staffed.
- B. Fire Chief – City Manager Michael Hall reported on certain matters in Chief Gilmore's absence. The construction is progressing appropriately with regard to the new fire station on Borden Drive. A new ladder truck will be deployed and on display in the near future. The City Manager noted that the fire department will have new people in place on or about January 1<sup>st</sup>, and reported the collective bargaining agreement negotiations will begin in the coming months for both the police and fire departments.

**OLD BUSINESS – None**

**NEW BUSINESS/ACTION ITEMS**

- A. Consideration of Promotional Process to the Rank of Sergeant.

Police Chief Erik Mahan noted the need for a promotional appointment to the rank of Sergeant to fill the existing vacancy. Noting the provisions of Chapter VIII, Section 1.A of the Rules and Regulations, which permits the Board to fill the vacancy by selecting from the three applicants having the highest ranking on the Promotional Eligibility list, Chief Mahan tendered his recommendation to the Board that Kaitlyn Pedersen be selected for this promotional position.

**MOTION**

Commissioner Knetsch motioned to approve Chief Mahan's recommendation to promote Officer Pedersen to Sergeant. Commissioner Pena seconded the motion.

**ROLL CALL VOTE**

Commissioners Knetsch – Aye. Commissioner Dailey- Aye. Commissioner Pena- Aye. Motion carried 3-0.

**ADJOURNMENT**

**MOTION**

Commissioner Knetsch motioned to adjourn and Commissioner Pena seconded the motion.

**VOICE VOTE**

Passed.

Meeting was adjourned at 8:18 a.m.

Accepted by:

Tana Knetsch 9/2/25

Commissioner Tana Knetsch

(Date)

Attested by:

K Griffey 9/2/25

Recording Sec. Kate Griffey

(Date)