

CITY OF
GALESBURG
ILLINOIS

December 1, 2025

City Council Agenda



55 W. TOMPKINS STREET
GALESBURG, IL 61401
WWW.CI.GALESBURG.IL.US



CITY OF
GALESBURG
ILLINOIS



City Council Meeting Agenda

City Council Chambers

December 1, 2025

6:00 p.m.	Roll Call	Pledge of Allegiance
		Invocation
	Proclamation	Veteran Byron Baird Purple Heart
	Approve	Minutes from November 17, 2025

Public Comment

Consent Agenda #2025-23

25-4079	Approve	Annual Service Renewal for Streaming & Storing Public Meetings
25-8022	Bills and Advance Checks	Approval and warrants drawn in payment of same

Passage of Ordinances and Resolutions

25-1020	Ordinance	Sale of Surplus Firearms (Final Reading)
25-1021	Ordinance	Designate Stop Intersection at Holton Street and West 2 nd Street

Bids, Petitions and Communications

25-3048	Bid	Fuel Farm at Airport
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City Manager's Report

November Traffic Advisory Committee Report

Miscellaneous Business (Agreements, Approvals, Etc.)

25-4080	Approve	2026 Budget with Classification and Salary Schedule
25-4081	Approve	American Federation of State, County, and Municipal Employees (AFSCME) Memorandum of Agreement
25-4082	Approve	International Association of Fire Fighters (IAFF) Contract

25-4083	Approve	Workers' Compensation Agreement
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[Town Business](#)

25-9028	Ordinance	Township Budget & Appropriation Ordinance (Final Reading)
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25-9029	Ordinance	Tax Levy Ordinance (Final Reading)
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25-9031	Approve	Contract for Legal Services
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25-9032	Approve	Bills
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[Closing Comments](#)

[Adjournment](#)



CITY COUNCIL MEETING
City Manager's Report
December 1, 2025

CONSENT AGENDA #2025-23

Item 25-4079 Annual Service Renewal for Streaming & Storing Public Meetings

Staff recommend approval of a \$25,565.61 renewal contract with Granicus for streaming and archival services. Granicus provides the City with streaming for public meetings, including City Council and Planning and Zoning meetings, along with real-time closed captioning. The service allows for unlimited video archival, dating back to September 2008, and ensures that meeting videos are uploaded to Granicus's servers, minimizing the use of City Hall's bandwidth. Closed captioning is provided for accessibility, with real-time transcriptions cleaned up for ADA compliance after the meetings. Granicus also supports the streaming of Public Service Announcements and other videos. The service is accessible via the City's website. Funding for the renewal is available from the General Fund.

Item 25-8022 Bills

Bills and advanced checks are submitted for approval. All purchases are made in accordance with purchasing policies, with bids over \$25,000.00 utilizing the competitive bid process and approved individually by the City Council.

ORDINANCES AND RESOLUTIONS

Item 25-1020 Sale of Surplus Firearms (Final Reading)

Staff recommend approval of a special ordinance authorizing the sale of surplus firearms from the Police Department. The department has accumulated various firearms over time, including those no longer in use and confiscated weapons from non-violent crimes. These firearms, including pistols and rifles, will be sold through a licensed federal firearms dealer (FFL), ensuring all applicable laws and regulations are followed. A list of the firearms to be sold is included in the ordinance, and prices will be set by the FFL dealer. Additionally, officers will have the opportunity to purchase their recently replaced Sig Sauer P320 handguns at an agreed price, with the City receiving a percentage of those sales. The sale is expected to generate approximately \$40,000, which will help offset the recent purchase of Glock 47 firearms for patrol officers. This special ordinance requires two readings by the City Council, with final approval prior to solicitation.

Item 25-1021 Designate Stop Intersection at Holton Street & West Second Street

Staff recommend approval of an ordinance to designate the intersection of Holton Street and West 2nd Street as a two-way stop. The request follows pedestrian safety concerns near Cooke Park, particularly with the construction of new facilities at the park. A resident suggested adding stop signs on Holton Street, where yield signs currently exist. The Traffic Advisory Committee reviewed the proposal and recommended replacing the yield signs with stop signs to enhance

safety. The installation of the stop signs is estimated to cost \$150. Funding for this work is available from the City's Gas Tax Fund (Fund 14).

BIDS, PETITIONS AND COMMUNICATIONS

Item 25-3048 Fuel Farm at Airport

Staff recommend approval of a \$1,392,000 bid from Brandt Construction Co. for the replacement of the airport fuel farm. The project is funded in part by Rebuild Illinois capital funds, which prioritize aeronautical facility improvements. The existing underground fuel tanks at the airport are deteriorating and need replacement. The proposal includes two above-ground storage tanks, electrical service to the new site, and removal of the old tanks. Brandt Construction's bid includes \$1,380,000 for the base work, \$12,000 for electrical service, and \$182,000 for tank removal. Although the bid is 8% higher than the engineer's estimate, staff believe re-bidding is unlikely to lower costs. The total cost will be split, with \$791,449.20 covered by Rebuild Illinois funds and the City's local share of \$600,550.80 paid from the Utility Tax Fund (Fund 59), with reimbursement from the Grants Fund (Fund 13).

CITY MANAGER'S REPORT

Traffic Advisory Committee Report, November

MISCELLANEOUS BUSINESS (Agreements, Approvals, Etc.)

Item 25-4080 2026 Budget with Classification and Salary Schedule

Staff recommend approval of the 2026 Budget and the 2026 Classification and Salary Schedule for City employees. The City Manager prepares and recommends the budget, but the City Council makes the final decisions on resource allocation. A public hearing for the 2026 Budget was held on November 17, 2025, and the budget has been available for review at the Galesburg Public Library, City Clerk's Office, and on the City's website. The attached Classification and Salary Schedule includes a 4% cost-of-living adjustment for AFSCME, IAFF, PSEO, and Exempt & NRH employees, along with the creation of new positions for Public Works Operations Manager and Park Foreman. Additionally, the Transit Dispatcher and Water Meter Shop Foreman positions have been reclassified. All changes are accounted for within the 2026 budget, which sets the legal spending limits for the fiscal year ending December 31, 2026.

Item 25-4081 AFSCME Memorandum of Agreement

Staff recommend approval of a Memorandum of Agreement (MOA) with American Federation of State, County, and Municipal Employees (AFSCME), which has been negotiated over the past 1.5 years. The MOA includes a provision for a trial period of eight months for a 12-hour work schedule for PSB Dispatchers, similar to the "Pittman Schedule" used by Police Officers. The agreement also resolves pending grievances. The implementation of the 12-hour schedule will require an increase in scheduled overtime, which is currently being budgeted for 2026.

Item 25-4082 International Association of Fire Fighters (IAFF) Contract

Staff recommend approval of the successor collective bargaining agreement and side letter with IAFF. The previous agreement expired on December 31, 2023, and the new three-year agreement has been negotiated. It includes a 4% cost-of-living adjustment for the years 2024, 2025, and 2026. The budget impact includes a 4% increase each year, which has been budgeted for 2024 and 2025, and is currently being budgeted for 2026.

Item 25-4083 Workers' Compensation Agreement

Staff recommend approval of a settlement agreement for a pending workers' compensation case related to an injury sustained in May 2024. In exchange for a release of claims, the injured party will receive \$32,000. The payment will be covered by funds available in the Risk Management Fund (078).

TOWN BUSINESS

Item 25-9028 Township Budget & Appropriation Ordinance (Final Reading)

Item 25-9029 Township Tax Levy Ordinance (Final Reading)

Item 25-9031 Contract for Legal Services

Item 25-9032 Town Bills

Respectfully submitted,

Eric Hanson
City Manager

Proclamation

CITY OF GALESBURG

ILLINOIS

WHEREAS, today we recognize the profound sacrifice and unwavering courage of a distinguished American soldier, Sergeant Byron Baird; and

WHEREAS, Byron Baird, a farm boy whose rural upbringing instilled in him a foundational resilience, answered the call to serve his nation, deploying to Afghanistan with the specialized and perilous duty of clearing minefields; and

WHEREAS, on April 26, 2010, the skills of his service collided with the harsh reality of war when a devastating bomb exploded beneath his military vehicle—a truck he credits with saving his life—leaving him with grievous injuries, including an inability to walk and lasting complications from a traumatic brain injury and the loss of approximately 80% of his hearing; and

WHEREAS, displaying extraordinary commitment, Sergeant Baird chose to return to the front lines rather than return home, only to be struck a second time by another explosion shortly after his return to duty; and

WHEREAS, these incidents and his resulting injuries qualified him for the Purple Heart, the oldest military award in the United States, originally established by George Washington as the Badge for Military Merit, honoring those wounded or killed in service; and

WHEREAS, due to the timing of his medical leave, Sergeant Baird tragically missed his ceremony and, despite years of persistent effort, could not secure the formal presentation of this rightful honor; and

WHEREAS, this injustice motivated, Mr. Bud Westbay, who, driven by a deep conviction that "this is an injustice that must be served," relentlessly wrote to members of Congress and other officials, ultimately prompting a dedicated task force through the office of Congressman Eric Sorensen; and

WHEREAS, through the combined persistence of Mr. Westbay and the dedication of the Congressman's team, Sergeant Baird's rightful honor was finally restored, culminating in the long-overdue presentation of his Purple Heart certificate and medal, bringing to an end a decade-long wait and acknowledging his monumental sacrifice; and

NOW, THEREFORE, I, Peter Schwartzman, Mayor of the City of Galesburg, do hereby proclaim and formally and collectively recognize with the City Council, Sergeant Byron Baird's valor, his profound sacrifice in the defense of freedom, and his indomitable perseverance.

Dated the 11th day of November 2025
Presented the 1st day of December 2025

Mayor Peter D. Schwartzman

5:50 p.m. Public Hearing: FY 2026 City of Galesburg Budget

Public Hearing: FY 2026 Township Budget

Galesburg City Council Regular Meeting
City Council Chambers
55 West Tompkins Street, Galesburg, Illinois
November 17, 2025
6:00 p.m.

Called to order by Mayor Peter Schwartzman at 6:00 p.m.

Roll Call #1: Present: Mayor Peter Schwartzman, Council Members Wendel Hunigan, Evan Miller, Dwight White, Heather Acerra, Greg Saul, and Steve Cheesman, 7. Absent: Council Member Angelica Mangieri, 1. Also Present: City Manager Eric Hanson, City Attorney Dan Alcorn, and Deputy City Clerk Ericka Gugliotta.

Mayor Schwartzman declared a quorum present.

The Pledge of Allegiance was recited.

Deacon Michael Crummer gave the invocation.

Council Member Saul moved, seconded by Council Member Acerra, to approve the minutes of the City Council's regular meeting from November 3, 2025.

Roll Call #2:

Ayes: Council Members Hunigan, Miller, White, Acerra, Saul, and Cheesman, 6.

Nays: None

Absent: Council Member Mangieri, 1.

Chairman declared the motion carried.

PUBLIC COMMENT

Pastor James A. Hailey of Allen Chapel AME thanked everyone who attended the fish fry held at the Allen Chapel AME on Veterans Day. Hailey also thanked those who attended the Chapel's Anniversary Celebration which included many City Council Members. The event was a great success and he has hopes for an even better turnout next year.

Deborah Moreno, Editor-In-Chief, Galesburg Community News (GCN), addressed the Council on behalf of the GCN founding board and reporting team. Moreno explained that the goal of the Galesburg Community News is to provide local coverage focusing on local government, education, arts and events. Since the launch of GCN, they have seen tremendous growth in engagement from citizens who want more local reporting. GCN hopes to build strong

relationships with the City's departments and thanked the Galesburg Police Department for providing daily reports.

Bruce Cook spoke to the Council addressing a term he's heard a lot lately, white privilege. Cook stated the term applies to him because he is white despite not understanding the term or experiencing it. Mr. Cook knows what racism is, and does not understand it, however, he does understand hate. To hate someone because of their skin color or ethnic background is something he's never understood. Except for the radicals on both ends of the spectrum, most people want to live together in peace. Cook believes this will never happen if we are creating labels. He stated he is an individual and refuses to accept a label or to be put in a box. Mr. Cook added that he has come to terms with someone hating him without knowing him. Lastly, Cook noted that some might think he is part of the problem because he is not actively working to solve racism. He cannot solve something he doesn't understand.

CONSENT AGENDA #2025-22

All matters listed under the Consent Agenda are considered routine by the City Council and will be enacted by one motion.

25-3046

Approve the bid submitted by Knapheide Truck Equipment in the amount of \$85,035 for the purchase and installation of a dump body, snowplow, and salt spreader for the Park Division.

25-3047

Approve the bid from D&T Demolition LLC in the amount of \$129,340 for the demolition and clean-up of 224-240 South Seminary Street.

25-4070

Approve the lease agreement with Jefferson Lines to use the depot at Colton Park, 225 South Seminary Street for intercity bus service.

25-4071

Approve a service contract between the City of Galesburg Public Transportation and the Galesburg Rescue Mission to provide discounted pricing on both single and punch passes for the fixed route system.

25-4072

Approve a service contract between the City of Galesburg Public Transportation and Safe Harbor to provide discounted pricing on both single and punch passes for the fixed route system.

25-4073

Approve a service contract between the City of Galesburg Public Transportation and the Salvation Army to provide discounted pricing on both single and punch passes for the fixed route system.

25-4074

Approve a service contract between the City of Galesburg Public Transportation and Thrive Community Service to provide discounted pricing on both single and punch passes for the fixed route system.

25-8021

Approve bills in the amount of \$1,082,422.17 and advance checks in the amount of \$20,471.92.

Council Member White moved, seconded by Council Member Saul, to approve Consent Agenda 2025-22

Roll Call #3:

Ayes: Council Members Hunigan, Miller, White, Saul, and Cheesman, 5.

Nays: None

Absent: Council Member Mangieri, 1.

Abstain: Council Member Acerra, 1.

Chairman declared the motion carried by omnibus vote.

PASSAGE OF ORDINANCES AND RESOLUTIONS

25-1018

Council Member Acerra moved, seconded by Council Member Saul, to approve Special Ordinance 25-631 on final reading approving the 2025 Property Tax Levy in the amount of \$10,871,732, which is a 4% increase compared to the 2024 tax levy extension.

Roll Call #4:

Ayes: Council Members Hunigan, Miller, White, Acerra, Saul, and Cheesman, 6.

Nays: None

Absent: Council Member Mangieri, 1.

Chairman declared the motion carried.

25-1019

Council Member Cheesman moved, seconded by Council Member Acerra, to approve Special Ordinance 25-632 on final reading approving the 2025 levy for the Special Service Area #1 (Downtown Area) in the amount of \$166,875.

Roll Call #5:

Ayes: Council Members Hunigan, Miller, White, Acerra, Saul, and Cheesman, 6.

Nays: None

Absent: Council Member Mangieri, 1.

Chairman declared the motion carried.

25-1020

Special Ordinance on first reading authorizing the sale of surplus firearms from the Police Department. These firearms, including pistols and rifles will be sold through a licensed federal firearms dealer (FFL).

BIDS, PETITIONS, AND COMMUNICATIONS

CITY MANAGER'S REPORT

MISCELLANEOUS BUSINESS (AGREEMENTS, APPROVALS, ETC.)

25-4075

Council Member Miller moved, seconded by Council Member Saul, to approve the recommendation by the Landmark Commission designating 325 North Prairie Street as a local landmark.

Council Member Acerra expressed her gratitude to the City Council's consideration to approve the designation of her home, 325 North Prairie Street, as a local landmark. Acerra stated that they have used their own funds to refurbish the home back to its original state and will see no financial gain from designating the property as a local landmark.

Roll Call #6:

Ayes: Council Members Hunigan, Miller, Acerra, Saul, and Cheesman, 5.

Nays: None

Absent: Council Member Mangieri, 1.

Abstain: Council Member White, 1.

Chairman declared the motion carried.

25-4076

Council Member Saul moved, seconded by Council Member Miller, to approve two agreements for Administration Adjudication Hearing Officers; one with H. Wayne Statham as the primary officer and another with John Robertson of Barash & Everett, LLC as the substitute officer.

Roll Call #7:

Ayes: Council Members Hunigan, Miller, White, Acerra, Saul, and Cheesman, 6.

Nays: None

Absent: Council Member Mangieri, 1.

Chairman declared the motion carried.

25-4077

Council Member Acerra moved, seconded by Council Member Cheesman, to approve a two-year tourism agreement between the City of Galesburg and the Galesburg Tourism and Visitors Bureau (GTVB) from January 1, 2026, through December 31, 2027. The City will allocate \$190,000 annually from hotel-motel tax revenues to support GTVB's tourism marketing program.

Roll Call #8:

Ayes: Council Members Hunigan, Miller, White, Acerra, Saul, and Cheesman, 6.

Nays: None.
Absent: Council Member Mangieri, 1.
Chairman declared the motion carried.

25-4078

Council Member Miller moved, seconded by Council Member White, to waive normal purchasing policies and approve the 2026 maintenance fees in the amount totaling \$92,982.73 for Springbrook government-wide software used by the City.

Roll Call #9:

Ayes: Council Members Hunigan, Miller, White, Acerra, Saul, and Cheesman, 6.
Nays: None
Absent: Council Member Mangieri, 1.
Chairman declared the motion carried.

Council Member Saul moved, seconded by Council Member Acerra, that the City Council sit as the Town Board. The motion carried by voice vote.

TOWN BUSINESS**25-9028**

Ordinance of first reading approving the Township Budget and Appropriation for the fiscal year beginning January 1, 2026, and ending December 31, 2026:

General Town Fund	\$747,860.00
General Assistance Fund	\$436,325.00

25-9029

Ordinance of first reading approving the 2025 Property Tax Levy for the Town of The City of Galesburg in the amount of \$531,000.

25-9030

Trustee Acerra moved, seconded by Trustee Saul, to approve Town bills and warrants to be drawn in payment of same.

Fund Title	Amount
Town Fund	\$9,987.44
General Assistance Fund	\$7,868.25
IMRF Fund	
Social Security/Medicare Fund	\$4,217.58
Liability Fund	
Audit Fund	
Total	\$22,073.27

Roll Call #10:

Ayes: Trustees Hunigan, Miller, White, Acerra, Saul, and Cheesman, 6.

Nays: None

Absent: Council Member Mangieri, 1.

Chairman declared the motion carried.

Trustee Saul moved, seconded by Trustee Miller, to resume as the City Council. The motion carried.

CLOSING COMMENTS

Council Member Acerra wished everyone a Happy Thanksgiving. Acerra also stated she visited Knox County Community Artisan (KCCA). The business is a 13,000 square foot facility that offers education and training for various woodworking techniques. She stated that KCCA offers different memberships for people to learn new skills.

Council Member Saul wished everyone a Happy Thanksgiving.

Council Member Cheesman stated that there are many accomplishments that our community can be grateful for during the Thanksgiving holiday, such as the City's shelter now being open twenty-four hours a day, seven days a week. Also, there are many food pantries available to the community, most of which need volunteers.

Cheesman recognized the many local businesses, highlighting Lindstrom's TV and Appliances and Templeton Roofing who are both celebrating mile marker anniversaries. Cheesman expressed his appreciation for all the citizens who are making positive changes in the community.

Council Member Hunigan announced that the City along with the Western Illinois Regional Council (WIRC) will be accepting applications for home repairs, replacement roofing and improving accessibility to older homes. These funds were made possible through a \$600,000 grant awarded to the City through the Illinois Housing Development Agency's Home Repair and Accessibility Program.

The program focuses on owner occupied homes with low to moderate income. To be eligible for a grant up to \$50,000, homeowners must be current on their property taxes and have no liens on their property. If anyone is interested they can contact Steve Gugliotta, Director of Community or WIRC. Hunigan added that if anyone needs assistance with the application, he is also available for assistance.

Hunigan reported that since 2019, 197 homes have been repaired through various grants totaling four million dollars in funding.

Hunigan stated he attended the party held by Mayor Schwartzman celebrating Galesburg accomplishments and congratulated Allen Chapel AME on their 172nd anniversary.

Council Member Miller stated that the City is working hard to bring jobs to the area as well as finding ways to address the issue of mental health and the unhoused. Miller wished everyone safe travel during the holiday season.

Council Member White stated that as a veteran he enjoyed many nice meals on Veterans Day. White also attended the event held at Wal-Mart recognizing several veterans.

White also stated that he has spent some time with Mr. Cook and respects his point of view and believes that one day people can move forward. White expressed his concern when watching people in other cities get hauled away by someone with a mask on and in a military uniform. What is more concerning, is that the Police are under no obligation to protect them.

Mayor Schwartzman stated that he attended the event at Wal-Mart for Veterans Day. Ten veterans were given handmade quilts and the City presented two special proclamations. Schwartzman recognized Linda Howarter for her contributions to Veterans and coordinating the event.

Schwartzman also enjoyed attending the fish fry at Allen Chapel AME for Veterans Day and hopes to attend more in the future. Schwartzman also attended The Galesburg Area Chamber of Commerce Legislative Luncheon where Representative Dan Swanson and Senator Mike Halpin tackled many difficult questions.

Lastly Mayor Schwartzman thanked Best Western and its staff for hosting his party celebrating Galesburg. Schwartzman created a slideshow highlighting many accomplishments and that anyone can view it.

There being no further business, Council Member Saul moved, seconded by Council Member White, to adjourn the regular meeting at 6:54 p.m.

Roll Call #11:

Ayes: Council Members Hunigan, Miller, White, Acerra, Saul, and Cheesman, 6.

Nays: None

Absent: Council Member Mangieri, 1.

Chairman declared the motion carried.

Peter Schwartzman, Mayor

Ericka Gugliotta, Deputy City Clerk



City Council Meeting

Agenda Item Overview

December 1, 2025

AGENDA ITEM: Granicus Annual Renewal

SUMMARY RECOMMENDATION: The City Manager, IT Director, and Purchasing Agent recommend approving the \$25,565.61 renewal from Granicus.

BACKGROUND: Granicus is the service the City utilizes to stream public meetings online. This service provides unlimited archival, external access, streaming for meetings and real time closed captioning.

Unlimited Archival

Currently City Council meeting videos are archived back to September of 2008. There is no limit to the number of videos or years we can maintain in the video archive.

Unlimited External Access

Currently Granicus is connected to the City's AV system for real-time recording of each meeting. This video is uploaded to the cloud / Granicus servers so that the public can view each meeting utilizing Granicus's extreme bandwidth rather than using City Hall bandwidth. This expanded functionality is important for meetings viewed in real time.

Unlimited Meetings

The City regularly streams and archives City Council meetings, as well as Planning and Zoning meetings. Public Service Announcements and other Miscellaneous videos are also uploaded.

Closed Captioning

Granicus provides a closed captioning service for both City Council meetings and Planning and Zoning meetings. This service consists of a person transcribing the meeting as it happens and is being viewed online. Once the meeting is completed, IT trims the video, and the Closed captioning service goes back and cleans up the original transcription to provide a cleaner ADA compliant video.

The streaming service can be accessed through the City's website at the below link:

[https://www.ci.galesburg.il.us/government/finance/information_systems/streaming_video_\(city_council_meetings\).php](https://www.ci.galesburg.il.us/government/finance/information_systems/streaming_video_(city_council_meetings).php)



BUDGET IMPACT: There are funds available in the General Fund for this renewal.

SUPPORTING DOCUMENTS:

1. Granicus Proposal

THIS IS NOT AN INVOICE

Order Form
Prepared for
Galesburg, IL

Granicus Proposal for Galesburg, IL

ORDER DETAILS

Prepared By: Valery Mendez
Phone:
Email: valery.mendez@granicus.com
Order #: Q-450357
Prepared On: 20 May 2025
Expires On: 31 Dec 2025

ORDER TERMS

Currency: USD
Payment Terms: Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)
Current Subscription End Date: 31 Dec 2025
Initial Order Term End Date: 31 Dec 2028
Period of Performance: 01 Jan 2026 - 31 Dec 2026

PRICING SUMMARY

The pricing and terms within this Proposal are specific to the products and volumes contained within this Proposal.

Renewing Subscription Fees			
Solution	Billing Frequency	Quantity/Unit	Annual Fee
Recurring Captioning Services	Annual	70 Hours	\$11,319.00
Template - Player	Annual	1 Each	\$351.04
Template - Sectioned View Page	Annual	1 Each	\$0.00
Template - Custom View Page	Annual	1 Each	\$438.11
GovMeetings Live Cast	Annual	1 Each	\$11,638.33
Granicus Live Cast Encoding Software	Annual	1 Each	\$1,819.13
Open Platform Suite	Annual	1 Each	\$0.00
SUBTOTAL:			\$25,565.61

FUTURE YEAR PRICING

Solution(s)	Period of Performance	
	01 Jan 2027 - 31 Dec 2027	01 Jan 2028 - 31 Dec 2028
Recurring Captioning Services	\$12,450.90	\$13,695.99
Template - Player	\$386.14	\$424.76
Template - Sectioned View Page	\$0.00	\$0.00
Template - Custom View Page	\$481.92	\$530.11
GovMeetings Live Cast	\$12,802.16	\$14,082.38
Granicus Live Cast Encoding Software	\$2,001.04	\$2,201.15
Open Platform Suite	\$0.00	\$0.00
SUBTOTAL:	\$28,122.16	\$30,934.39

PRODUCT UPDATES

FOR INFORMATION ON RECENT AND UPCOMING PRODUCT ENHANCEMENTS ACROSS THE GRANICUS PORTFOLIO, PLEASE REFER TO THE SEMIANNUAL UPDATE INFORMATION ON THIS WEBPAGE:

: [HTTPS://GRANICUS.COM/SEMIANNUAL-UPDATES/](https://granicus.com/semiannual-updates/)

PRODUCT DESCRIPTIONS

Solution	Description
Recurring Captioning Services	Live closed captioning. • All Meetings will incur one hour minimum. • Cancellations within 24 hrs. will be charged 1 hour minimum. • Caption reservations should be reserved two weeks in advance. Jobs with little notice may not be guaranteed coverage, 24 hours as an absolute minimum. • Real Time Captions are provided at an 98% accuracy readability rating • Recurring Caption hours not used in the period of performance will not carry over to the following year.
Template - Player	creating a custom video player page
Template - Custom View Page	Custom view page
GovMeetings Live Cast	govMeetings Live Cast provides the ability to manage public meetings from anywhere, on almost any device using cloud based software and a Granicus Live Cast encoder. It will stream public meetings in HD, allow users to live index items, record and publish minutes, and provide archive videos for on-demand viewing.
Granicus Live Cast Encoding Software	Granicus Live Cast Software will convert the video feed for video streaming on the web which will also record video and provides the MP4 file for archive playback. <i>Only used with the Live Cast encoder hardware and Live Cast solution.</i>
Open Platform Suite	Open Platform is access to MediaManager, upload of archives, ability to post agendas/documents, and index of archives. These are able to be published and accessible through a searchable viewpage.

THIRD PARTY DISCLAIMER

Closed Captioning and Meeting Services: Client and Granicus may agree that a third party will provide closed captioning, transcription services, or other meeting services under this Agreement. In such case, Client expressly understands that the third party is an independent contractor and not an agent or employee of Granicus. Granicus is not liable for acts performed by such an independent third party.

TERMS & CONDITIONS

- This quote, and all products and services delivered hereunder are governed by the terms located at <https://granicus.com/legal/licensing>, including any product-specific terms included therein (the "License Agreement"). If your organization and Granicus has entered into a separate agreement or is utilizing a contract vehicle for this transaction, the terms of the License Agreement are incorporated into such separate agreement or contract vehicle by reference, with any directly conflicting terms and conditions being resolved in favor of the separate agreement or contract vehicle to the extent applicable.
- If submitting a Purchase Order, please include the following language: The pricing, terms and conditions of quote Q-450357 dated 20 May 2025 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Galesburg, IL to provide applicable exemption certificate(s).
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.
- Client will be invoiced for use of any product or service measured or capped by volume or amount of usage that exceeds the permitted amount set forth in this Quote at the same cost or rate set forth herein.

BILLING INFORMATION

Billing Contact:		Purchase Order Required?	☐ - No ☐ - Yes
Billing Address:		PO Number: <i>If PO required</i>	
Billing Email:		Billing Phone:	

If submitting a Purchase Order, please include the following language:

The pricing, terms, and conditions of quote Q-450357 dated 20 May 2025 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.

AGREEMENT AND ACCEPTANCE

By signing this document, the undersigned certifies they have authority to enter the agreement. The undersigned also understands the services and terms.

Galesburg, IL	
Signature:	
Name:	
Title:	
Date:	

Accounts Payable

Transactions by Account



25-8022

User:

Printed: 11/25/2025 - 3:15PM

Batch: 00001.11.2025

Account Number	Vendor	Description	Date	Amount	PO No
001-0000-10701-00	Quadient Leasing USA, Inc	1/26 - 2/26 - service	11/25/2025	478.80	
001-0000-10701-00	Municipal Clerks of Illinois	2026 MCI Dues - Bennewitz & EGugliotta	11/25/2025	150.00	
001-0000-10801-00	Pomp's Tire - Galesburg	tires	11/25/2025	1,036.00	
001-0000-10802-00	Herr Petroleum Corp	1,000 gal diesel #1, 4,000 gal diesel #2	11/25/2025	16,551.04	0000092885
001-0000-20101-00	IRON SPIKE BREWING CO, LLC	Refund of overpayment on taxes	11/25/2025	2,407.00	
001-0000-20101-00	PKS Petro Mart Inc	Refund of overpayment on taxes	11/25/2025	118.51	
001-0000-20101-00	WINGMEN V, LLC	Refund of overpayment on taxes	11/25/2025	15.05	
001-0000-20101-00	Samco Subs Galesburg LLC	Refund of overpayment on taxes	11/25/2025	131.89	
001-0000-20101-00	The Knox Airbnb	Refund of overpayment on taxes	11/25/2025	1.13	
001-0000-20101-00	The Knox Airbnb	Refund of overpayment on taxes	11/25/2025	19.57	
001-0000-20101-00	WINGMEN V, LLC	Refund of overpayment on taxes	11/25/2025	15.04	
Subtotal for Divison: 0000				20,924.03	
001-0105-54500-00	Galesburg Area Chamber of Commerce	Chamber Thanksgiving luncheon - Schwartzman	11/25/2025	32.00	
Subtotal for Divison: 0105				32.00	
001-0110-61000-00	Bridgeway Training Services	10/25 birthday cards w/envelopes	11/25/2025	22.35	
Subtotal for Divison: 0110				22.35	
001-0115-51000-00	Knox County Records Office	10/25 laredo services	11/25/2025	25.30	
001-0115-51000-00	SpringbrookSoftware LLC	10/25 CivicPay PayPad transaction fee	11/25/2025	33.49	
Subtotal for Divison: 0115				58.79	
001-0120-56506-00	Midwest Group Benefits	monthly flexible benefit admin fee	11/25/2025	56.00	
Subtotal for Divison: 0120				56.00	
001-0145-51010-00	James M Kelly, Attorney	09/25 legal service	11/25/2025	33.00	
001-0145-51010-00	James M Kelly, Attorney	09/25 legal service	11/25/2025	66.00	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	417.25	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	75.25	

Account Number	Vendor	Description	Date	Amount	PO No
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	157.50	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	421.00	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	285.25	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	513.60	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	1,675.73	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	225.00	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	767.98	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	810.00	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	3,298.25	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	486.75	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	1,173.03	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	165.00	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	300.50	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	1,279.50	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	9.58	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	468.20	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	97.75	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	640.00	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	3,101.00	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	526.75	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	301.00	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	1,279.25	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	2,359.55	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	75.25	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	1,111.25	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	376.25	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	1,204.00	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	978.25	
001-0145-51010-00	Davis & Campbell LLC	10/25 legal services	11/25/2025	3,334.75	
Subtotal for Division: 0145				28,013.42	
001-0160-51000-00	Credit Collection Partners	10/25 service	11/25/2025	96.25	
001-0160-59521-00	Knox County Humane Society	12/25 Animal Control Contract as per existing agreement	11/25/2025	19,510.00	0000092981
001-0160-88300-00	Quadient Leasing USA, Inc	12/25 - service	11/25/2025	239.40	
Subtotal for Division: 0160				19,845.65	
001-0205-51000-00	US Sterling Capital Corp., Inc.	GBank	11/25/2025	360.99	

Account Number	Vendor	Description	Date	Amount	PO No
001-0205-51000-00	SpringbrookSoftware LLC	10/25 CivicPay PayPad transaction fee	11/25/2025	92.38	
		Subtotal for Divison: 0205		453.37	
001-0207-55800-00	ICC Community Development Solut	laserfiche upgrade	11/25/2025	1,000.00	
001-0207-55800-00	K COM Technologies Inc	camera license	11/25/2025	1,973.33	
001-0207-61700-00	Jensen Information Tech Inc	2025 Firewall replacement	11/25/2025	22,179.96	0000093111
001-0207-61700-00	Southern Computer Warehouse	UPS's	11/25/2025	345.50	
001-0207-61700-00	Anixter, Inc	rail brackets	11/25/2025	47.79	
001-0207-61700-00	Anixter, Inc	cables	11/25/2025	1,365.55	
001-0207-61700-00	Anixter, Inc	Fiber Optic Cables	11/25/2025	263.80	
		Subtotal for Divison: 0207		27,175.93	
001-0306-51000-00	Knox County Recorders Office	10/25 laredo services	11/25/2025	25.30	
001-0306-51000-00	SpringbrookSoftware LLC	10/25 CivicPay PayPad transaction fee	11/25/2025	5.50	
001-0306-55400-00	Kendall Zimmerman	removal/disposal yard debris/trash - 119 Laural Ave	11/25/2025	200.00	
001-0306-55400-00	Kendall Zimmerman	removal/disposal yard debris/trash - 1479 Meadow Dr	11/25/2025	100.00	
001-0306-55400-00	Kendall Zimmerman	removal/disposal yard debris/trash - 100 Lake St	11/25/2025	150.00	
001-0306-55400-00	Kendall Zimmerman	call out fee - 940 N Broad St	11/25/2025	50.00	
001-0306-55400-00	Kendall Zimmerman	removal/disposal yard debris/trash - 363 W Tompkins	11/25/2025	600.00	
001-0306-55400-00	Kendall Zimmerman	removal/disposal yard debris/trash - 239 S Cherry	11/25/2025	2,878.52	
001-0306-55400-00	Kendall Zimmerman	removal/disposal yard debris/trash - 239 S Cherry	11/25/2025	800.00	
001-0306-55400-00	Kendall Zimmerman	removal/disposal yard debris/trash - 126 Osage	11/25/2025	70.00	
001-0306-55400-00	Kendall Zimmerman	removal/disposal yard debris/trash - 363 W Tompkins	11/25/2025	70.00	
001-0306-55400-00	Kendall Zimmerman	removal/disposal yard debris/trash - 1781 Brown Ave	11/25/2025	70.00	
001-0306-55400-00	Kendall Zimmerman	removal/disposal yard debris/trash - VL N 611 W Knox	11/25/2025	100.00	
001-0306-55800-00	City Blue Technologies, Llc	10/25 contract agreement	11/25/2025	131.25	
001-0306-61000-00	Office Specialists, Inc.	flash drive	11/25/2025	21.62	
001-0306-61000-00	Office Specialists, Inc.	post it notes	11/25/2025	26.90	
		Subtotal for Divison: 0306		5,299.09	
001-0410-51000-00	Knox County Recorders Office	10/25 laredo services	11/25/2025	25.30	
001-0410-51000-00	SpringbrookSoftware LLC	10/25 CivicPay PayPad transaction fee	11/25/2025	5.50	
001-0410-55800-00	City Blue Technologies, Llc	10/25 contract agreement	11/25/2025	131.25	
001-0410-62500-00	Napa Auto Parts	hyd cyl #254	11/25/2025	73.98	
		Subtotal for Divison: 0410		236.03	
001-0445-52500-00	Galesburg Sanitary Dist.	10/25 sewer charge	10/31/2025	12.52	
001-0445-55500-00	Heritage-Crystal Clean, LLC	used oil pickup	11/25/2025	485.28	

Account Number	Vendor	Description	Date	Amount	PO No
001-0445-55700-00	Getz Fire Equipment Co., Inc.	annual fire extinguisher service	11/25/2025	74.00	
001-0445-57500-00	Vestis	11/25 service	11/25/2025	85.68	
001-0445-57500-00	Vestis	10/25 service	11/25/2025	85.68	
001-0445-57500-00	Royal Cleaning Services	11/25 janitorial services	11/25/2025	292.00	
001-0445-61000-00	Advanced Business Systems Inc	toner	11/25/2025	109.22	
001-0445-63000-00	Midstate Manufacturing, Inc.	hose assembly, ferrule, nptf	11/25/2025	24.98	
001-0445-63000-00	Batterton Auto Supply	tire paste	11/25/2025	37.25	
001-0445-63000-00	Advance Auto Parts	razor blades	11/25/2025	3.68	
001-0445-63000-00	Advance Auto Parts	adhesive remover	11/25/2025	14.71	
001-0445-63000-00	Advance Auto Parts	adhesive remover	11/25/2025	58.84	
Subtotal for Divison: 0445				1,283.84	
001-0450-52500-00	Galesburg Sanitary Dist.	10/25 sewer charge	10/31/2025	144.00	
001-0450-55500-00	B&B Truck and Trailer Galesburg	truck test #113	11/25/2025	57.00	
001-0450-55500-00	Getz Fire Equipment Co., Inc.	annual fire extinguisher service - on site service	11/25/2025	665.45	
001-0450-59300-00	UniFirst First Aid Corp	refill of first aid supplies	11/25/2025	150.11	
001-0450-62500-00	Advance Auto Parts	refund air filter #110	11/25/2025	-42.36	
001-0450-62500-00	B&B Truck and Trailer Galesburg	clip #130	11/25/2025	0.48	
001-0450-62500-00	Birkeys Farm Store, Inc	batteries #123	11/25/2025	372.86	
001-0450-62500-00	Napa Auto Parts	door clip #130	11/25/2025	5.39	
001-0450-62500-00	Truck Centers, Inc	door handle #130	11/25/2025	60.39	
001-0450-62500-00	Truck Centers, Inc	fuel tank #110	11/25/2025	1,609.70	
001-0450-62500-00	Martin Equipment of Illinois, Inc.	tie rod #120	11/25/2025	282.17	
001-0450-65500-00	Key Equipment & Supply Co	fittings, grommets, spray nozzles	11/25/2025	158.55	
001-0450-65500-00	Michael Todd & Co., Inc.	safety gas can	11/25/2025	102.63	
001-0450-66500-00	Monroe Truck Equipment	Provide and install midmount 7ft side wing plow onto 2025 Freig	11/25/2025	15,738.00	0000092748
Subtotal for Divison: 0450				19,304.37	
001-0510-51000-00	Bridgeway Training Services	10/25 secure document destruction 76 lbs	11/25/2025	26.60	
001-0510-51000-00	Fox Towing LLC	court ordered towing reimbursement case 25-35410	11/25/2025	3,195.00	
001-0510-52500-00	Galesburg Sanitary Dist.	10/25 sewer charge	10/31/2025	6.26	
001-0510-55000-00	Motorola Solutions, Inc	09/25 service - acct #1035503631-0001	11/25/2025	112.00	
001-0510-55500-00	Jr Sign Company Inc	decal side of vehicle #404	11/25/2025	1,035.00	
001-0510-55500-00	Jr Sign Company Inc	decal side of vehicle #409	11/25/2025	1,035.00	
001-0510-55500-00	Bob's Towing	towing of unit #21	11/25/2025	75.00	
001-0510-55700-00	American Pest Control Inc	11/25 pest service	11/25/2025	55.00	
001-0510-61000-00	Office Specialists, Inc.	toner	11/25/2025	406.14	

Account Number	Vendor	Description	Date	Amount	PO No
001-0510-61000-00	Allegra Print & Imaging	lobby rules poster	11/25/2025	33.00	
001-0510-62500-00	Ray O'Herron Co., Inc.	computer bracket #409	11/25/2025	589.45	
001-0510-62500-00	JRR Ford LLC	bar link #27	11/25/2025	108.82	
001-0510-62500-00	JRR Ford LLC	headlights #25	11/25/2025	1,250.00	
001-0510-62500-00	Ray O'Herron Co., Inc.	computer bracket #404	11/25/2025	589.45	
001-0510-62500-00	Advance Auto Parts	hitch #409	11/25/2025	223.73	
001-0510-62500-00	Advance Auto Parts	hitch assembly #409	11/25/2025	223.73	
Subtotal for Divison: 0510				8,964.18	
001-0550-61000-00	Office Specialists, Inc.	post it notes	11/25/2025	29.04	
001-0550-61000-00	Office Specialists, Inc.	microfiber cloth	11/25/2025	26.95	
001-0550-61700-00	iTouch Biometrics, LLC	Palm & 10 Print Livescan Device for the Police Department	11/25/2025	7,000.00	0000093089
Subtotal for Divison: 0550				7,055.99	
001-0605-51000-00	Rock Valley Physical Therapy	follow up blood test	11/25/2025	45.75	
001-0605-52500-00	Galesburg Sanitary Dist.	10/25 sewer charge	10/31/2025	118.95	
001-0605-54500-00	University of Illinois	adv tech ff course- Stevenson,Saathoff,Holmberg,Hanson,TBrackett	11/25/2025	4,875.00	
001-0605-55500-00	Getz Fire Equipment Co., Inc.	Brooks - extinguisher maintenance	11/25/2025	256.60	
001-0605-55500-00	SCBAS, Inc.	central - repairs to SCBA fill station	11/25/2025	365.00	
001-0605-55700-00	Mechanical Service Inc.	Fremont - sink drainage repaired	11/25/2025	142.25	
001-0605-55700-00	Mechanical Service Inc.	Brooks - repair of toilet & parts	11/25/2025	208.42	
001-0605-55700-00	Mechanical Service Inc.	Brooks - repair of toilet	11/25/2025	208.42	
001-0605-55700-00	AMP Companies Inc	central fire - repaired floor drain	11/25/2025	144.00	
001-0605-55800-00	ProPhoenix Corporation	Interface for First Due Software	11/25/2025	11,760.00	0000093097
001-0605-62500-00	Alexis Fire Equipment Co., Inc.	unit #61 - actuator and kit	11/25/2025	3,603.05	
001-0605-62500-00	Advance Auto Parts	filters #54	11/25/2025	88.97	
001-0605-62500-00	Advance Auto Parts	filters #51	11/25/2025	103.82	
001-0605-62500-00	B&B Truck and Trailer Galesburg	filters #61	11/25/2025	507.64	
001-0605-62500-00	B&B Truck and Trailer Galesburg	cartridge #51	11/25/2025	105.36	
001-0605-62500-00	B&B Truck and Trailer Galesburg	filter #54	11/25/2025	105.36	
001-0605-62500-00	B&B Truck and Trailer Galesburg	filters #53	11/25/2025	416.10	
001-0605-62500-00	B&B Truck and Trailer Galesburg	filters #52	11/25/2025	357.94	
001-0605-66500-00	Galesburg Electric, Inc.	invest - saw blades	11/25/2025	45.74	
001-0605-67500-00	Midwest Uniform Supply, Inc	DWells - pants	11/25/2025	90.00	
001-0605-68600-00	Office Specialists, Inc.	nitrile gloves	11/25/2025	52.20	
Subtotal for Divison: 0605				23,600.57	
001-0630-65500-00	Strictly Technology	Antennas, Mounts	11/25/2025	808.38	

Account Number	Vendor	Description	Date	Amount	PO No
Subtotal for Division: 0630				808.38	
Subtotal for Fund 001				163,133.99	
011-0000-55700-00	Gunther Construction Co., a div. of I	Sealcoating of City Streets	11/25/2025	289,448.86	0000093056
011-0000-66000-00	Roanoke Concrete Products Co	2025 Supply of PCC Class SI	11/25/2025	709.88	0000092916
011-0000-66000-00	Roanoke Concrete Products Co	2025 Supply of CLSM Flowable Mix 2	11/25/2025	375.00	0000092911
011-0000-66000-00	Roanoke Concrete Products Co	2025 Supply of PCC Class SI	11/25/2025	524.13	0000092916
011-0000-66000-00	Roanoke Concrete Products Co	2025 Supply of PCC Class SI	11/25/2025	599.00	0000092916
011-0000-66000-00	Roanoke Concrete Products Co	Add'l 2025 Supply of PCC Class SI	11/25/2025	823.63	0000092916
011-0000-66000-00	Roanoke Concrete Products Co	2025 Supply of CLSM Flowable Mix 2	11/25/2025	457.88	0000092911
011-0000-66000-00	Gunther Construction Co., a div. of I	2025 Supply of CA-6 White Rock	11/25/2025	2,577.77	0000092908
011-0000-66000-00	Roanoke Concrete Products Co	2025 Supply of PCC Class SI	11/25/2025	299.50	0000092916
011-0000-66000-00	Roanoke Concrete Products Co	2025 Supply of PCC Class SI	11/25/2025	512.69	0000092916
011-0000-66000-00	Roanoke Concrete Products Co	2025 Supply of CLSM Flowable Mix 2	11/25/2025	421.88	0000092911
011-0000-66000-00	Roanoke Concrete Products Co	2025 Supply of PCC Class SI	11/25/2025	1,497.50	0000092916
011-0000-66000-00	Roanoke Concrete Products Co	2025 Supply of CLSM Flowable Mix 2	11/25/2025	328.13	0000092911
011-0000-66000-00	Tazewell County Asphalt Co, Inc	Add'l 2025 Supply of Hot Mix Asphalt	11/25/2025	2,781.16	0000092909
011-0000-66000-00	Roanoke Concrete Products Co	2025 Supply of PCC Class SI	11/25/2025	315.50	0000092916
011-0000-66000-00	Roanoke Concrete Products Co	2025 Supply of PCC Class SI	11/25/2025	374.38	0000092916
011-0000-66000-00	Roanoke Concrete Products Co	2025 Supply of PCC Class SI	11/25/2025	299.50	0000092916
011-0000-66000-00	Roanoke Concrete Products Co	2025 Supply of PCC Class SI	11/25/2025	898.50	0000092916
Subtotal for Division: 0000				303,244.89	
Subtotal for Fund 011				303,244.89	
013-0000-20103-00	Lockwood Excavating & Constructic	Retainage - Cooke Park Renovations App #4	11/25/2025	-8,190.93	
013-0000-51000-00	Hanson Professional Services, Inc	Airport Master Plan Update	11/25/2025	3,895.84	0000093039
013-0000-51000-00	Hanson Professional Services, Inc	Airport Master Plan Update	11/25/2025	7,060.42	0000093039
013-0000-63500-00	Timanda Landscaping & Garden Cer	trees	11/25/2025	1,359.65	
013-0000-63500-00	Stoneleaf Nursery	trees	11/25/2025	3,361.00	
013-0000-76000-00	Game Time	Poured In Place Safety Surfacing at Cooke Park Playground	11/25/2025	146,712.45	0000092997
013-0000-76000-00	Lockwood Excavating & Constructic	Cooke Park Renovations App #4	11/25/2025	81,909.31	0000092988
Subtotal for Division: 0000				236,107.74	
Subtotal for Fund 013				236,107.74	

Account Number	Vendor	Description	Date	Amount	PO No
014-0000-51000-00	Bruner, Cooper and Zuck, Inc.	Material testing for the 2025 construction season	11/25/2025	1,404.00	0000092927
014-0000-66000-00	Galesburg Builders Supply, Inc	raising ring 1.0 unit	11/25/2025	111.71	
014-0000-66000-00	Galesburg Builders Supply, Inc	raising ring 10.0 unit	11/25/2025	1,067.10	
014-0000-66500-00	Michael Todd & Co., Inc.	flat saw	11/25/2025	233.22	
Subtotal for Divison: 0000				2,816.03	
Subtotal for Fund 014				2,816.03	
018-0000-62500-00	Pomp's Tire - Galesburg	tire #128	11/25/2025	435.26	0000092886
018-0000-62510-00	Herr Petroleum Corp	88 Gal diesel #1	11/25/2025	277.46	
Subtotal for Divison: 0000				712.72	
Subtotal for Fund 018				712.72	
019-0000-10701-00	Quadient Leasing USA, Inc	1/26 - 2/26 - service	11/25/2025	31.92	
019-0000-10701-00	Johnson Controls Security Solutions	1/26 - 2/26 - service - cust #01300 115406615	11/25/2025	645.48	
019-0000-10701-00	IL Campground Association	2026 - membership dues	11/25/2025	640.75	
Subtotal for Divison: 0000				1,318.15	
019-1905-51500-00	WMOI - FM	10/25 service	11/25/2025	265.00	
019-1905-59528-00	Galesburg Community Foundation	09/25 2% Hotel/Motel Taxes	11/25/2025	37,698.51	
019-1905-88300-00	Quadient Leasing USA, Inc	12/25 - service	11/25/2025	15.96	
Subtotal for Divison: 1905				37,979.47	
019-1910-52500-00	Galesburg Sanitary Dist.	10/25 sewer charge	10/31/2025	81.39	
019-1910-65000-00	Office Specialists, Inc.	filters	11/25/2025	16.69	
Subtotal for Divison: 1910				98.08	
019-1911-52500-00	Galesburg Sanitary Dist.	10/25 sewer charge	10/31/2025	169.04	
019-1911-57500-00	Vestis	11/25 service	11/25/2025	9.20	
019-1911-65000-00	Office Specialists, Inc.	paper towels	11/25/2025	46.05	
019-1911-65000-00	Office Specialists, Inc.	trash bags	11/25/2025	54.39	
Subtotal for Divison: 1911				278.68	
019-1915-51000-00	Lacky Monument Co.	23 vet bricks	11/25/2025	736.00	
019-1915-52500-00	Galesburg Sanitary Dist.	10/25 sewer charge	10/31/2025	406.94	
019-1915-55700-00	American Pest Control Inc	11/25 pest service	11/25/2025	70.00	
019-1915-55700-00	AMP Companies Inc	serviced boiler, cleaned drain	11/25/2025	162.00	

Account Number	Vendor	Description	Date	Amount	PO No
019-1915-55700-00	American Pest Control Inc	11/25 pest service	11/25/2025	40.00	
019-1915-55700-00	Lock & Key Shop LLC	rekey lock services	11/25/2025	368.62	
019-1915-55700-00	Waste Management, Inc.	10/25 service - cust #63842-03000	10/31/2025	526.27	
019-1915-55700-00	Knox County Landfill	10/25 service - acct #122	10/31/2025	109.65	
019-1915-55700-00	Sign Depot Express, Inc	disc golf sign	11/25/2025	225.00	
019-1915-57500-00	Vestis	11/25 service	11/25/2025	74.86	
019-1915-57500-00	Vestis	11/25 service	11/25/2025	74.86	
019-1915-57500-00	Vestis	11/25 service	11/25/2025	74.86	
019-1915-61000-00	Office Specialists, Inc.	calendar desk pads	11/25/2025	11.70	
019-1915-62500-00	Heritage Tractor LLC	blades	11/25/2025	236.16	
019-1915-62500-00	Birkeys Farm Store, Inc	deck switch #576	11/25/2025	91.53	
019-1915-62500-00	Birkeys Farm Store, Inc	spindle #576	11/25/2025	612.62	
019-1915-62500-00	Heritage Tractor LLC	deck spacers #539	11/25/2025	80.71	
019-1915-62510-00	Herr Petroleum Corp	456.1 gal diesel #2, 291 gal unleaded ethanol	11/25/2025	2,362.62	0000092880
019-1915-63500-00	Timanda Landscaping & Garden Cer	mulch buckets	11/25/2025	75.00	
019-1915-66500-00	Michael Todd & Co., Inc.	plate compactor	11/25/2025	2,656.01	
Subtotal for Divison: 1915				8,995.41	
019-1920-52500-00	Galesburg Sanitary Dist.	10/25 sewer charge	10/31/2025	106.43	
019-1920-55700-00	American Pest Control Inc	11/25 pest service	11/25/2025	55.00	
019-1920-55700-00	Johnson Controls Security Solutions	12/25 service - cust #01300 115406615	11/25/2025	322.74	
019-1920-57500-00	Vestis	11/25 service	11/25/2025	62.50	
019-1920-57500-00	Vestis	11/25 service	11/25/2025	62.50	
019-1920-57500-00	Vestis	11/25 service	11/25/2025	62.50	
019-1920-61000-00	Office Specialists, Inc.	calendar desk pad	11/25/2025	3.90	
019-1920-62510-00	Herr Petroleum Corp	140.10 gal diesel #2, 131.4 gal unleaded ethanol	11/25/2025	835.76	0000092931
019-1920-63500-00	Advanced Turf Solutions	Foliar-Pak	11/25/2025	4,155.20	
019-1920-64125-00	Atlantic Coca-Cola	refund credits - misc concessions	11/06/2025	-205.52	
019-1920-64125-00	Atlantic Coca-Cola	misc. concessions	11/25/2025	166.52	
019-1920-64125-00	Atlantic Coca-Cola	misc. concessions	11/25/2025	73.08	
019-1920-64125-00	Butch's Pizza Inc.	pizzas	11/25/2025	100.75	
019-1920-65000-00	Office Specialists, Inc.	toilet paper	11/25/2025	38.37	
019-1920-66000-00	Galesburg Builders Supply, Inc	CA-6 Stone 83.58 Ton	11/25/2025	749.32	
019-1920-66000-00	Galesburg Builders Supply, Inc	CA-6 Stone - 4.130 Ton	11/25/2025	157.97	
Subtotal for Divison: 1920				6,747.02	
019-1925-52500-00	Galesburg Sanitary Dist.	10/25 sewer charge	10/31/2025	181.56	

Account Number	Vendor	Description	Date	Amount	PO No
Subtotal for Divison: 1925				181.56	
019-1935-52500-00	Galesburg Sanitary Dist.	10/25 sewer charge	10/31/2025	68.87	
019-1935-55700-00	American Pest Control Inc	11/25 pest service	11/25/2025	80.00	
019-1935-57500-00	Vestis	11/25 service	11/25/2025	454.48	
019-1935-57500-00	Vestis	11/25 service	11/25/2025	454.48	
019-1935-57500-00	Vestis	11/25 service	11/25/2025	454.48	
019-1935-66000-00	Galesburg Electric, Inc.	RAB Panel	11/25/2025	83.16	
Subtotal for Divison: 1935				1,595.47	
019-1940-51400-00	Megan R Pilkington	11/07 - country line dance class - 13 students	11/25/2025	65.00	
019-1940-51400-00	Megan R Pilkington	11/07 - country line dance class - 6 students	11/25/2025	30.00	
019-1940-55700-00	Taylor Ridge Paving & Construction	Installation of ADA Walkpath to Nature Center	11/25/2025	8,590.00	0000093113
Subtotal for Divison: 1940				8,685.00	
019-1945-52500-00	Galesburg Sanitary Dist.	10/25 sewer charge	10/31/2025	18.78	
Subtotal for Divison: 1945				18.78	
019-1950-52500-00	Galesburg Sanitary Dist.	10/25 sewer charge	10/31/2025	1,840.64	
019-1950-55700-00	American Pest Control Inc	11/25 pest service	11/25/2025	55.00	
Subtotal for Divison: 1950				1,895.64	
019-1955-55700-00	American Pest Control Inc	11/25 pest service	11/25/2025	40.00	
019-1955-65000-00	Office Specialists, Inc.	return of bleach	11/25/2025	-3.59	
019-1955-65000-00	Office Specialists, Inc.	trash bags, bleach, toilet paper, paper towels, urinal screen	11/25/2025	254.09	
Subtotal for Divison: 1955				290.50	
019-1960-52500-00	Galesburg Sanitary Dist.	10/25 sewer charge	10/31/2025	6.26	
019-1960-55700-00	Helm Mechanical / Helm Service	drained boiler, replaced clean out plugs, start up boiler	11/25/2025	543.00	
019-1960-55700-00	American Pest Control Inc	11/25 pest service	11/25/2025	60.00	
019-1960-59300-00	UniFirst First Aid Corp	refill of first aid supplies	11/25/2025	150.07	
Subtotal for Divison: 1960				759.33	
019-1965-52500-00	Galesburg Sanitary Dist.	10/25 sewer charge	10/31/2025	12.52	
019-1965-55700-00	American Pest Control Inc	11/25 pest service	11/25/2025	50.00	
019-1965-55700-00	American Pest Control Inc	11/25 pest service	11/25/2025	50.00	
019-1965-57500-00	Vestis	11/25 service	11/25/2025	47.24	
019-1965-57500-00	Vestis	11/25 service	11/25/2025	47.24	
019-1965-57500-00	Vestis	11/25 service	11/25/2025	47.24	

Account Number	Vendor	Description	Date	Amount	PO No
019-1965-61000-00	Office Specialists, Inc.	calendar desk pads	11/25/2025	3.90	
019-1965-62500-00	Scott Equipment, LLC	rider plate #586	11/25/2025	485.45	
019-1965-62500-00	Scott Equipment, LLC	shoulder bolts #586	11/25/2025	8.00	
019-1965-62500-00	Scott Equipment, LLC	clutch #585	11/25/2025	130.00	
Subtotal for Divison: 1965				881.59	
019-1975-52500-00	Galesburg Sanitary Dist.	10/25 sewer charge	10/31/2025	6.26	
019-1975-61000-00	Office Specialists, Inc.	calendar desk pads	11/25/2025	7.80	
019-1975-62500-00	B&B Truck and Trailer Galesburg	return u-bolts #106	11/25/2025	-175.06	
019-1975-62500-00	B&B Truck and Trailer Galesburg	shock/mount, u-bolt #106	11/25/2025	419.06	
019-1975-62500-00	B&B Truck and Trailer Galesburg	shock mount #106	11/25/2025	370.69	
019-1975-62500-00	B&B Truck and Trailer Galesburg	u-bolt #106	11/25/2025	45.22	
019-1975-65500-00	Heritage Tractor LLC	engine oil	11/25/2025	279.84	
019-1975-66500-00	Vermeer Sales & Service of Central I	return of double hea	11/25/2025	-173.99	
019-1975-66500-00	Vermeer Sales & Service of Central I	rope logic	11/25/2025	76.99	
019-1975-66500-00	Vermeer Sales & Service of Central I	Rigging Line, Rope, Rope bag, double hea	11/25/2025	960.04	
Subtotal for Divison: 1975				1,816.85	
Subtotal for Fund 019				71,541.53	
023-0000-55420-00	H. Wayne Statham	title search - 1319 N Broad St	11/25/2025	150.00	
023-0000-55420-00	H. Wayne Statham	title search - 599 E South St	11/25/2025	150.00	
023-0000-55420-00	H. Wayne Statham	title search - 72 Duffield Ave	11/25/2025	150.00	
023-0000-55420-00	H. Wayne Statham	title search - 116 Duffield Ave	11/25/2025	150.00	
Subtotal for Divison: 0000				600.00	
Subtotal for Fund 023				600.00	
024-0000-61000-00	Allegra Print & Imaging	security checks	11/25/2025	55.52	
024-0000-83100-00	Galesburg Museums, Inc	12/25 - discovery depot grant	11/25/2025	8,333.36	
024-0000-88300-00	Michael Breslin	12/25 parking lot lease	11/25/2025	320.95	
024-0000-88300-00	Patrick Breslin	12/25 parking lot lease	11/25/2025	320.95	
Subtotal for Divison: 0000				9,030.78	
Subtotal for Fund 024				9,030.78	
030-0000-10701-00	Foxster Opco LLC	1/26 - 4/26 - annual license	10/31/2025	148.57	
030-0000-10701-00	Foxster Opco LLC	1/26 - 4/26 - annual license	10/31/2025	148.57	

Account Number	Vendor	Description	Date	Amount	PO No
030-0000-10701-00	Airgas Mid America Inc	1/26 - 11/26 - lease of cyl acetylene, cyl ind large	11/25/2025	199.83	
Subtotal for Divison: 0000				496.97	
030-0320-51000-00	OSF Occupational Medicine	pre employment exam	11/25/2025	195.00	
030-0320-51000-00	Mid-West Truckers Association, Inc.	drug & alcohol services	11/25/2025	50.00	
030-0320-51000-00	Mid-West Truckers Association, Inc.	drug & alcohol services	11/25/2025	100.00	
030-0320-51000-00	OSF Occupational Medicine	pre employment exam	11/25/2025	195.00	
030-0320-51000-00	Mid-West Truckers Association, Inc.	drug & alcohol services	11/25/2025	100.00	
030-0320-52500-00	Galesburg Sanitary Dist.	10/25 sewer charge	10/31/2025	18.78	
030-0320-55500-00	B&B Truck and Trailer Galesburg	Annual DOT Inspection 459	10/31/2025	57.00	
030-0320-55500-00	B&B Truck and Trailer Galesburg	Annual DOT Inspection 467	10/31/2025	57.00	
030-0320-55500-00	B&B Truck and Trailer Galesburg	Annual DOT Inspection 2507	10/31/2025	57.00	
030-0320-55800-00	Foxster Opco LLC	09/25 usage	10/31/2025	446.22	
030-0320-55800-00	Foxster Opco LLC	10/25 usage	10/31/2025	446.22	
030-0320-55800-00	Foxster Opco LLC	10/25 - 12/25 - annual license	10/31/2025	111.43	
030-0320-61000-00	Office Specialists, Inc.	calendars	11/25/2025	177.25	
030-0320-61000-00	Office Specialists, Inc.	trash bags	11/25/2025	54.39	
030-0320-61000-00	Office Specialists, Inc.	calendars	11/25/2025	41.07	
030-0320-61000-00	Office Specialists, Inc.	calendars	11/25/2025	34.93	
030-0320-62500-00	JRR Ford LLC	return of hub asy	11/25/2025	-286.54	
030-0320-62510-00	Herr Petroleum Corp	288.3 gal unleaded ethanol	11/25/2025	788.96	0000092879
030-0320-62510-00	Herr Petroleum Corp	272.7 gal unleaded ethanol	11/25/2025	746.26	0000092879
030-0320-62510-00	Herr Petroleum Corp	291.7 gal unleaded ethanol	11/25/2025	763.83	0000092879
030-0320-62510-00	Herr Petroleum Corp	311.9 gal unleaded ethanol	10/31/2025	833.45	0000092879
Subtotal for Divison: 0320				4,987.25	
030-0370-51000-00	OSF Occupational Medicine	pre employment exam	11/25/2025	115.00	
030-0370-51000-00	OSF Occupational Medicine	pre employment exam	11/25/2025	195.00	
030-0370-51000-00	OSF Occupational Medicine	pre employment exam	11/25/2025	195.00	
030-0370-52500-00	Galesburg Sanitary Dist.	10/25 sewer charge	10/31/2025	43.82	
030-0370-55500-00	A-L-L Equipment	pm services, service kit, filter elements	11/25/2025	1,770.00	
030-0370-55700-00	Lambasio, Inc.	replace water heater	11/25/2025	3,971.37	
030-0370-55700-00	American Pest Control Inc	11/25 pest service	11/25/2025	65.00	
030-0370-55800-00	Foxster Opco LLC	10/25 - 12/25 - annual license	10/31/2025	111.43	
030-0370-55800-00	Foxster Opco LLC	09/25 usage	10/31/2025	446.22	
030-0370-55800-00	Foxster Opco LLC	10/25 usage	10/31/2025	446.22	
030-0370-56000-00	Airgas Mid America Inc	12/25 - lease of cyl acetylene, cyl ind large	11/25/2025	18.17	

Account Number	Vendor	Description	Date	Amount	PO No
030-0370-57500-00	Cintas, Inc	11/25 services	11/25/2025	197.41	
030-0370-62500-00	Napa Auto Parts	pipe connector, u-bolt	10/31/2025	35.47	
030-0370-62500-00	Napa Auto Parts	hose, boot clamp	10/31/2025	103.08	
030-0370-62500-00	Napa Auto Parts	clamps, hose	11/25/2025	131.77	
030-0370-62500-00	Napa Auto Parts	gaskets	11/25/2025	34.25	
030-0370-62500-00	Napa Auto Parts	pipe connector	10/31/2025	15.99	
030-0370-62500-00	Napa Auto Parts	filters	11/25/2025	57.18	
030-0370-62500-00	Napa Auto Parts	return clamp, hose	11/25/2025	-103.08	
030-0370-62500-00	Napa Auto Parts	pipe gasket	11/25/2025	33.30	
030-0370-62500-00	Napa Auto Parts	oil filter	10/31/2025	15.59	
030-0370-62500-00	O'Reilly Auto Parts	safety switch	11/25/2025	117.07	
030-0370-62500-00	Napa Auto Parts	filters	11/25/2025	138.58	
030-0370-62510-00	Herr Petroleum Corp	636.2 gal diesel #2	10/31/2025	2,122.36	0000092879
030-0370-63000-00	Napa Auto Parts	grinding wheel	10/31/2025	22.95	
030-0370-63000-00	Napa Auto Parts	adhesive remover	10/31/2025	72.52	
030-0370-63000-00	Napa Auto Parts	super glue	11/25/2025	4.78	
Subtotal for Divison: 0370				<u>10,376.45</u>	
Subtotal for Fund 030				<u><u>15,860.67</u></u>	
054-0000-63500-00	Stoneleaf Nursery	trees	11/25/2025	250.00	
Subtotal for Divison: 0000				<u>250.00</u>	
Subtotal for Fund 054				<u><u>250.00</u></u>	
058-0000-51000-00	US Sterling Capital Corp., Inc.	Truxton Trust Company	11/25/2025	241.32	
058-0000-51000-00	US Sterling Capital Corp., Inc.	Flatwater Bank	11/25/2025	241.32	
058-0000-71000-00	Monroe Truck Equipment	Provide and install dump truck body and snow plow onto 2025 Frei	11/25/2025	90,835.00	0000092748
058-0000-71000-00	Monroe Truck Equipment	Provide and install dump truck body, snow plow and under tailgat	11/25/2025	90,081.00	0000092748
058-0000-71000-00	Monroe Truck Equipment	Provide and install dump truck body, snow plow and under tailgat	11/25/2025	90,081.00	0000092748
Subtotal for Divison: 0000				<u>271,479.64</u>	
Subtotal for Fund 058				<u><u>271,479.64</u></u>	
059-0000-55700-00	Gunther Construction Co., a div. of U	Sealcoating of Park Roads	11/25/2025	85,879.95	0000093056
Subtotal for Divison: 0000				<u>85,879.95</u>	

Account Number	Vendor	Description	Date	Amount	PO No
Subtotal for Fund 059				<u>85,879.95</u>	
061-0000-10701-00	Quadient Leasing USA, Inc	1/26 - 2/26 - service	11/25/2025	127.68	
061-0000-10704-00	Sebis Postage	11/25 postage for UB Bills	11/25/2025	7,500.00	
061-0000-15401-00	Grosch Irrigaton Co., Inc	Two test wells in Oquawka	11/25/2025	99,581.25	0000093124
061-0000-15701-00	PAFCO Truck Bodies Inc	Provide and install dump body onto 2024 RAM 3500 #183 as per bid	11/25/2025	16,983.25	0000093041
061-0000-20101-00	NICOLE SOPKO	Refund Check 062405-000, 1939 S LAKE STOREY RD	11/13/2025	63.84	
061-0000-20101-00	LOCKES RESIDENTIAL INVESTM	Refund Check 058241-016, 622 MULBERRY ST	11/17/2025	44.14	
061-0000-20101-00	JOHN SHOTTS	Refund Check 007668-004, 705 E FREMONT ST	11/12/2025	121.20	
061-0000-20101-00	TANNER MINON	Refund Check 064980-000, 945 DAYTON DR 5	11/12/2025	72.99	
061-0000-20101-00	STEPHEN RING	Refund Check 056150-000, 562 LOMBARD ST	11/12/2025	97.06	
061-0000-20101-00	MORNINGSIDE ALLIANCE LLC	Refund Check 059064-023, 1315 N CEDAR ST	11/13/2025	144.13	
061-0000-20101-00	JONATHAN WALSTEN	Refund Check 068242-001, 709 E DAYTON ST	11/12/2025	132.06	
061-0000-20101-00	JOHN MISURACA	Refund Check 060526-004, 784 BEECHER AVE	11/12/2025	40.68	
061-0000-20101-00	SHANIKA GRIGSBY	Refund Check 044096-005, 761 DAY ST	11/12/2025	58.43	
061-0000-20101-00	GITSIT SOLUTIONS LLC	Refund Check 069240-000, 973 S PEARL ST	11/17/2025	59.49	
061-0000-20101-00	LA MICHOACANITA	Refund Check 061889-000, 319 E MAIN ST	11/18/2025	98.59	
061-0000-20101-00	DAVID CHRISTIANSON	Refund Check 011340-014, 493 N CHERRY ST 4	11/12/2025	102.11	
061-0000-20101-00	CONNER BUSH	Refund Check 068253-000, 1692 WILLARD ST	11/12/2025	52.05	
061-0000-20101-00	AMY DEFARIAS	Refund Check 057006-000, 1637 WOODBINE CR SOUTH	11/13/2025	42.57	
061-0000-20101-00	TIMOTHY DUCKWILER	Refund Check 045952-001, 86 N WHITESBORO ST LOWER	11/12/2025	64.29	
061-0000-20101-00	AMANDA EAKINS	Refund Check 017132-002, 1411 E FIFTH ST 20	11/12/2025	78.66	
061-0000-20101-00	JOHN BRADLEY	Refund Check 006816-000, 1706 N SEMINARY ST	11/17/2025	18.97	
061-0000-20101-00	PATRICIA BROWN	Refund Check 047831-001, 2075 NEWCOMER DR	11/17/2025	72.92	
061-0000-20101-00	ROBERT CONNOUR	Refund Check 050606-000, 1034 BROWN AVE	11/17/2025	4.33	
061-0000-20101-00	JOHN WHITSON	Refund Check 016003-000, 1278 W GROVE ST	11/19/2025	16.21	
061-0000-20101-00	BRADLEY MOWEN	Refund Check 066978-001, 1701 BATEMAN ST	11/12/2025	58.26	
061-0000-20101-00	AMY NEAL	Refund Check 008814-002, 1476 IMPERIAL AVE	11/13/2025	133.88	
061-0000-20101-00	LINH HOWERTON	Refund Check 069728-000, 780 S CHAMBERS ST	11/12/2025	139.99	
061-0000-20101-00	RACHEAL MEDINA	Refund Check 019647-005, 622 MULBERRY ST	11/13/2025	76.00	
061-0000-20101-00	BALEIGH MOREY	Refund Check 067676-000, 750 CLARK ST	11/12/2025	56.36	
061-0000-20101-00	RUSSELL WEST	Refund Check 008971-001, 13 CHESTNUT ST	11/12/2025	106.12	
061-0000-20101-00	VERACITY HOLDINGS INVESTM	Refund Check 061961-002, 167 N KELLOGG ST	11/12/2025	143.91	
061-0000-20101-00	JZ PROPERTY SOLUTIONS LLC	Refund Check 069477-000, 685 E THIRD ST	11/17/2025	149.91	
061-0000-20101-00	RUSSELL PRESTON	Refund Check 061079-007, 209 SUMNER ST	11/12/2025	15.24	
061-0000-20101-00	ALEX GREEN	Refund Check 050442-002, 1151 W NORTH ST	11/17/2025	90.34	
061-0000-20101-00	BONNIE HARRIS	Refund Check 007110-045, 257 LOMBARD ST	11/18/2025	84.12	

Account Number	Vendor	Description	Date	Amount	PO No
061-0000-20101-00	EMMA SMITH	Refund Check 065403-000, 493 N CHERRY ST 3	11/12/2025	25.07	
061-0000-20101-00	VANESSA GIBBS	Refund Check 068229-000, 57 S WHITESBORO ST	11/12/2025	135.86	
061-0000-51000-00	Pace Analytical Services LLC	water testing	11/25/2025	35.00	
061-0000-51000-00	Knox County Records Office	10/25 laredo services	11/25/2025	25.30	
061-0000-51000-00	Pace Analytical Services LLC	water testing	11/25/2025	25.00	
061-0000-51000-00	Pace Analytical Services LLC	water testing	11/25/2025	35.00	
061-0000-51000-00	Pace Analytical Services LLC	water testing	11/25/2025	4,200.00	
061-0000-51000-00	Pace Analytical Services LLC	water testing	11/25/2025	35.00	
061-0000-51000-00	SpringbrookSoftware LLC	10/25 CivicPay PayPad transaction fee	11/25/2025	184.75	
061-0000-51000-00	Pace Analytical Services LLC	water testing	11/25/2025	35.00	
061-0000-51000-00	OSF Occupational Medicine	pre employment exam	11/25/2025	195.00	
061-0000-51000-00	Pace Analytical Services LLC	water testing	11/25/2025	1,015.00	
061-0000-51010-00	James M Kelly, Attorney	09/25 legal service	11/25/2025	1,270.50	
061-0000-51500-00	Sebis Direct Inc	10/25 utility billing	11/25/2025	960.24	
061-0000-52000-00	OnSite Partners ProjectCo LLC	10/25 service	10/31/2025	8,277.41	
061-0000-52300-00	Nicor Gas	10/25 service - acct #14-51-15-5411 6	10/31/2025	1,416.81	
061-0000-52300-00	Nicor Gas	10/25 service - acct #20-72-70-1000 9	10/31/2025	65.88	
061-0000-52500-00	Galesburg Sanitary Dist.	10/25 sewer charge	10/31/2025	56.35	
061-0000-55500-00	Altorfer Inc.	2025 OCTOBER - MAINTENANCE ON FOUR GENERATORS	11/25/2025	1,879.00	0000092471
061-0000-55500-00	AMP Companies Inc	troubleshoot generator	11/25/2025	212.00	
061-0000-55700-00	Waste Management, Inc.	11/25 service cust #9-06892-63006	11/25/2025	127.14	
061-0000-55700-00	Howe Overhead Doors, Inc.	serviced door & operator, installed antenna	11/25/2025	125.00	
061-0000-55700-00	American Pest Control Inc	11/25 pest service	11/25/2025	40.00	
061-0000-55700-00	American Pest Control Inc	11/25 pest service	11/25/2025	55.00	
061-0000-55700-00	American Pest Control Inc	11/25 pest service	11/25/2025	40.00	
061-0000-55700-00	Waste Management, Inc.	11/25 service cust #64537-23004	11/25/2025	22.72	
061-0000-57500-00	Royal Cleaning Services	11/25 janitorial services	11/25/2025	563.00	
061-0000-61000-00	Office Specialists, Inc.	calendar	11/25/2025	24.80	
061-0000-61000-00	Office Specialists, Inc.	calendars	11/25/2025	39.70	
061-0000-61000-00	Office Specialists, Inc.	daily planners, appointment books	11/25/2025	154.17	
061-0000-61000-00	Office Specialists, Inc.	planner	11/25/2025	35.10	
061-0000-66000-00	Schulte Supply, Inc.	marking paint	11/25/2025	389.52	
061-0000-66000-00	Schulte Supply, Inc.	marking flags	11/25/2025	807.00	
061-0000-66000-00	Roanoke Concrete Products Co	PORTLAND CEMENT CONCRETE (CL SI) - DELIVERED	11/25/2025	299.50	0000092901
061-0000-66000-00	Roanoke Concrete Products Co	CONTROLLED LOW STRENGTH MATERIAL (CLSM) - DELIVE	11/25/2025	937.50	0000092901
061-0000-66000-00	Core & Main	repair clips	11/25/2025	1,616.03	
061-0000-66000-00	Core & Main	ball stops	11/25/2025	743.22	

Account Number	Vendor	Description	Date	Amount	PO No
061-0000-66000-00	Core & Main	pe tubes	11/25/2025	150.00	
061-0000-66000-00	Core & Main	ball curb stops	11/25/2025	1,455.70	
061-0000-66000-00	Roanoke Concrete Products Co	PORTLAND CEMENT CONCRETE (CL PP1) - DELIVERED	11/25/2025	1,881.00	0000092901
061-0000-66000-00	Gunther Construction Co., a div. of U	FA-1 FILL SAND DELIVERED	11/25/2025	888.33	0000092900
061-0000-66500-00	Core & Main	pentagon keys	11/25/2025	251.52	
061-0000-67500-00	Go Van Gogh's	Hi-Vis shirts, pullovers, hoodies, parkas, rain jackets, pants	11/25/2025	2,833.00	
061-0000-68500-00	USA Bluebook, Inc.	misc. chemicals	11/25/2025	39.92	
061-0000-68500-00	IDEXX Distribution Inc.	misc chemicals	11/25/2025	347.78	
061-0000-68500-00	IDEXX Distribution Inc.	misc chemicals	11/25/2025	2,024.79	
061-0000-68500-00	Hawkins, Inc	2025 Gas Chlorine for Water Division as per your bid. Will orde	11/25/2025	5,166.00	0000092888
061-0000-88300-00	Quadient Leasing USA, Inc	12/25 - service	11/25/2025	63.84	
Subtotal for Division: 0000				<u>167,836.48</u>	
Subtotal for Fund 061				<u><u>167,836.48</u></u>	
067-0000-10701-00	Waste Management, Inc.	Oversize Stickers cust #64079-43004	10/31/2025	600.00	
067-0000-51000-00	SpringbrookSoftware LLC	10/25 CivicPay PayPal transaction fee	11/25/2025	92.38	
067-0000-51000-00	Knox County Records Office	10/25 laredo services	11/25/2025	25.30	
067-0000-51500-00	Sebis Direct Inc	10/25 utility billing	11/25/2025	480.05	
067-0000-59501-00	Knox County Landfill	10/25 service - acct #121	10/31/2025	31,767.11	
Subtotal for Division: 0000				<u>32,964.84</u>	
Subtotal for Fund 067				<u><u>32,964.84</u></u>	
078-0000-51000-00	OSF Occupational Medicine	pre employment exam	11/25/2025	195.00	
078-0000-51000-00	OSF Occupational Medicine	pre employment exam	11/25/2025	115.00	
078-0000-56535-00	James M Kelly, Attorney	09/25 legal service	11/25/2025	99.00	
078-0000-56535-00	James M Kelly, Attorney	09/25 legal service	11/25/2025	115.50	
078-0000-56535-00	James M Kelly, Attorney	09/25 legal service	11/25/2025	379.50	
078-0000-56535-00	James M Kelly, Attorney	09/25 legal service	11/25/2025	148.50	
078-0000-56535-00	James M Kelly, Attorney	09/25 legal service	11/25/2025	2,079.00	
078-0000-56535-00	James M Kelly, Attorney	09/25 legal service	11/25/2025	313.50	
078-0000-56535-00	James M Kelly, Attorney	09/25 legal service	11/25/2025	99.00	
Subtotal for Division: 0000				<u>3,544.00</u>	
Subtotal for Fund 078				<u><u>3,544.00</u></u>	

Account Number	Vendor	Description	Date	Amount	PO No
Report Total:				<u><u>1,365,003.26</u></u>	

Advance Checks and ACH Payments as of 11/25/2025

Check Date	Check #	Vendor Name	Description	Account #	Amount
11/13/2025	101955	Ameren Illinois	10/25 service - Acct #01147-55694	024-0000-20102	78.70
11/13/2025	101955	Ameren Illinois	10/25 service - Acct #01147-55694	019-0000-20102	80.40
11/13/2025	101955	Ameren Illinois	10/25 service - Acct #01147-55694	018-0000-20102	63.24
11/13/2025	101955	Ameren Illinois	10/25 service - Acct #01147-55694	020-0000-20102	217.30
11/13/2025	101955	Ameren Illinois	10/25 service - Acct #01147-55694	061-0000-20102	100.89
11/13/2025	101955	Ameren Illinois	10/25 service - Acct #01147-55694	019-0000-20102	13,080.48
11/13/2025	101955	Ameren Illinois	10/25 service - Acct #01147-55694	061-0000-20102	20,105.60
11/13/2025	101955	Ameren Illinois	10/25 service - Acct #01147-55694	024-0000-20102	68.51
11/13/2025	101955	Ameren Illinois	10/25 service - Acct #01147-55694	001-0000-20102	21,803.23
11/13/2025	101955	Ameren Illinois	10/25 service - Acct #01147-55694	030-0000-20102	59.46
11/13/2025	101957	Charles Hoots	Purchase of 363 E South St, parcel #99-15-235-033	049-0000-73000	150,000.00
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Admin Fee - 409	058-0000-88300	299.00
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Vehicle Lease - 254	058-0000-88300	675.06
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Vehicle Lease - 250	058-0000-88300	492.36
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Registration - 408	001-0306-51000	173.00
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Admin Fee - 402	058-0000-88300	299.00
11/13/2025	0	Enterprise Fleet Management	10/25 Enterprise Vehicle Lease - 250	058-0000-88300	396.69
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Admin Fee - 160	061-0000-88300	299.00
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Vehicle Lease - 404	058-0000-88300	492.36
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Registration - 402	001-0306-51000	173.00
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Vehicle Lease - 403	058-0000-88300	492.36
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Vehicle Lease - 400	058-0000-88300	675.50
11/13/2025	0	Enterprise Fleet Management	10/25 Enterprise Vehicle Lease - 404	058-0000-88300	396.69
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Vehicle Lease - 100	058-0000-88300	623.78
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Admin Fee - 404	058-0000-88300	299.00
11/13/2025	0	Enterprise Fleet Management	10/25 Enterprise Vehicle Lease - 403	058-0000-88300	491.90
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Vehicle Lease - 402	058-0000-88300	492.36
11/13/2025	0	Enterprise Fleet Management	DMV Temp Tag Partial Reimb - 255	001-0410-51000	(34.00)
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Vehicle Lease - 508	058-0000-88300	675.50
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Admin Fee - 403	058-0000-88300	299.00
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Registration - 403	001-0306-51000	173.00
11/13/2025	0	Enterprise Fleet Management	10/25 Enterprise Vehicle Lease - 409	058-0000-88300	491.90
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Vehicle Lease - 150	061-0000-88300	665.77
11/13/2025	0	Enterprise Fleet Management	DMV Temp Tag Partial Reimb - 532	019-1915-51000	(16.00)
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Admin Fee - 250	058-0000-88300	299.00
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Admin Fee - 408	058-0000-88300	299.00
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Registration - 160	061-0000-51000	173.00
11/13/2025	0	Enterprise Fleet Management	10/25 Enterprise Vehicle Lease - 402	058-0000-88300	491.90
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Registration - 404	001-0510-51000	173.00
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Vehicle Lease - 189	061-0000-88300	675.50
11/13/2025	0	Enterprise Fleet Management	10/25 Enterprise Vehicle Lease - 405	058-0000-88300	484.69
11/13/2025	0	Enterprise Fleet Management	10/25 Enterprise Vehicle Lease - 160	061-0000-88300	491.90
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Vehicle Lease - 118	058-0000-88300	675.50
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Vehicle Lease - 255	058-0000-88300	428.12
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Vehicle Lease - 409	058-0000-88300	492.36
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Vehicle Lease - 408	058-0000-88300	492.36
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Registration - 250	001-0410-51000	173.00
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Vehicle Lease - 160	061-0000-88300	492.36
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Registration - 405	001-0306-51000	173.00
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Vehicle Lease - 575	058-0000-88300	675.50
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Registration - 409	001-0510-51000	173.00
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Vehicle Lease - 532	058-0000-88300	804.03
11/13/2025	0	Enterprise Fleet Management	10/25 Enterprise Vehicle Lease - 408	058-0000-88300	396.69

Check Date	Check #	Vendor Name	Description	Account #	Amount
11/13/2025	0	Enterprise Fleet Management	11/25 Enterprise Vehicle Lease - 405	058-0000-88300	485.20
11/13/2025	101958	ILLOWA	11/19 Training Registration - RElsbury, EHeiden	001-0306-54500	40.00
11/13/2025	101958	ILLOWA	11/19 Training Registration - RSlagel, RSpeidel	001-0306-54500	40.00
11/13/2025	0	James Hartshorn	11/12 - Officiated Volleyball - 5 games	019-1940-51400	200.00
11/13/2025	101959	Knox County Trustee Payment Account	Purchase of 566 Hawthorne Ct, parcel #99-02-152-020	023-0000-10850	813.00
11/13/2025	101956	Kohn Baughman	Temporary Total Disability Pay - 5 weeks	078-0000-56535	2,000.00
11/13/2025	101960	Linda Wolfe	Purchase of 1217 S Pearl St, parcel #99-23-126-001	024-0000-73000	10,000.00
11/13/2025	0	Quadient Leasing USA, Inc	postage for machine	061-0000-10702	500.00
11/13/2025	0	Quadient Leasing USA, Inc	postage for machine	061-0000-10702	500.00
11/14/2025	0	Mike Hines	11/5/25 - Officiating 5 volleyball games	019-1940-51400	200.00
11/14/2025	0	Quadient Leasing USA, Inc	Postage for machine	061-0000-10702	500.00
11/14/2025	0	Xibo Signage Ltd	Xibo for Tizen license	001-0207-55800	85.00
11/20/2025	0	Direct Energy Business	10/25 service - acct #1872602	061-0000-52000	21,864.88
11/20/2025	0	Greg Johnston	reimbursement for prescription safety glasses	078-0000-67500	616.75
11/20/2025	0	Hutchison Engineering, Inc	Preliminary Engineering for the Simmons St Streetscape & Parkin	013-0000-76000	12.70
11/20/2025	0	Illinois Department of Revenue	10/25 sales tax	019-1950-84000	1.00
11/20/2025	0	Illinois Department of Revenue	10/25 sales tax	019-1920-84000	2,245.00
11/20/2025	0	Illinois Department of Revenue	10/25 sales tax	019-1940-84000	9.00
11/20/2025	0	Illinois Department of Revenue	10/25 sales tax	019-1925-84000	12.00
11/20/2025	102000	Knox County Recorders Office	recording fee	001-0160-51000	12.00
11/20/2025	102002	Knox County Recorders Office	recording fee	001-0160-51000	12.00
11/20/2025	102004	Knox County Recorders Office	recording fee	001-0160-51000	63.00
11/20/2025	101999	Knox County Recorders Office	recording fee	001-0160-51000	12.00
11/20/2025	102001	Knox County Recorders Office	recording fee	001-0160-51000	12.00
11/20/2025	102003	Knox County Recorders Office	recording fee	001-0160-51000	63.00
11/20/2025	102005	Knox County Recorders Office	2 water/sewer/refuse lien filed	061-0000-51000	63.00
11/20/2025	102006	MC Squared	10/25 service Acct #8112025	019-0000-20102	9,700.78
11/20/2025	102006	MC Squared	10/25 service Acct #8112025	061-0000-20102	1,364.67
11/20/2025	102006	MC Squared	10/25 service Acct #8112025	030-0000-20102	1,291.48
11/20/2025	102006	MC Squared	10/25 service Acct #8112025	020-0000-20102	1,269.34
11/20/2025	102006	MC Squared	10/25 service Acct #8112025	001-0000-20102	4,572.84
11/20/2025	102006	MC Squared	10/25 service Acct #8112025	018-0000-20102	125.33
11/20/2025	102006	MC Squared	10/25 service Acct #8112025	024-0000-20102	323.77
11/20/2025	0	Quadient Leasing USA, Inc	postage for machine	061-0000-10702	500.00
11/20/2025	102007	Secretary of State	registration renewal	001-0510-51000	151.00
11/20/2025	0	T TECH	10/25 UB ACH Fees	067-0000-51000	403.05
11/20/2025	0	T TECH	10/25 UB ACH Fees	061-0000-51000	806.10
11/20/2025	0	Traffic Safety Store, The	barricade flashers	014-0000-64500	1,470.00
11/20/2025	0	UMB Bank, N.A.	RFDG BDS SRS 2017 - principal	061-0000-25509	500,000.00
11/20/2025	0	UMB Bank, N.A.	RFDG BDS SRS 2017 - interest	061-0000-87300	106,678.13
11/20/2025	0	Waste Management, Inc.	10/25 service - cust #5-33430-33004	067-0000-59502	215,797.72
11/21/2025	0	IMRF	IMRF Contributions	001-0000-20311	185,292.26
11/24/2025	0	Bank of Montreal	Amazon cans of coffee, case of creamer	001-0510-61000	122.10
11/24/2025	0	Bank of Montreal	Farm King- Hooks to weld on new bucket for unit # 507	019-1915-62500	21.98
11/24/2025	0	Bank of Montreal	Harbor Freight-Tool	061-0000-66500	24.96
11/24/2025	0	Bank of Montreal	Westin Hotel - DuPage County Clean Energy tax - - for Chief Leg	001-0510-54500	1.00
11/24/2025	0	Bank of Montreal	Walmart - Candy for Pub Ed events	001-0605-83100	387.12
11/24/2025	0	Bank of Montreal	IIMC - 2026 Annual Dues 115-54500	001-0000-10701	135.00
11/24/2025	0	Bank of Montreal	Hy-Vee food and beverage items	019-1920-64125	67.29
11/24/2025	0	Bank of Montreal	Hy-Vee - Creamer for Administration meetings, etc.	001-0110-61000	8.97
11/24/2025	0	Bank of Montreal	Lowe's - oil, shop vac bags	001-0450-65500	42.94
11/24/2025	0	Bank of Montreal	Hy-Vee breakfast sandwiches and relish for hot dogs	019-1920-64125	42.95
11/24/2025	0	Bank of Montreal	Amazon - cardstock & envelopes for ERC	001-0120-61000	39.32
11/24/2025	0	Bank of Montreal	Lowe's - Nitrile gloves, hand tiller	054-0000-66000	35.14

Check Date	Check #	Vendor Name	Description	Account #	Amount
11/24/2025	0	Bank of Montreal	Amazon - bench seating for multipurpose room	019-1910-61800	189.40
11/24/2025	0	Bank of Montreal	Amazon- Ooey Gooy Science program supplies- citric acid and d	019-1940-64000	10.70
11/24/2025	0	Bank of Montreal	Hy-Vee - ERC Luncheon Desserts	001-0120-58500	142.91
11/24/2025	0	Bank of Montreal	Wave Integrated IT - 1/26 -10/26 12 month IT Skills unlimited cou	001-0000-10701	831.67
11/24/2025	0	Bank of Montreal	Menards - Chisels and orange line	014-0000-66500	31.97
11/24/2025	0	Bank of Montreal	Loves Travel Stop Decatur IL - Fuel to get new bus 2006 back to	030-0370-62510	70.04
11/24/2025	0	Bank of Montreal	Walmart- Outdoor Nature Preschool- pumpkins	019-1940-64000	17.52
11/24/2025	0	Bank of Montreal	MENARDS-DOOR AND SHIMS	019-1920-66000	272.56
11/24/2025	0	Bank of Montreal	Harbor Freight-tools	061-0000-66500	0.03
11/24/2025	0	Bank of Montreal	Menards/weed spray	019-1920-63500	30.99
11/24/2025	0	Bank of Montreal	MENARDS-CONCRETE CAULK	019-1950-66000	37.98
11/24/2025	0	Bank of Montreal	Comcast - 10/25 Service 24-06	021-0000-54000	9.95
11/24/2025	0	Bank of Montreal	The Restaurant Store - furniture for city hall breakroom	019-1910-61800	2,444.57
11/24/2025	0	Bank of Montreal	Hy-Vee- Ooey Gooy Science supplies - food coloring and oil	019-1940-64000	13.47
11/24/2025	0	Bank of Montreal	ACME Tools - jump starter	001-0605-66500	254.15
11/24/2025	0	Bank of Montreal	USPS Stamps 50% Handivan	030-0320-53000	78.00
11/24/2025	0	Bank of Montreal	Sling - 550 Scheduling for Dispatchers / Clerks	001-0550-55800	72.20
11/24/2025	0	Bank of Montreal	Titanium - Axis camera mounting equipment for Simmons St.	001-0450-61700	855.01
11/24/2025	0	Bank of Montreal	Smoking Willeys - ERC Luncheon	001-0120-58500	3,360.00
11/24/2025	0	Bank of Montreal	Amazon - TV for Police Lobby	001-0510-61700	715.00
11/24/2025	0	Bank of Montreal	Menards - Training Site storm door	001-0605-66000	148.00
11/24/2025	0	Bank of Montreal	Lowe's - Grinder, 20 volt batteries, saw blade	054-0000-66000	211.48
11/24/2025	0	Bank of Montreal	FireDex GearWash - misc. repairs & cleaning of gear	001-0605-57500	1,390.21
11/24/2025	0	Bank of Montreal	Walmart - 25-22 Kitchen supplies - Brooks St	021-0000-68000	145.65
11/24/2025	0	Bank of Montreal	Lands End - shipping	001-0205-53000	9.95
11/24/2025	0	Bank of Montreal	Boy Scouts - Charter Renewal	001-0605-55000	103.00
11/24/2025	0	Bank of Montreal	10/25 CC Chrg - Library	001-0000-10407	8,820.58
11/24/2025	0	Bank of Montreal	Lands End - sales tax to be refunded TMiller	001-0000-10407	4.77
11/24/2025	0	Bank of Montreal	LOWES-CONCRETE POLE	019-1915-66500	36.48
11/24/2025	0	Bank of Montreal	Amazon - Purell hand wipes	001-0115-61000	28.32
11/24/2025	0	Bank of Montreal	Menards - Coupling & handles for new water tank	001-0450-66500	25.47
11/24/2025	0	Bank of Montreal	The Parts House-Hydraulic hose and fittings	061-0000-65500	150.64
11/24/2025	0	Bank of Montreal	Midstate Manufacturing- Air filter cleaning for unit # 103	019-1975-55500	33.00
11/24/2025	0	Bank of Montreal	Zoro - safety stations w/ binders OSHA req	001-0605-68600	368.60
11/24/2025	0	Bank of Montreal	Nutrien-Weed killer	061-0000-63500	20.00
11/24/2025	0	Bank of Montreal	Loves Truck Care- Oil to finish oil change on Unit # 509	019-1915-62500	179.94
11/24/2025	0	Bank of Montreal	Menards - locking hasp and lock washers for the storage shed	030-0320-65500	16.16
11/24/2025	0	Bank of Montreal	Hy-Vee hot Dog buns	019-1920-64125	20.94
11/24/2025	0	Bank of Montreal	Menards - Central station toilet paper, paper towels	001-0605-65000	66.96
11/24/2025	0	Bank of Montreal	Walmart- Candy for Treat Street	019-1940-83100	57.00
11/24/2025	0	Bank of Montreal	Menards -Shop supplies	061-0000-65500	85.62
11/24/2025	0	Bank of Montreal	Sherwin Williams - Paint & paint supplies for Central	001-0605-66000	93.78
11/24/2025	0	Bank of Montreal	Allegra - poster size of rules for fixed route	030-0370-51500	54.24
11/24/2025	0	Bank of Montreal	Bound Tree - AED batteries	001-0605-68600	327.98
11/24/2025	0	Bank of Montreal	Menards - Clamps and wood for concrete forms at Cooke Park	019-1915-66000	49.72
11/24/2025	0	Bank of Montreal	Midstate Manufacturing- Air filter cleaning service for unit 106	019-1975-55500	24.00
11/24/2025	0	Bank of Montreal	MENARDS-LUMBER	019-1915-66000	9.30
11/24/2025	0	Bank of Montreal	APWA Conference - Aaron Gavin	001-0410-54500	150.00
11/24/2025	0	Bank of Montreal	Amazon - cardstock & envelopes for ERC	001-0120-61000	26.62
11/24/2025	0	Bank of Montreal	Menards - Step stool for dispatch office.	030-0320-61800	42.97
11/24/2025	0	Bank of Montreal	Marshall's- Paper towel holder for the breakroom	019-1910-66000	7.99
11/24/2025	0	Bank of Montreal	Mtc Communications Internet for Oquawka	061-0000-54000	89.95
11/24/2025	0	Bank of Montreal	Liebers Boxcar Express-Overtime meal-Greg-Derrick-George-Rya	061-0000-68000	51.60
11/24/2025	0	Bank of Montreal	Amazon - TV Protector for GPD	001-0510-61700	1,598.00

Check Date	Check #	Vendor Name	Description	Account #	Amount
11/24/2025	0	Bank of Montreal	Police Records Management - FOIA Training for DC and Sgt. Staf	001-0510-54500	274.05
11/24/2025	0	Bank of Montreal	10/25 CC Chrg - ETSB	001-0000-10407	1,552.72
11/24/2025	0	Bank of Montreal	Menards- Credit for returned trash cans	019-1910-66000	(27.98)
11/24/2025	0	Bank of Montreal	Jimmys Pizza Meals investigations for while working homicide	001-0510-68000	106.46
11/24/2025	0	Bank of Montreal	Webber Rental & Supply - Safety Gas Can & 2 cycle oil	001-0450-65500	129.96
11/24/2025	0	Bank of Montreal	Hy-Vee- October Nature at Night- s'mores supplies	019-1940-64000	7.98
11/24/2025	0	Bank of Montreal	Lowe's - Quikrete for Cooke Park Fence	019-1915-66000	29.44
11/24/2025	0	Bank of Montreal	Menards - grease, saw wrench, clevis	019-1975-65500	78.77
11/24/2025	0	Bank of Montreal	Hy-Vee - Creamer for Administration Office Reception Area	001-0110-61000	9.48
11/24/2025	0	Bank of Montreal	WEBBER RENTAL-FUEL CAN	019-1965-66500	107.14
11/24/2025	0	Bank of Montreal	Amazon - diodes for sirens	001-0630-65500	5.99
11/24/2025	0	Bank of Montreal	Amazon - refund of hanging file drawer brackets	001-0000-10407	(20.99)
11/24/2025	0	Bank of Montreal	MENARDS-CONCRETE CAULK, LUMBER	019-1915-66000	46.29
11/24/2025	0	Bank of Montreal	Sherwin Williams - Paint supplies Central	001-0605-66000	95.05
11/24/2025	0	Bank of Montreal	Heart of IL SHRM - SHRM Meeting Pease	001-0120-54500	30.00
11/24/2025	0	Bank of Montreal	Amazon - throttle body #2003	030-0370-62500	94.13
11/24/2025	0	Bank of Montreal	Hy-Vee straw bales and pumpkins for decorating clubhouse	019-1920-66000	47.92
11/24/2025	0	Bank of Montreal	Walmart- Ooey Gooley science supplies	019-1940-64000	23.57
11/24/2025	0	Bank of Montreal	Amazon - label paper for printer in vault	001-0510-61000	28.59
11/24/2025	0	Bank of Montreal	Canva - Business Cards, Megan Heisler	001-0410-61000	16.50
11/24/2025	0	Bank of Montreal	WILSON PAPER-CLEANER	019-1955-65000	167.10
11/24/2025	0	Bank of Montreal	Amazon - air filter	001-0205-65500	309.42
11/24/2025	0	Bank of Montreal	TAYLOR SECURITY-DEAD BOLT SPINDLES	019-1915-65500	40.00
11/24/2025	0	Bank of Montreal	FirstNet -09/25 Service	016-0000-20102	42.27
11/24/2025	0	Bank of Montreal	Greenview- tree purchase for trees forever	013-0000-63500	1,000.00
11/24/2025	0	Bank of Montreal	Register Mail - online subscription	001-0110-55000	14.99
11/24/2025	0	Bank of Montreal	NAACP - Gala - Wendel Hunigan & Angelica Mangieri	001-0105-54500	110.40
11/24/2025	0	Bank of Montreal	LOWES-PAINTING SUPPLIES	019-1950-66000	51.66
11/24/2025	0	Bank of Montreal	Target- air fresheners, trash bags	019-1920-65000	17.88
11/24/2025	0	Bank of Montreal	Menards- blades, lubricant, key storage lock box	061-0000-66000	40.09
11/24/2025	0	Bank of Montreal	Amazon - refund of Purell hand wipes	001-0115-61000	(24.99)
11/24/2025	0	Bank of Montreal	Target- coffee supplies	019-1920-64125	5.69
11/24/2025	0	Bank of Montreal	Menards-Supplies	061-0000-66000	48.80
11/24/2025	0	Bank of Montreal	LOWES-REBAR CHAIR	019-1945-66000	8.28
11/24/2025	0	Bank of Montreal	Boy Scouts - Staff and Explorer renewal, Ins Fee. & Admin fee	001-0605-55000	602.55
11/24/2025	0	Bank of Montreal	Inquirehire - Background Check Dispatcher	078-0000-51000	117.70
11/24/2025	0	Bank of Montreal	Office365 licenses for SpecOPS 3	057-0000-61700	69.16
11/24/2025	0	Bank of Montreal	MENARDS-CULVERT	019-1920-66000	1,999.99
11/24/2025	0	Bank of Montreal	Menards/batteries, markers, paint	019-1920-66000	54.63
11/24/2025	0	Bank of Montreal	MENARDS-LUMBER	019-1915-66000	5.84
11/24/2025	0	Bank of Montreal	Amazon- Pickleball nets for Lakeside Rec Facility	019-1940-64000	559.92
11/24/2025	0	Bank of Montreal	Amazon- coffee cups, creamer and vials	001-0510-61000	154.45
11/24/2025	0	Bank of Montreal	Fastenal- ear plugs	061-0000-67500	202.30
11/24/2025	0	Bank of Montreal	TransUnion (TLO) - September billing	001-0510-55800	75.00
11/24/2025	0	Bank of Montreal	Menards - tote for Hazmat suites	001-0605-65500	27.97
11/24/2025	0	Bank of Montreal	IML - Job Posting PWOM	001-0120-51500	35.00
11/24/2025	0	Bank of Montreal	Walmart - Halloween Candy for Trick or Treat events	001-0510-83100	1,051.42
11/24/2025	0	Bank of Montreal	Lands End - shirt for Heather	001-0205-61000	21.59
11/24/2025	0	Bank of Montreal	Walmart - Sugar ,coffee & creamer	019-1910-65000	97.24
11/24/2025	0	Bank of Montreal	McCormick Bridgewll - poles for sirens	001-0630-65500	1,947.00
11/24/2025	0	Bank of Montreal	Amazon - Plant Stand CM	001-0110-61000	17.09
11/24/2025	0	Bank of Montreal	International Code Council - 1/26 - 10/26 membership 305-55000	001-0000-10701	141.67
11/24/2025	0	Bank of Montreal	Menards- misc. Lab supplies	061-0000-66000	34.68
11/24/2025	0	Bank of Montreal	TriTech Monthly Subscription	019-1920-55800	27.50

Check Date	Check #	Vendor Name	Description	Account #	Amount
11/24/2025	0	Bank of Montreal	Amazon for Glade plug in refills	001-0510-61000	21.40
11/24/2025	0	Bank of Montreal	Hy-Vee Hot Dog Buns	019-1920-64125	11.52
11/24/2025	0	Bank of Montreal	Walmart - 25-21 10/25 -12/25 Wal-Mart annual membership	021-0000-55000	24.50
11/24/2025	0	Bank of Montreal	Farm King - Pipe nipple	014-0000-66000	14.97
11/24/2025	0	Bank of Montreal	Hy-Vee - Cake and punch supplies for JR's retirement open house	001-0450-58500	59.03
11/24/2025	0	Bank of Montreal	Menards - misc. kitchen supplies	001-0605-65000	4.49
11/24/2025	0	Bank of Montreal	Zoom - 1/26-9/26 -Pro Annual workplace fees for Drone 510-5580	001-0000-10701	119.92
11/24/2025	0	Bank of Montreal	Doubletree Hilton lodging for Housing Action IL conference in Bloc	001-0305-54500	151.20
11/24/2025	0	Bank of Montreal	Lowe's - Quikrete to install fence at Cooke Park	019-1915-66000	47.84
11/24/2025	0	Bank of Montreal	Google You Tube TV Monthly Subscription	019-1920-55800	82.99
11/24/2025	0	Bank of Montreal	Lowes-Tools	061-0000-66500	24.98
11/24/2025	0	Bank of Montreal	MENARDS-PAINT	019-1920-66000	11.72
11/24/2025	0	Bank of Montreal	Smoking Willeys - Refund overcharge amount ERC Luncheon	001-0120-58500	(403.48)
11/24/2025	0	Bank of Montreal	Greenvview- tree purchase for Project 350	054-0000-63500	833.00
11/24/2025	0	Bank of Montreal	Menards/lighter, head lamps, flashlight, extension cord, magnifying	019-1920-66500	109.92
11/24/2025	0	Bank of Montreal	Farm King - mixed fuel for equipment	001-0605-65500	32.07
11/24/2025	0	Bank of Montreal	Wave Integrated IT - 11/25 -12/25 12 month IT Skills unlimited cc	001-0207-54500	166.33
11/24/2025	0	Bank of Montreal	Menards - Training site furring strip, filters	001-0605-66000	31.50
11/24/2025	0	Bank of Montreal	Smoking Willeys - tax -Jpease	001-0000-10407	308.00
11/24/2025	0	Bank of Montreal	Zoro Tools - batteries	001-0605-65500	146.22
11/24/2025	0	Bank of Montreal	Office365 licenses for SpecOPS 2	057-0000-61700	69.16
11/24/2025	0	Bank of Montreal	Office365 licenses for SpecOPS 5	057-0000-61700	69.17
11/24/2025	0	Bank of Montreal	Amazon supervisor ""Omnivore"" holsters	001-0510-69000	124.18
11/24/2025	0	Bank of Montreal	Amazon containers for squad cars to hold Narcan	001-0510-66500	31.18
11/24/2025	0	Bank of Montreal	USPS Stamps 50% Fixed Route	030-0370-53000	78.00
11/24/2025	0	Bank of Montreal	Midstate Manufacturing- Air filter cleaning for unit # 131	018-0000-55500	22.00
11/24/2025	0	Bank of Montreal	Innkeepers - 1# Ground Coffee for Administration Office	001-0110-61000	18.00
11/24/2025	0	Bank of Montreal	Midstate Manufacturing- Air filter cleaning unit # 115	001-0450-55500	24.00
11/24/2025	0	Bank of Montreal	Fastenal-ear plugs	061-0000-67500	50.00
11/24/2025	0	Bank of Montreal	Otter.ai - Voice & Transcription Services	001-0115-55800	30.00
11/24/2025	0	Bank of Montreal	S & S Industrial Supply- Brake cleaner and Washer fluid for shop	001-0445-63000	249.24
11/24/2025	0	Bank of Montreal	MENARDS-MORTON CLEAN AND PROTECT	019-1960-65500	41.94
11/24/2025	0	Bank of Montreal	Hy-Vee Gas - fuel for chainsaws	019-1975-62500	20.70
11/24/2025	0	Bank of Montreal	Amazon - Pickleballs for Lakeside Rec Facility	019-1940-64000	120.99
11/24/2025	0	Bank of Montreal	Amazon- Parks copy machine- toner waste box	019-1905-61000	47.12
11/24/2025	0	Bank of Montreal	MENARDS-REBAR CHAIR	019-1945-66000	3.96
11/24/2025	0	Bank of Montreal	Bound Tree - Misc EMS Supplies	001-0605-68600	325.48
11/24/2025	0	Bank of Montreal	Police Records Management - FOIA Training for Jamie Colwell an	001-0550-54500	274.05
11/24/2025	0	Bank of Montreal	Allegra - Fixed Route Punch Cards	030-0370-51500	122.30
11/24/2025	0	Bank of Montreal	FirstNet - 09/25 Service	001-0000-20102	710.78
11/24/2025	0	Bank of Montreal	MENARDS-DOOR KNOB	019-1920-66000	43.48
11/24/2025	0	Bank of Montreal	Jimmy Johns-Lunch for 2 Commissioners for Police Entry Level In	001-0505-68000	35.40
11/24/2025	0	Bank of Montreal	Smoking Willeys - overcharge	001-0120-58500	403.48
11/24/2025	0	Bank of Montreal	Farm King Supply-Cordless tool	061-0000-66500	189.99
11/24/2025	0	Bank of Montreal	IPRA - Dues for 2026 1905-55000	019-0000-10701	245.00
11/24/2025	0	Bank of Montreal	MENARDS-GRINDING DISKS, BATTERIES	019-1965-65500	19.98
11/24/2025	0	Bank of Montreal	Canva - Business Cards, Angelica Mangieri	001-0105-61000	22.00
11/24/2025	0	Bank of Montreal	Menards- Rug, Rug pad, Trash cans for the breakroom	019-1910-66000	75.96
11/24/2025	0	Bank of Montreal	Amazon for 3 Safariland Glock duty holsters left hand	001-0510-69000	181.92
11/24/2025	0	Bank of Montreal	FirstNet -09/25 Service	020-0000-20102	24.02
11/24/2025	0	Bank of Montreal	Amazon - trash/recycle stickers, coffee supplies holder, coffee ma	019-1910-65000	50.37
11/24/2025	0	Bank of Montreal	Go Van Goghs - Logo embroidery for shirt	001-0205-51000	20.00
11/24/2025	0	Bank of Montreal	Menards/brake cleaner, antifreeze	019-1920-65500	34.82
11/24/2025	0	Bank of Montreal	City Tech USA - 1/26 -10/26 - Public Salary Membership 120-5500	001-0000-10701	325.00

Check Date	Check #	Vendor Name	Description	Account #	Amount
11/24/2025	0	Bank of Montreal	Sling- online scheduling program	019-1905-55800	153.77
11/24/2025	0	Bank of Montreal	Canva - Business Cards, Rory Speidel	001-0306-61000	38.00
11/24/2025	0	Bank of Montreal	Menards - Water proofer/sealant and tape	014-0000-66000	262.80
11/24/2025	0	Bank of Montreal	Walmart- Craft Night supplies- topcoat spray; general supplies- ba	019-1940-64000	16.51
11/24/2025	0	Bank of Montreal	American Legal Publishing - 11/25 -12/25 Municipal Code Update	001-0115-51500	112.50
11/24/2025	0	Bank of Montreal	FireDex GearWash- Gear repair & cleaning	001-0605-57500	1,084.05
11/24/2025	0	Bank of Montreal	Amazon- October Craft Night Out supplies- oven bake clay and te	019-1940-64000	36.63
11/24/2025	0	Bank of Montreal	SAI - FlexiCOMPLETE Sign Shop software subscription	001-0450-55800	35.49
11/24/2025	0	Bank of Montreal	International Code Council - 11/25 -12/25 - membership	001-0305-55000	28.33
11/24/2025	0	Bank of Montreal	Constellix - Monthly DNS service	001-0207-55800	6.31
11/24/2025	0	Bank of Montreal	Wilson Paper Co- Paper towels for shop	001-0445-63000	81.16
11/24/2025	0	Bank of Montreal	Amazon - Training smoke	001-0605-68500	148.00
11/24/2025	0	Bank of Montreal	Lowe's - Quikrete for Cooke Park fence	019-1915-66000	44.16
11/24/2025	0	Bank of Montreal	Canva - Business Cards, Dwight White	001-0105-61000	22.00
11/24/2025	0	Bank of Montreal	Walmart- pickles, olives, and coffee mate	019-1920-64125	24.70
11/24/2025	0	Bank of Montreal	FirstNet -09/25 Service	019-0000-20102	187.81
11/24/2025	0	Bank of Montreal	Menards - Paper plates, paper towels, mouse trap, painters tape	001-0450-61000	39.73
11/24/2025	0	Bank of Montreal	Lowe's - Caution tape, bucket & spout, sharpie markers	014-0000-66000	75.46
11/24/2025	0	Bank of Montreal	Dave's Autobody -Unite 29 damage repair	078-0000-56597	7,775.64
11/24/2025	0	Bank of Montreal	Amazon - thermal register paper	061-0000-61000	59.99
11/24/2025	0	Bank of Montreal	Menards - misc. tools	001-0605-66500	22.64
11/24/2025	0	Bank of Montreal	Menards - Fremont misc. cleaning supplies	001-0605-65000	94.33
11/24/2025	0	Bank of Montreal	Amazon-Calculator	001-0205-61000	125.75
11/24/2025	0	Bank of Montreal	Hy-Vee food and beverage for resale	019-1920-64125	14.90
11/24/2025	0	Bank of Montreal	Webber Rental & Supply - Caulk	014-0000-66000	57.69
11/24/2025	0	Bank of Montreal	Amazon - Bumper mount traffic cone holder #103	019-1975-66500	490.64
11/24/2025	0	Bank of Montreal	FirstNet -09/25 Service	019-0000-20102	546.16
11/24/2025	0	Bank of Montreal	ICMA - Job Posting PWOM	001-0120-51500	100.00
11/24/2025	0	Bank of Montreal	Holt Supply/ pvc compression couplings	019-1920-66000	296.40
11/24/2025	0	Bank of Montreal	Lands End - shirt - Heather	001-0000-10407	21.59
11/24/2025	0	Bank of Montreal	NAACP -Gala - Steve Cheesman	001-0105-54500	55.20
11/24/2025	0	Bank of Montreal	IIMC - 2026 Dues to International Institute of Municipal Clerks (IIM	001-0000-10701	235.00
11/24/2025	0	Bank of Montreal	Hy-Vee white out tape	019-1920-61000	10.47
11/24/2025	0	Bank of Montreal	LOWES-O-RING, WATER FILTERS	019-1950-65500	25.96
11/24/2025	0	Bank of Montreal	FirstNet -09/25 Service	030-0000-20102	1,340.88
11/24/2025	0	Bank of Montreal	Amazon , T-Series holster for Glock for Chief Legate	001-0510-69000	117.79
11/24/2025	0	Bank of Montreal	LOWES-PAINT ROLLER	019-1950-66000	8.08
11/24/2025	0	Bank of Montreal	LOWES-SHOP VAC	019-1915-66500	99.00
11/24/2025	0	Bank of Montreal	Innkeepers - 5# Ground Coffee, Administration Office	001-0110-61000	82.57
11/24/2025	0	Bank of Montreal	Amazon yellow paper	001-0510-61000	26.37
11/24/2025	0	Bank of Montreal	FirstNet -09/25 Service	001-0000-20102	1,426.25
11/24/2025	0	Bank of Montreal	Phillips 66-fuel for case tractor	061-0000-62510	127.70
11/24/2025	0	Bank of Montreal	Amazon - table for Council Chambers	019-1910-61800	344.55
11/24/2025	0	Bank of Montreal	Amazon - Plant Pot CM	001-0110-61000	49.89
11/24/2025	0	Bank of Montreal	Menards - Garden Soil, water	054-0000-63500	39.43
11/24/2025	0	Bank of Montreal	Lowe's - Quikrete for Cooke Park Fence	019-1915-66000	25.76
11/24/2025	0	Bank of Montreal	APWA Conference - Megan Heisler	001-0410-54500	150.00
11/24/2025	0	Bank of Montreal	Lowe's - Sealer for the salt building	001-0450-66000	264.00
11/24/2025	0	Bank of Montreal	American Legal Publishing - 01/26 - 10/26 Municipal Code Update	001-0000-10701	562.50
11/24/2025	0	Bank of Montreal	HY-VEE - drinks for golf outings	019-1920-64125	22.35
11/24/2025	0	Bank of Montreal	Walmart- October Nature at Night- s'mores supplies	019-1940-64000	9.32
11/24/2025	0	Bank of Montreal	GALESBURG ELECTRIC- BUSS R 15AMP 250 VOLT	019-1935-65500	32.70
11/24/2025	0	Bank of Montreal	MENARDS-Spark plug ,carb cleaner	019-1915-65500	13.46
11/24/2025	0	Bank of Montreal	Hy-Vee Candy for the golf shop for Halloween	019-1920-64125	92.30

Check Date	Check #	Vendor Name	Description	Account #	Amount
11/24/2025	0	Bank of Montreal	Hi-Vis Supply - Safety Sweatshirt	001-0450-67500	59.43
11/24/2025	0	Bank of Montreal	Amazon-cones for lessons	019-1960-64000	21.99
11/24/2025	0	Bank of Montreal	Menard's - Central St detergent	001-0605-65000	35.88
11/24/2025	0	Bank of Montreal	Kaser Power Equipment - Oil	001-0450-65500	46.68
11/24/2025	0	Bank of Montreal	Comcast - 10/25 Service	001-0630-54000	24.00
11/24/2025	0	Bank of Montreal	Farm King - LP fillup	001-0605-65000	28.90
11/24/2025	0	Bank of Montreal	Menards - Trash bags	030-0370-65000	14.97
11/24/2025	0	Bank of Montreal	FirstNet -09/25 Service	061-0000-20102	328.68
11/24/2025	0	Bank of Montreal	GetSling - Sling monthly Patrol Scheduling fee	001-0510-55800	98.00
11/24/2025	0	Bank of Montreal	Menards - furring strips and #50 tiedowns	001-0605-65500	24.39
11/24/2025	0	Bank of Montreal	I3 Broadband - 10/25 Service	061-0000-54000	117.48
11/24/2025	0	Bank of Montreal	Walmart- Nature program supplies- pumpkins for October Second	019-1940-64000	46.21
11/24/2025	0	Bank of Montreal	MENARDS-BOLTS AND LUMBER	019-1915-66000	12.84
11/24/2025	0	Bank of Montreal	Conoco- Day break -gas for spare truck	061-0000-62510	106.15
11/24/2025	0	Bank of Montreal	Menards - Lumber for forms	014-0000-66000	9.89
11/24/2025	0	Bank of Montreal	Zoom - 10/25 -12/25 - Pro Annual workplace fees for Drone	001-0510-55800	39.98
11/24/2025	0	Bank of Montreal	LOWES-RATCHET AND EXTENSION	019-1915-66500	44.96
11/24/2025	0	Bank of Montreal	ANDERSON LOCK- CORES AC-5	019-1915-66000	713.10
11/24/2025	0	Bank of Montreal	Zoro - Safety binder racks OSHA	001-0605-68600	1,091.98
11/24/2025	0	Bank of Montreal	Meta for Business- Facebook Advertising for Police Entry Level Tr	001-0505-51500	29.85
11/24/2025	0	Bank of Montreal	Brownline - Rich Slagel 2026 Planner	001-0306-61000	88.99
11/24/2025	0	Bank of Montreal	Walmart- Trash Cans for the breakroom	019-1910-66000	55.94
11/24/2025	0	Bank of Montreal	SealMaster - Thermo paint sample	014-0000-64500	416.52
11/24/2025	0	Bank of Montreal	Menards - misc. cleaning supplies	001-0605-65000	21.33
11/24/2025	0	Bank of Montreal	LOWES-2 GALLON PRO TANK	019-1950-66500	43.48
11/24/2025	0	Bank of Montreal	FirstNet -09/25 Service	001-0000-20102	845.19
11/24/2025	0	Bank of Montreal	Titanium - Axis camera mounting equipment for Simmons St.	001-0207-61700	855.01
11/24/2025	0	Bank of Montreal	Walmart - 25-21 1/26 -9/26 Wal-Mart annual membership 021-55C	021-0000-10701	73.50
11/24/2025	0	Bank of Montreal	NAACP - Gala - Dwight White	001-0105-54500	55.20
11/24/2025	0	Bank of Montreal	GFOA -2026 Annual Memberships -O'Hern/Chockley 205-55000	001-0000-10701	500.00
11/24/2025	0	Bank of Montreal	Amazon- October Craft Night Out supplies- oven bake clay	019-1940-64000	26.35
11/24/2025	0	Bank of Montreal	Holt Supply - Coupling	001-0450-65500	21.81
11/24/2025	0	Bank of Montreal	Dollar Tree- School Day Out supplies - clothespins and Twizzlers	019-1940-64000	3.75
11/24/2025	0	Bank of Montreal	Menards - floor cleaner	019-1910-65000	13.88
11/24/2025	0	Bank of Montreal	City Tech USA - 11/25 - 12/25 -Public Salary Membership	001-0120-55000	65.00
11/24/2025	0	Bank of Montreal	Allegra - Poster size of rules for paratransit	030-0320-51500	54.24
11/24/2025	0	Bank of Montreal	FirstNet -09/25 Service	061-0000-20102	421.32
11/24/2025	0	Bank of Montreal	International Code Council- Code Books	001-0306-67000	154.50
11/24/2025	0	Bank of Montreal	WEBBER RENTAL-CONCRETE BROOM, PUMP SPRAYER	019-1915-66500	379.68
11/24/2025	0	Bank of Montreal	Walmart- Outdoor Nature Preschool snacks	019-1940-64000	24.35
11/24/2025	0	Bank of Montreal	Go Van Goghs - Discovery Depot/City event shirts - 6 employees	001-0110-51000	150.00
11/24/2025	0	Bank of Montreal	Comcast - 10/25 Service	001-0510-54000	19.90
11/24/2025	0	Bank of Montreal	Phillips 66 - gas for truck #153	061-0000-62510	95.83
11/24/2025	0	Bank of Montreal	Lowes-Tools	061-0000-66500	10.96
11/24/2025	0	Bank of Montreal	Midstate Manufacturing- Air filter cleaning service for unit # 131	018-0000-55500	24.00
11/24/2025	0	Quadient Leasing USA, Inc	Postage for machine	061-0000-10702	500.00
				Grand Total	\$ 1,360,263.67



City Council Meeting

Agenda Item Overview

November 17, 2025

AGENDA ITEM: Special ordinance authorizing the sale of surplus firearms from the Police Department.

SUMMARY RECOMMENDATION: The City Manager, Chief of Police, and Purchasing Agent recommend that the City Council approve and authorize the Police Department to dispose of firearms no longer utilized by the department by selling the weapons through a licensed federal firearms dealer. This special ordinance requires two Council readings with final approval prior to solicitation.

BACKGROUND: Over time, the Police Department has acquired numerous firearms. These include department-owned weapons that are no longer in use, as well as confiscated weapons from non-violent crimes that judges have released after court proceedings. These weapons include pistols and rifles.

The firearms would be sold through a local federal firearms (FFL) dealer. All rules and regulations governing the sale of firearms through an FFL dealer will be followed, just as they would be with any sale of a firearm through an FFL dealer. A list of the firearms to be sold is included in the attached ordinance, and the prices will be set by the FFL dealer. Once the firearms are transferred to the dealer, the officers will have the opportunity to purchase their recently replaced Sig Sauer P320 handguns from the dealer at an agreed price. The city will also receive a percentage from those sales.

BUDGET IMPACT: It is expected that the sales will generate approximately \$40,000.00, to be used to offset the recent purchase of Glock 47 firearms for patrol officers.

SUPPORTING DOCUMENTS:

1. Ordinance

SPECIAL ORDINANCE NO. _____

WHEREAS, three-fourths of all the Corporate Authorities of the City of Galesburg, Illinois, are of the opinion that the Personal Property hereinafter described is no longer necessary or useful to, or for the best interest of the City of Galesburg.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GALESBURG, ILLINOIS:

SECTION 1. That the City Manager is authorized to instruct the Purchasing Agent to solicit bids for the sale of the following described firearms to a licensed Federal Firearm Dealer:

LOT #1 City Owned Firearms
53ea Sig Sauer P320 semi-auto pistols
4ea Smith & Wesson 76 Machine Guns
2ea Strum Ruger Mini 14 rifles
2ea Sig Sauer P 220 pistols
Remington 30-06 Rifle

LOT #2 Confiscated Firearms (non-violent crime related)
Alfa .32 Pistol
SCCY Pistol
Ruger EC9 Pistol
Kahr Pistol
Sig Sauer P290RS Pistol
Glock 37 Pistol
Glock 19 Pistol
Smith Wesson MP Pistol
Taurus G2C Pistol
Smith & Wesson Air Weight Pistol
Ruger EC9 Pistol
Glock 19 Pistol
Smith & Wesson Body Guard Pistol
Beretta APX Pistol
KelTec Pistol
Smith & Wesson MP Pistol
Taurus Curve Pistol
Glock 17 Pistol
Zastava Rifle
Stevens 22 Shotgun
20 Gauge Brazil Shotgun
Mossberg 12-gauge Shotgun
Mossberg 12-gauge pistol grip Shotgun

Mossberg 12-gauge pistol grip shotgun (gray)
Taurus LC9 Pistol
Diamond 9mm Pistol
American Tactical 45 Pistol
Ruger 45 Pistol
RG10 .22 Pistol
Stevens .22 Rifle
Bernardelli .22 Pistol
Stevens 30-06 Rifle
High Point 9mm Pistol
High Point 40 Pistol
Lorcin 380 Pistol
Smith & Wesson .32 Pistol

That this Ordinance shall be in full force and effect from, and after its passage, approval and publication in pamphlet form as provided by law.

Approved this ____ day of _____, 2025, by a roll call vote as follows:

Roll Call #: _____

Ayes: _____

Nays: _____

Absent: _____

Peter Schwartzman, Mayor

ATTEST:

Kelli R. Bennewitz, City Clerk



City Council Meeting

Agenda Item Overview

December 1, 2025

AGENDA ITEM: Ordinance to designate a stop intersection at Holton Street at W 2nd Street.

SUMMARY RECOMMENDATION: The City Manager, Director of Public Works, and the City Engineer recommend approval of this Ordinance to designate Holton Street at W 2nd Street as a two-way stop intersection.

BACKGROUND: It was recently requested that the City look at installing stop signs to address pedestrian safety concerns on Holton Street near Cooke Park. Due to new facilities being constructed at Cooke Park, a request was made by a resident for the City to look into adding stop signs on Holton Street where existing yield signs are located.

The Traffic Advisory Committee evaluated whether stop signs should be installed at the intersection. The committee's recommendation is to install stop signs where the existing yield signs are located on Holton Street. Some considerations in making this decision included the proximity of Cooke Park to this intersection and improving pedestrian safety. The cost for making and installing the stop signs is \$150.

BUDGET IMPACT: There are sufficient funds budgeted in the City Gas Tax fund (Fund 14) for the Traffic Control work.

SUPPORTING DOCUMENTS:

1. Ordinance

ORDINANCE NO. _____

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GALESBURG, ILLINOIS, AS FOLLOWS:

SECTION ONE: Appendix F of Chapter 76 of the City of Galesburg Code of Ordinances shall be, and is hereby amended by deleting the following language:

- Holton Street at Second Street (Ord. No. 95-1609, 2/20/95)

SECTION TWO: Appendix E of Chapter 76 of the City of Galesburg Code of Ordinances shall be, and is hereby amended by adding the following language:

- Holton Street at Second Street

SECTION THREE: All ordinances or parts of ordinances, in conflict with this ordinance are, to the extent of such conflict, hereby repealed.

SECTION FOUR: This ordinance shall be in full force and effect following its passage, approval and publication as required by law.

Approved this _____ day of _____, 2025, by roll call vote as follows:

Roll Call #:

Ayes:

Nays:

Absent: _____

Peter Schwartzman, Mayor

ATTEST:

Kelli R. Bennewitz, City Clerk



City Council Meeting

Agenda Item Overview

December 1, 2025

AGENDA ITEM: Bid for the Airport Fuel Farm Project.

SUMMARY RECOMMENDATION: The City Manager and Director of Public Works recommend approval of the bid in the amount of \$1,392,000 submitted by Brandt Construction Co. for replacement of the airport fuel farm.

BACKGROUND: The State of Illinois allotted a portion of the Rebuild Illinois capital funds to improvements to aeronautical facilities in Illinois. These funds were designed to prioritize projects that would not score well through federal funding sources, which typically prioritize maintenance to airfield pavements such as runways and taxiways. City staff and the City's airport consultant, Hanson Professional Services, identified high-priority projects that may not otherwise receive assistance through other airport funding sources and therefore would be a good fit for the Rebuild Illinois funds. One of those projects was replacement of the existing fuel tanks at the airport. The two existing fuel tanks are underground and are deteriorated and have reached the end of their useful life. It is proposed to replace them with above ground storage tanks. City Council approved an agreement with Hanson Professional Services for design and construction inspection services for the project at the June 2, 2025 meeting.

Bids for the fuel farm replacement were advertised in the IDOT Contractor Bulletin, the Register Mail, and sent to vendors that typically perform this type of work. The advertisement included a Base Bid to install two above ground storage tanks, Additive Alternate Bid No. 1 for an electrical service to the new fuel site, and Additive Alternate Bid No. 2 for removal of the existing underground storage tanks. One (1) bid was received from Brandt Construction of Milan, IL in the amount of \$1,380,000 for the Base Bid, \$12,000 for Additive Alternate Bid No. 1, and \$182,000 for Additive Alternate Bid No. 2. The bid for the project was approximately 8 percent higher than the engineer's opinion of probable cost provided prior to the bid. However, in consulting with Hanson Professional Services and other potential bidders, staff determined that re-bidding the project is unlikely to result in lower bid costs for this work. City staff recommend award of the Base Bid plus Additive Alternate No. 1 for a total of \$1,392,000. Rebuild Illinois capital funds will cover \$791,449.20 of the proposed cost of the project. The City's local share is \$600,550.80.



BUDGET IMPACT: The City's share of the project will be paid from the Utility Tax Fund (Fund 59). The State share of the project will be paid from the Grants Fund (Fund 13) and reimbursed to the City.

SUPPORTING DOCUMENTS:

1. Bid Tabulation



Airport:	Galesburg Municipal Airport
Project Name:	Remove & Replace Fuel Tanks
IL Project:	GBG-4987
SBG Project:	N/A
Hanson Project:	23A0028D
Letting Date:	October 24, 2025
Low Bidder:	Brandt Construction Co.

CONTRACTOR BID SUMMARY

The base bid installs two (2) above ground storage tanks (ASTs) - a 10,000-gallon 100LL Dispensing tank and a 15,000-gallon Jet Bulk tank.

[illegible]



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[illegible]

TRAFFIC ADVISORY COMMITTEE

NOVEMBER 2025 AGENDA

MISSION: To provide technical recommendations for policy decisions by the City Council in order to create safe, efficient, serviceable streets for residents, visitors, and public safety operation

25-09> Request to install three 30-minute parking signs along the south side of E Main Street from S Seminary St to Galesburg Public Parking Lot K. (Ward 4, Ald. White)

- A request was made by the business owners of Dante & Dory's Pet Emporium and Music Makers to install three 30-minute parking signs in front of their businesses along the south side of E Main St to improve convenience for customers in this busy downtown block. It was stated that with several small businesses clustered together, the addition of 30-minute parking will help increase storefront accessibility, support local commerce, and maintain smooth traffic flow.
- Galesburg Public Parking Lot K is approximately 50 feet west of these stores.
- There is currently parallel parking along the south side of E Main St and has no parking restrictions.
- On the north side of E Main St at this location, there is parallel parking with "Short Term Parking" signs for 2 hours or less.
- The Committee discussed with there being the public parking lot directly west of this building and parallel parking directly north of this building along E Main St with "2 Hours or Less" signage, there should be no change to this area.

Recommendation: No change

25-10> Request to replace the yield signs with stop signs at the intersections of W 2nd Street and Holton Street and W 2nd Street and Abingdon Street. (Ward 4, Ald. White)

- A request was made by a resident to replace the yield signs with stop signs at the intersections of W 2nd Street and Holton Street and W 2nd Street and Abingdon Street due to the new Cooke Park area.
- Cooke Park is being constructed along Holton Street in between W 2nd Street and W 3rd Street. Facilities will include a concrete parking lot, walking paths, lawn area, 2 picnic shelters, restroom building, fenced-in playground and in the future a splash pad.
- Currently, there are 2 yield signs on Holton Street at the W 2nd Street intersection and 2 yield signs on Abingdon Street at the W 2nd Street intersection.
- The speed limit on W 2nd Street is 30 mph and Holton Street is 20 mph (school zone) when children are present. Abingdon Street is 30 mph.
- As per the Manual for Uniform Traffic Control Devices (MUTCD):
 - *On low-volume rural roads, a STOP sign should be considered at an intersection*

where engineering judgment indicates that Item C in Paragraph 1 of this Section is applicable or where the intersection has inadequate sight distance for the operating vehicle speeds. There is a minimum sight distance in all directions of 500 feet at each intersection. As per IDOT 's Bureau of Local Roads and Streets, the intersection sight distance for 20 mph is 90 feet and 30 mph is 140 feet. 500 feet is well above the requirement, so sight distance at these locations is adequate.

- *Item C in Paragraph1: The intersection is of a lower functional classification road with a higher functional classification road. All of the roads at these intersections are classified as local roads, which is a lower functional classification.*
- The Committee discussed that due to the proximity of Cooke Park to the intersection of Holton and W 2nd Street, it was recommended that stop signs should be installed where the existing yield signs are located. With the intersection of Abingdon and W 2nd Street not being close in proximity to Cooke Park, it was recommended that the signage remain the same.

Recommendation: Install stop signs, where the existing yield signs are located at, at the intersection of Holton and W 2nd Street.

25-11> Request to install a “Deaf Child” sign on N Pearl Street in between E Grove Street and E Losey Street. (Ward 5, Ald. Acerra)

- A request was made by a resident along N Pearl Street to install a “Deaf Child” sign.
- As per IDOT in 2011, a statement was released discouraging the installation of children warning signs, stating that children warning signs:
 - Do not describe where the child might be
 - Has no legal meaning
 - Provides parents and children with a false sense of security
 - Are often left in place after the child is grown or moved away
 - Lack established procedures for engineering judgement or study
 - Have proven ineffective
- The Committee discussed that with IDOT releasing the statement discouraging any children warning signs, it was recommended to not install the sign.

Recommendation: No change

25-12> Request to prohibit parking along Florence Avenue from E Fremont Street to Fifer Street. (Ward 1, Ald. Mangieri)

- A request was made by a resident to prohibit parking along both sides of Florence Avenue from E Fremont Street to Fifer Street.
 - From last TAC Meeting, it was recommended to put up a “No Parking” sign on the east side of Florence Avenue near the intersection of E Fremont, which has been installed.
-

- As per Ordinance No. 95-1605, dated 1/3/95, from Fremont Street 75 feet north on the west side of Florence Avenue, parking is prohibited.
- Also, parking is prohibited along the east side of Florence Avenue from Losey Street to Walsh Avenue.
- Florence Avenue from E Fremont Street to Fifer Street is approximately 20 feet wide
- The City bus route travels along Florence Ave. The Galesburg Transit Manager has stated along Florence Avenue for the Blue Route, there is little to no ridership. He is reviewing the option to modify the route.
- A parking survey was sent to all 14 residents along Florence Avenue from E Fremont Street to Fifer Street. We received 4 responses back: 3 residents prefer keeping the parking as it is and 1 resident wants to prohibit the parking on both sides of the street.
- The Committee discussed that with the City Transit looking into amending the bus route and residents preferring the parking as it is at this location, it was agreed to keep the parking the same.

Recommendation: No change

25-13> Request to add a crosswalk on W Carl Sandburg Drive in front of Hollow Tree Apartments and the YMCA. (Ward 7, Ald. Cheesman)

- A request was made by a resident to add a crosswalk in front of Hollow Tree Apartments and the YMCA on W Carl Sandburg Drive.
- The MUTCD states, *Crosswalk markings shall be provided at legally established crosswalks at non-intersection locations. Guidance: The installation of other traffic control devices and other measures designed to reduce traffic speeds, shorten crossing distances, enhance driver awareness of the crossing, and/or provide active warning of pedestrian presence, should be considered in addition to a new marked crosswalk and signs across an uncontrolled roadway where any of the following conditions exist:*
 - A. *The roadway has four or more lanes of travel without a raised median or pedestrian refuge island and an ADT of 12,000 vehicles per day or greater. There are four lanes of travel on W Carl Sandburg Drive. A traffic study has not been conducted for this area.*
 - B. *The roadway has four or more lanes of travel with a raised median or pedestrian refuge island and an ADT of 15,000 vehicles per day or greater. There are four lanes of travel on W Carl Sandburg Drive. A traffic study has not been conducted for this area.*
 - C. *The posted speed limit is 40 mph or greater. The speed along this road is 40 mph.*
 - D. *A crash study reveals that multiple-threat crashes are the predominant crash type on a multi-lane approach. From 1250 to 1670 W Carl Sandburg Dr, there have been 10 accidents within the past 5 years, one accident involving a pedestrian.*
 - E. *When adequate visibility cannot be provided by parking prohibitions. There is adequate visibility in this area.*
- The Committee discussed looking into the design of a crosswalk at this location and

investigating the costs. This will be further studied and brought back to a future TAC Meeting.

Recommendation: Further study

25-14> Request to add a stop sign or speed bump to Galesburg Parking Lot “A” after the handicap ramp. (Ward 5, Ald. Acerra)

- A request was made by a resident to install a stop sign or speed bump at the drive aisle in the parking lot after the handicap ramp.
- The resident stated that they had taken their handicapped child down the ramp, heading towards the parking lot, and the building/ramp area blocked their view of oncoming traffic. They were almost hit by a car.
- ADA Standards state, “accessible routes that cross or overlap vehicular ways are not required to be marked as a crossing.”
- The Committee discussed the handicap ramp blocking the view of oncoming traffic traveling from west to east in this parking lot poses a safety concern and it was recommended to install a speed bump to the west of the ramp.

Recommendation: Install a speed bump to the west of the handicap ramp.

25-15> Request to address speeding concerns on Harrison Street and install speed bumps or another measure to slow down vehicles. (Ward 1, Ald. Mangieri)

- A request was made by a resident to address speeding concerns on Harrison Street and install speed bumps or another measure to slow down vehicles.
 - The resident stated that the school zone signs are not being followed or enforced. Also, he stated when a train is at the E Fremont railroad crossing, all the vehicles re-route through Harrison Street and the vehicles significantly speed.
 - Currently, there is a Regional Office of Education along Harrison Street. Speaking with the staff at this location, they said they do have students attend Monday through Friday for the RAES Alternative School. The students that attend are middle school and high school students.
 - At the intersection of Losey Street and Harrison Street, there is a 30 mph speed limit sign, then heading north right before the Regional Office of Education, the speed limit changes to 20 mph when children are present as the school zone.
 - At the August 2022 TAC Meeting, there was a request to improve school signage, but was determined that due to the building no longer being a grade school that signage would not be needed and it was not recommended to implement a school zone speed limit at this location.
 - Speed data was collected between 11/6/25 and 11/13/25. The data showed that the 85th percentile speed is 36 mph.
-

- Approximately 1,704 of the 3,423 vehicles counted (49.8%) were traveling in excess of 30 mph.
- Approximately 3,184 of the 3,423 vehicles counted (93.0%) were traveling in excess of 20 mph.
- The Committee discussed and recommended placing the radar feedback trailer on Harrison Street and increasing police enforcement.

Recommendation: Place radar feedback trailer and increase police enforcement along Harrison Street.

25-16> Request to install a stop sign at the T-intersection of Bateman Street and E Dayton Street. (Ward 1, Ald. Mangieri)

- A request was made by a resident to install a stop sign at the intersection of Bateman Street and E Dayton Street.
- Currently, the intersection of Bateman Street and E Dayton Street is a T-intersection with no traffic control signage.
- As per the MUTCD, *stop control on the minor-road approach or approaches to an intersection should be considered when engineering judgment indicates that one or more of the following conditions exist:*
 - A. *A restricted view exists that requires road users to stop in order to adequately observe conflicting traffic on the through street or highway. There is not a restricted view at this intersection.*
 - B. *Crash records indicate that:*
 1. *For a four-leg intersection, there are three or more reported crashes in a 12-month period or six or more reported crashes in a 36-month period. The crashes should be susceptible to correction by installation of minor-road stop control. Not applicable.*
 2. *For a three-leg intersection, there are three or more reported crashes in a 12-month period or five or more reported crashes in a 36-month period. The crashes should be susceptible to correction by installation of minor-road stop control. There has been 1 crash in a 5-year period at E Dayton Street and Bateman Street intersection.*
 - C. *The intersection is of a lower functional classification road with a higher functional classification road. Bateman Street and E Dayton Street are both considered local roads.*
 - D. *Conditions that previously supported the installation of all-way stop control no longer exist. There were no previous conditions to support installation of all-way stop control.*
- The Committee discussed and recommended that as per the MUTCD, the stop sign is not warranted, so there should be no change.

Recommendation: No change



25-4080

City Council Meeting

Agenda Item Overview

December 1, 2025

AGENDA ITEM: Approval of the 2026 budget and classification, and salary schedule

SUMMARY RECOMMENDATION: The City Manager, Finance Director, and Director of Human Resources recommend approval of the attached 2026 Budget and 2026 Classification and Salary Schedule for City employees.

BACKGROUND: The budget document is the result of a complex set of tasks, including strategic planning, assessing the City's financial condition, developing assumptions, estimating costs, assessing needs, and developing goals and objectives that will meet these needs. Citizens, elected officials, and staff all play a vital role in preparing the many components of the budget throughout the current year. Although the City Manager is responsible for preparing and recommending a budget, the City Council determines the final budget document and the allocation of resources it represents.

Per State Statutes, a public hearing was held prior to the final adoption of the December 31, 2026 Budget on November 17, 2025. The budget is on display at the Galesburg Public Library and the City Clerk's Office at City Hall. A copy may also be found on the City's website, www.ci.galesburg.il.us.

The attached 2026 Classification and Salary Schedule reflects the following changes:

- Four (4) percent cost-of-living adjustment for AFSCME, IAFF, PSEO, and Exempt & NRH employees.
- The creation of the Public Works Operations Manager and Park Foreman positions.
- Reclassification of the Transit Dispatcher position from 7A to 9A.
- Reclassification of the Water Meter Shop Foreman position from 18A to 19A.

BUDGET IMPACT: All Classification and Salary Schedule changes are consistent with the 2026 budget scheduled for approval. The annual budget sets the legal spending limits for the December 31, 2026, fiscal year. The final 2026 budget is as follows:

	Revenues	Expenditures	Use of Fund Balance/Other
All Funds	\$86,252,220	\$89,823,275	\$6,092,070
General Fund	\$32,938,080	\$33,088,465	\$150,385



SUPPORTING DOCUMENTS:

1. Fiscal Year 2026 Budget
2. 2026 Classification and Salary Schedule for City Employees
3. Public Works Operations Manager Job Description
4. Park Foreman Job Description

City of Galesburg 2026 Budget Fund Summary

Fund/Division	Fund/ Division Number	2026 Revenues	Use from Other Sources	2026 Expenditures
General Fund	001			
City Council	105			162,685
City Manager	110			524,520
City Clerk	115			429,625
Human Resources/Benefits	120			263,845
Legal	145			229,990
Contracts and Subsidies	160			2,699,960
Finance	205			1,043,620
Management Information Systems	207			659,975
Building & Grounds	304			612,925
Planning	305			247,570
Inspections	306			1,020,240
Engineering	410			718,965
Fleet Services	445			612,580
Street and Bridge Maintenance	450			2,121,085
Fire and Police Commission	505			29,760
Police	510			9,852,810
School Crossing Guard	525			172,570
Communications and Records	550			2,799,080
Fire	605			8,878,585
Emergency Services	630			8,075
GENERAL FUND		32,938,080	150,385	33,088,465
SPECIAL REVENUE FUNDS				
Motor Fuel Tax	011	1,484,585	-	1,355,000
Community Improvements/Infrastructure	012	1,345,390	-	1,311,110
Grants	013	7,996,900	-	7,996,900
City Gas Tax	014	631,370	23,475	654,845
Federal Special Enforcement	015	1,720	-	0
Special Enforcements	016	19,830	31,500	51,330
ETSB	017	152,010	-	152,010
Storm Water Utility	018	809,885	535,830	1,345,715
Park Fund	019			
Park & Recreation Administration	1905			2,419,360
Park Operation and Maintenance	1915			701,375
Golf Course	1920			986,485
Allison Campground	1925			98,530
Lake Storey Beach	1930			84,255
Lake Storey Pavilion	1935			113,105
Recreation Special Programs	1940			230,315
Lakeside Recreation Facility	1945			97,085
Lakeside Water Park	1950			320,170
Hawthorne Pool	1955			140,995

City of Galesburg 2026 Budget Fund Summary

Fund/Division	Fund/ Division Number	2026 Revenues	Use from Other Sources	2026 Expenditures
Hawthorne Gymnasium	1960			52,640
Maintenance of Linwood Cemetery	1965			210,380
Forestry	1975			414,040
Park Fund		5,742,585	126,150	5,868,735
Airport Fund	020	378,290	-	378,290
Foreign Fire	021	67,810	-	67,785
Property Redevelopment	023	865,840	288,215	1,154,055
Economic Development	024	1,474,605	369,035	1,843,640
CDBG Repayment	025	26,860	-	0
UDAG Repayment	026	49,785	634,195	683,980
Public Transportation Services	030			
Handivan	320			1,299,685
Bus Subsidy	370			1,777,950
		3,077,635	-	3,077,635
Public Transportation Projects	032	11,085	-	8,000
Total Special Revenue Funds		24,136,185	2,008,400	25,949,030
DEBT SERVICE FUNDS				
2016 GO Bond Debt Service	043	653,415	-	653,415
2023 GO Bond Debt	044	718,700	-	718,700
2013A Seminary Street Business District	047	122,080	-	122,080
Total Debt Service Funds		1,494,195	-	1,494,195
CAPITAL PROJECT FUNDS				
TIF IV	049	419,925	97,805	517,730
TIF V	050	10,800	-	0
Player Fees	051	3,385	-	2,400
2023 GO Bond Capital Expense	052	101,540	2,540,460	2,642,000
Building Repair & Maintenance	053	475,725	545,345	1,021,070
Planning Fund	054	169,215	626,785	796,000
TIF VI	055	82,970	-	0
Computer Replacement	057	320,535	-	279,370
Vehicle Replacement	058	986,855	-	667,700
Utility Tax Capital Projects	059	1,640,865	4,655	1,645,520
Seminary Street Business District	060	71,855	-	70,450
Total Capital Project Funds		4,283,670	3,815,050	7,642,240
ENTERPRISE FUNDS				
Water Operations	061	8,474,375	-	7,528,050
Refuse	067	3,614,585	505	3,615,090
Total Enterprise Funds		12,088,960	505	11,143,140

City of Galesburg 2026 Budget Fund Summary

Fund/Division	Fund/ Division Number	2026 Revenues	Use from Other Sources	2026 Expenditures
INTERNAL SERVICE FUNDS				
Retiree Health	073	1,152,930	-	1,152,930
Employee Health	074	6,212,920	-	5,377,415
Risk Management	078	1,332,965	117,730	1,450,695
Total Internal Service Funds		8,698,815	117,730	7,981,040
TRUST/PENSION FUNDS				
OPEB Trust	085	149,820	-	149,820
Total Trust/Pension Funds		149,820	-	149,820
PERMANENT FUNDS				
Linwood Cemetery	088	1,875	-	1,875
East Linwood Cemetery	089	27,020	-	13,700
Total Permanent Funds		28,895	-	15,575
COMPONENT UNIT				
Galesburg Public Library	900	2,359,770	-	2,359,770
Galesburg Library Working Cash	905	33,830	-	0
Galesburg Library Long Term Capital	915	-	-	0
Capital Improvement/Development	918	40,000	-	0
Total Component Unit		2,433,600	-	2,359,770
Grand Total - All Funds		\$ 86,252,220	\$ 6,092,070	\$ 89,823,275

City of Galesburg, IL
Classification & Salary Schedule
Effective January 1, 2026

Approved by City Council on December 1, 2025

Table of Contents

Page	Group
2	AFSCME
3	Police
4	Fire
5	Exempt
6	Non-Represented Hourly
7	Temporary, Seasonal, Part Time, Other

1/1/2026

**Employees represented by the American Federation of
State County & Municipal Employees Local 1173**

Range	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K
7A	16.01	16.40	16.81	17.23	17.67	18.11	18.56	19.02	19.49	19.99	20.49
9 A	17.66	18.09	18.55	19.02	19.49	19.98	20.48	21.00	21.53	22.05	22.60
10 A	18.55	19.02	19.49	19.98	20.48	21.00	21.53	22.05	22.60	23.14	23.71
11 A	19.47	19.96	20.46	20.98	21.49	22.02	22.56	23.13	23.70	24.30	24.92
12 A	20.45	20.97	21.48	22.01	22.55	23.11	23.69	24.29	24.91	25.53	26.17
13 A	21.47	22.00	22.54	23.10	23.68	24.25	24.88	25.50	26.15	26.79	27.48
14 A	22.53	23.09	23.65	24.24	24.86	25.49	26.14	26.78	27.47	28.13	28.84
15 A	23.64	24.23	24.85	25.47	26.12	26.77	27.44	28.12	28.81	29.53	30.28
16 A	24.84	25.46	26.11	26.75	27.42	28.10	28.79	29.52	30.27	31.02	31.79
18 A	27.38	28.07	28.76	29.48	30.24	30.99	31.75	32.54	33.36	34.18	35.07
19 A	28.75	29.47	30.22	30.97	31.73	32.52	33.34	34.17	35.05	35.90	36.81
20 A	30.22	30.97	31.73	32.52	33.34	34.17	35.05	35.90	36.81	37.73	38.68

Pay Ranges and Classification Titles	
Range	Title
7 A	Custodian I
9 A	Secretary I Transit Dispatcher
11 A	Handivan Driver Public Safety Clerk Transit Clerk
12 A	Account Clerk I Bus Driver Custodian II Recreation Activity Specialist Relief Driver
13 A	Junior Accountant
14 A	Information Systems Technician Utility Maintenance Community Service Officer Property Compliance Officer

Pay Ranges and Classification Titles	
Range	Title
15 A	Communications Dispatcher/Clerk II
16 A	Engineering Technician I Maintenance Worker
18 A	Community Service Supervisor Heavy Equipment Operator PSB IS Tech Transit Technician
19 A	Crew Foreman Engineering Technician II Mechanic Park Foreman Water Meter Shop Foreman
20 A	Transit Shop Foreman

1/1/2026

Sworn Employees in the Galesburg Police Department

Personnel Represented by the Public Safety Employees' Organization

Range	Step A	Step B	Step C	Step D	Step E
19 P	32.57	35.08	37.77	38.88	40.40
Years	1-2	3-4	5-7	8-9	10+

Pay Ranges and Classification Titles

Range	Title
19 P (hourly base wage)	Police Patrol Officer

Sworn Exempt Personnel in the Galesburg Police Department

Range	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K
22 EXP	74,017.59	75,859.74	77,762.26	79,694.99	81,688.12	83,741.67	85,825.38	87,969.49	90,174.03	92,408.74	94,734.06
24 EXP	81,325.75	83,349.06	85,432.80	87,576.91	89,751.23	92,016.15	94,311.28	96,666.82	99,082.72	101,559.02	104,095.74
28 EXP	98,551.18	101,014.96	103,540.33	106,128.85	108,782.07	111,501.60	114,289.17	117,146.38	120,075.02	123,076.91	126,153.82
32 EXP	119,074.39	122,033.92	125,114.18	128,224.69	131,425.78	134,717.45	138,099.74	141,542.43	145,075.69	148,702.59	152,420.17

Pay Ranges and Classification Titles

Range	Title
22 EXP	Police Sergeant
24 EXP	Police Lieutenant
28 EXP	Police Deputy Chief
32 EXP	Police Chief

1/1/2026

Sworn Employees in the Galesburg Fire Department

Sworn Personnel Represented by I.A.F.F. Local No. 555

Range	Step A	Step B	Step C	Step D	Step E	Step F	Step G
19 F (80)*	29.69	31.17	32.67	34.38	36.08	37.90	39.81
19 F (106)	21.86	22.95	24.10	25.30	26.56	27.86	29.29
21 F (80)*	32.73	34.38	36.08	37.90	39.81	41.79	43.87
21 F (106)	N/A	N/A	N/A	N/A	N/A	30.75	32.29
24 F (106)	N/A	N/A	N/A	N/A	N/A	N/A	37.39

*includes 2.5% staff position incentive

Pay Ranges and Classification Titles	
Range	Title
19 F (80)	Firefighter (80)
19 F (106)	Firefighter (106)
21 F (80)	Fire Captain (80)
21 F (106)	Fire Captain (106)
24 F (106)	Fire Battalion Chief (106)

Note: For the ranges above, Step F requires a Fire Science Certificate and Step G an Associate Degree in Fire Science

Sworn Exempt Personnel in the Galesburg Fire Department

Range	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K
27 EX	89,492.81	91,709.95	94,013.50	96,374.64	98,764.57	101,240.88	103,774.80	106,366.26	109,015.36	111,750.85	114,543.87
31 EX	108,065.14	110,771.81	113,536.07	116,357.92	119,294.92	122,260.75	125,312.95	128,451.53	131,676.49	134,959.05	138,327.98

Pay Ranges and Classification Titles

Range	Title
27 EX	Fire Deputy Chief
31 EX	Fire Chief

1/1/2026

Exempt Salaried Personnel (EX)

Range	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K
19 EX	61,360.73	62,915.64	64,470.49	66,083.00	67,753.08	69,423.15	71,179.61	72,936.06	74,778.89	76,650.52	78,550.96
20 EX	64,240.18	65,852.64	67,493.92	69,192.78	70,920.45	72,676.91	74,490.96	76,362.57	78,263.02	80,221.01	82,236.63
21 EX	67,407.55	69,077.61	70,805.26	72,590.53	74,404.54	76,247.41	78,176.62	80,105.83	82,121.47	84,165.83	86,267.82
22 EX	70,574.91	72,331.39	74,145.41	75,988.26	77,888.68	79,846.71	81,833.49	83,877.89	85,979.89	88,110.66	90,327.82
23 EX	73,972.67	75,815.50	77,715.90	79,645.13	81,631.93	83,676.35	85,778.33	87,909.12	90,126.26	92,372.21	94,675.78
24 EX	77,543.16	79,472.37	81,459.18	83,503.57	85,576.76	87,736.33	89,924.70	92,170.69	94,474.22	96,835.35	99,254.08
25 EX	81,420.32	83,445.98	85,532.14	87,678.75	89,855.59	92,123.15	94,420.93	96,779.21	99,197.92	101,677.11	104,216.79
26 EX	85,231.24	87,362.02	89,550.39	91,767.54	94,071.08	96,432.22	98,822.15	101,298.48	103,832.37	106,423.88	109,101.75
27 EX	89,492.81	91,709.95	94,013.50	96,374.64	98,764.57	101,240.88	103,774.80	106,366.26	109,015.36	111,750.85	114,543.87
28 EX	93,967.41	96,316.58	98,724.51	101,192.61	103,722.43	106,315.49	108,973.38	111,697.70	114,490.14	117,352.39	120,286.20
29 EX	98,280.82	100,739.86	103,239.23	105,819.18	108,479.77	111,180.69	113,962.22	116,784.06	119,726.85	122,709.93	125,773.65
30 EX	103,194.85	105,776.87	108,401.19	111,110.15	113,903.78	116,739.73	119,660.32	122,623.27	125,713.19	128,845.45	132,062.35
31 EX	108,065.14	110,771.81	113,536.07	116,357.92	119,294.92	122,260.75	125,312.95	128,451.53	131,676.49	134,959.05	138,327.98
32 EX	113,536.05	116,357.92	119,294.92	122,260.75	125,312.95	128,451.53	131,676.49	134,959.05	138,327.98	141,786.20	145,330.86
33 EX	119,212.85	122,175.83	125,259.68	128,373.78	131,578.61	134,874.12	138,260.34	141,707.00	145,244.38	148,875.50	152,597.39
34 EX	124,836.40	127,950.51	131,155.33	134,396.37	137,867.27	141,223.26	144,760.66	148,388.73	152,107.51	155,886.78	159,786.97
35 EX	131,078.23	134,348.04	137,713.10	141,116.18	144,760.64	148,284.43	151,998.69	155,808.17	159,712.88	163,681.13	167,776.33

Pay Ranges and Classification Titles	
Range	Title
19 EX	Deputy City Clerk
	Executive Assistant
	Staff Accountant
20 EX	General Inspector
	Golf Professional
	Purchasing Agent
	Recreation Supervisor
22 EX	Associate Planner
	9-1-1 Coordinator
	Garage Superintendent
	Junior Systems Administrator
	PSB Junior Systems Administrator
23 EX	Transit Operations Supervisor
	GIS Analyst
	Human Resource Generalist
	Project Manager I

Pay Ranges and Classification Titles	
Range	Title
24 EX	Administrative Services Manager
	Benefits & Risk Manager
	Code Compliance Supervisor
	Grants & Programming Coordinator
	Park Superintendent
26 EX	Assistant Finance Director
	IT Manager
	Project Manager II
27 EX	Transit Manager
	Senior Systems Administrator & Security Manager
29 EX	Water Superintendent
	Director of Parks and Recreation
30 EX	Public Works Operations Manager
31 EX	Assistant City Manager & Director of Engagement/Public Information Officer (PIO)
	City Engineer
	Director of Community Development
	Director of Finance
	Director of Human Resources
32 EX	Director of Information Systems
	City Attorney
35 EX	Director of Public Works

1/1/2026

Non-Represented Hourly (NRH) Overtime Eligible											
Range	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K
15 NRH	24.45	25.08	25.69	26.34	27.00	27.66	28.38	29.09	29.82	30.56	31.31
19 NRH	29.50	30.24	31.00	31.78	32.56	33.38	34.22	35.08	39.95	36.84	37.77
20 NRH	30.89	31.67	32.45	33.25	34.08	34.94	35.81	36.72	37.65	38.59	39.55
21 NRH	32.41	33.21	34.05	34.90	35.77	36.68	37.61	38.55	39.46	40.46	41.49

Pay Ranges and Classification Titles	
Range	Title
15 NRH	Secretary II Transit Assistant
19 NRH	Greenkeeper Water Lab Supervisor
20 NRH	Arborist Water Distribution Supervisor Water Operations Supervisor Water Production Supervisor
21 NRH	Maintenance Supervisor Traffic Supervisor

1/1/2026

Temporary, Seasonal and Part-Time Hourly Employees

Range	Step A	Step B	Step C	Step D	Step E	Step F
1 TT	13.00	n/a	n/a	n/a	n/a	n/a
1 T	15.00	n/a	n/a	n/a	n/a	n/a
3 T	15.00	15.50	16.00	16.50	n/a	n/a
4 T	16.00	16.50	17.00	17.50	18.00	n/a
5 T	17.00	17.50	18.00	18.50	19.00	19.50
6 T	18.50	19.00	19.50	20.00	20.50	21.00
7 T	19.50	20.00	20.50	21.00	21.50	22.00

Other Positions

Title	Annual Salary
Board of Fire & Police Chairman	\$660.00
Board of Fire & Police Commissioners	\$300.00
College Intern	Weekly Stipend \$100.00

Pay Ranges and Classification Titles			
Range	Title	Range	Title
1 TT Teen Range	Building Attendant	5 T	Administrative Assistant
	Clerk		Campground Attendant
	Data Entry Clerk		Community Serv Officer
	Maintenance Worker		Equipment Operator
	School Crossing Guard		ETSB Assistant
3 T	Concessions		Food Manager
	Intern		Head Lifeguard/WSI
	Maintenance Worker		Intern
	Recreation Attendant		Property Compliance Officer
	Scorekeepers		Project Specialist
	Summer Camp Counselor		Public Safety Data Entry Clerk
4T	Tennis Instructor		Recreation Specialist
	Water Plant Maintenance		School Crossing Guard Supervisor
	Account Clerk		Special Projects Coordinator
	Building Attendant		Specialist Instructor
	Clerk		Sports Instructor
	Crew Supervisor		Transit Building Services Worker
	Custodian		Transit Dispatcher
	Data Entry Clerk		Water Collection Clerk
	Engineering Aide		Water Safety Instructor
	Equipment Operator	6 T	Building Services Worker
	Golf Starter/Marshall		Handivan Driver
	Head Crossing Guard	7 T	Recreation Coordinator
	Lifeguard/Swim Instructor		Bus Driver
	School Crossing Guard		Relief Driver
	Wading Pool Maintenance		



DATE: October 2025

POSITION:	Public Works Operations Manager
DEPARTMENT:	Public Works
REPORTS TO:	Director of Public Works
PAY RANGE:	30 EX

GENERAL DESCRIPTION

Under the direction of the Director of Public Works, this position serves as the Chief of Operations for the Public Works Department, manages, supervises, and coordinates assigned programs and activities within the Public Works Department, including Streets and Bridge, Traffic and Signage; coordinates assigned activities with other departments, divisions, and outside agencies; acts as a backup for the personnel management and administrative duties of the water superintendent and garage superintendent, and provides administrative support to the Director of Public Works.

This position plays a key role in the Public Works leadership team, contributing to strategic initiatives, including, but not limited to, Public Works projects, planning, personnel management, labor relations, safety, and budgeting.

ESSENTIAL FUNCTIONS

- Assists the Public Works Director in directing the activities and staff of the maintenance operations within Public Works and may act as Director in his/her absence.
- Assigns and supervises work activities of the Streets and Traffic Division.
- Provide and coordinate training for Public Works employees.
- Provide administrative and fiscal direction to the Public Works Department. This includes program planning and management, budget preparation, approving expenditures, and personnel administration.
- Provide performance feedback for Public Works employees.
- Monitor and evaluate the efficiency and effectiveness of service delivery methods and procedures; recommend, within department policy, appropriate service and staffing levels.
- Serves as the City's Safety Officer and establishes and administers safety training programs in cooperation with the Department's supervisors and other Departments.

- Assist in developing long-term capital improvement programs for the Public Works Department in cooperation with the Public Works Director, City Engineer, Water Superintendent, and Garage Superintendent for roadways, bridges, storm sewers, water infrastructure, buildings, and equipment.
- Assist in the development of maintenance schedules, work plans, and standard operating procedures.
- Respond to and manage public inquiries and requests, and resolve complaints.
- Oversee snow removal operations and plan and execute responses to emergency situations such as severe weather incidents.
- Coordinate usage of the Motor Fuel Tax (MFT) in regard to staffing, tracking, and contract requirements.
- Ensure compliance with grant requirements and applicable laws.
- Provide assistance to the Director of Public Works, including planning, developing, and executing special projects.
- Develop and maintain effective working relationships with state and federal agencies, council, staff, employees, and the general public.
- Remains on 24-hour call in the event of emergencies.

EDUCATION

Associate's degree in civil engineering technology, pre-engineering, or related field, PLUS five years' experience in civil engineering, roadway construction and maintenance, traffic operations, and public works, including supervisory experience, OR seven to ten years of progressive experience in Public Works or a related field.

WORK EXPERIENCE REQUIRED

- Five to seven years of related experience is desirable.
- Working knowledge of Public Works Department operations and procedures.
- Working knowledge of the relevant government and/or community institutions, organizations, procedures, and processes.
- Working knowledge of pertinent federal, state, and local regulations.
- Experience supervising and working with both represented and non-represented personnel.
- Experience with budgeting, Union negotiations, and long-term planning.

PERSONAL QUALIFICATIONS AND ABILITY

- Ability to communicate effectively through oral presentations and written memorandums.
- Ability to establish and maintain working relationships with other employees and the public.
- Thorough knowledge of managerial/budgetary concepts, theories, practices, and principles.
- Thorough knowledge of labor/management relationship concepts and adequate interpersonal skills to ensure positive application of those concepts.
- Ability to plan, assign, direct, and supervise employees.

- Ability to function effectively under stress.

LICENSES AND CERTIFICATIONS

- Possession or ability to obtain a valid Illinois driver's license.

PHYSICAL DEMANDS

This position is primarily sedentary in nature. Incumbents may exert up to 10 lbs. of force occasionally and a negligible amount of force frequently lift, carry, push, pull, or otherwise move objects, including the human body. Incumbents are usually seated, but may also walk, stand, bend, stoop, reach, handle, and finger for brief periods of time. Environmental conditions are typical of those found in a conventional office setting. Must be able to talk and hear.

This description is intended to indicate the kinds of tasks and levels of difficulty that will be required of this position and shall not be construed as declaring what specific duties and responsibilities of any particular position shall be. It is not intended to limit or in any way modify the right of any supervisor to assign, direct, and control the work of employees under his or her supervision. The use of a particular expression or illustration describing the duties shall not be held to exclude other duties not mentioned that are of a similar kind or level of difficulty.



DATE: November 2025

POSITION TITLE: Park Foreman
DEPARTMENT: Parks & Recreation
REPORTS TO: Director of Parks & Recreation
SALARY RANGE: 19A

GENERAL DESCRIPTION

Responsible for supervising the daily operations of maintenance personnel and related functions. Acts as a liaison between division employees and the superintendent.

ESSENTIAL FUNCTIONS

Assigns and supervises work activities of personnel, review project progress and completion, oversees heavy equipment operations, prepares time/payroll sheets, maintains all pertinent records.

Responsible for the daily maintenance and repair of City Parks property, equipment facilities and buildings.

Supervises maintenance and repair of Park operation/facilities and snow removal operations, both in the City and the Airport.

Prepares City Parks grounds for special events.

Responsible for preparing for and coordinating Airport hangar inspections and rental agreements.

Responsible for training of personnel on the use of equipment and safety related information.

Remains on 24-hour call in the event of emergencies.

Other duties as may be assigned.

EDUCATION AND EXPERIENCE

High school diploma required.

Four to five years related experience is desirable.

KNOWLEDGE, SKILLS AND ABILITIES

Extensive knowledge of safety procedures necessary to insure the safety of the public, employees, and equipment while performing duties in the care, operation, and maintenance of the assigned job.

This description is intended to indicate the kinds of tasks and levels of difficulty that will be required of this position and shall not be construed as declaring what the specific duties and responsibilities of any particular position shall be. It is not intended to limit or in any way modify the right of any supervisor to assign, direct, and control the work of employees under his/her supervision. The use of a particular expression or illustration describing the duties shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.

Extensive knowledge of materials, methods, and techniques commonly used in maintenance activities.

Working knowledge of horticulture, as it relates to the planting and care of trees, shrubs, and park vegetation.

To plan and supervise the work of unskilled, semi-skilled, and/or skilled workers performing various activities.

To plan, layout and read blueprints/drawings.

To perform physical labor.

To identify problem areas and recommend corrective measures.

To establish and maintain working relationships with employees and general public.

Speak, read, and write English clearly.

LICENSES, REGISTRATIONS AND CERTIFICATIONS

Valid Commercial Driver's License (class B with air brake endorsement).

Valid Pesticide Commercial Operator Sprayer License, or ability to obtain within twelve (12) months of hire.

PHYSICAL DEMANDS

Ability to perform heavy to very heavy manual work and heavy lifting; lift minimum of 50 pounds.

Work outside in various temperature and climate conditions for both short and extended periods of time.

WORK ENVIRONMENT

Equipment used may produce loud noises.

Work is predominantly outside.

This description is intended to indicate the kinds of tasks and levels of difficulty that will be required of this position and shall not be construed as declaring what the specific duties and responsibilities of any particular position shall be. It is not intended to limit or in any way modify the right of any supervisor to assign, direct, and control the work of employees under his/her supervision. The use of a particular expression or illustration describing the duties shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.



City Council Meeting

Agenda Item Overview

December 1, 2025

AGENDA ITEM: Memorandum of Agreement (MOA) between the City of Galesburg and the American Federation of State, County, and Municipal Employees (AFSCME).

SUMMARY RECOMMENDATION: The City Manager, City Attorney, Police Chief, and HR Director recommend that the City Council approve the Memorandum of Agreement with AFSCME.

BACKGROUND: The provisions of the MOA between the City of Galesburg and AFSCME include implementation of a 12-hour work schedule for PSB Dispatchers for a trial period of eight (8) months, successful resolution of all pending grievances, and creation or reclassification of the positions of Transit Dispatcher, Water Meter Shop Foreman, and Park Foreman. This new trial basis schedule will mirror the schedule currently utilized by the Police Officers, commonly referred to as a "Pittman Schedule".

BUDGET IMPACT: An increase in scheduled overtime is required for the implementation of the 12-hour work schedule, which is included in the 2026 budget. Creation of the Park Foreman position and reclassification of the Transit Dispatcher and Water Meter Shop Foreman are included in the 2026 budget.

SUPPORTING DOCUMENTS:

1. MOA

**MEMORANDUM OF AGREEMENT (“MOA”)
by and between The City of Galesburg (“City”) and
AFSCME Local 1173 / District Council 31 (“Union”)**

1. The City and the Union are parties to a Collective Bargaining Agreement, dated June 3, 2024 through December 31, 2026 (“CBA”). This MOA will become effective as of the date the MOA is signed by both the City and the Union and approved by the City’s corporate authorities (“Effective Date”). All other provisions of the CBA shall remain in full force and effect except as set forth in this MOA.

2. The City and the Union previously agreed to engage in midterm negotiations, not to begin before June 1, 2024, and agreed to bargain over the potential of transitioning Communications Dispatcher/Clerk IIs (“PSB Dispatchers”) to twelve-hour shifts, updating certain pay classifications, and clarifying the application of paid time off as satisfaction of the Illinois Paid Leave for All Workers Act (“PLAWA”).

3. The Union previously advanced grievances (the “Emergency Snow Pickup Grievances”), initially dated February 25, 2025 and filed by Steve Erickson, Jack Erickson, Paul Adams, Rich Neal, Ryan Brackett, Josh Derry, Jeff Markley, C. Fones, Z. Parmenter, J. Novak, J. Blakewell, Leif Erickson, and C. Simmons (collectively, the “Streets / Parks and Recreation Grievants”), to arbitration under Section 5.4 of the CBA. The City and Union previously agreed to hold the Emergency Snow Pickup Grievances in abeyance while the parties attempted to resolve said grievances.

4. The Union also previously filed grievances (the “Water Department Grievances”), initially dated January 27, 2025 and filed by Jeff Devena, Jesse Thornton, Derrick Chick, George Brown, and Jeffrey Mackey (collectively, the “Streets / Parks and Recreation Grievants”). The City issued a Step 3 Response to the Water Department Grievances; however, the Union did not advance the Water Department Grievances to arbitration under Section 5.4 of the CBA.

5. After bargaining over the above-said items, the City and Union have agreed to this MOA to resolve all outstanding CBA issues between the City and Union and all outstanding issues related to the above-described grievances.

IS IT HEREBY AGREED AS FOLLOWS:

A. Twelve-Hour Shifts

1. Effective January 1, 2026, the City will implement a 12-hour work schedule, commonly referred to as a “Pittman Schedule,” substantially as depicted in Attachment A, which is attached and incorporated herein.

2. The City and Union agree that the City has only agreed to implement the above said 12-hour work schedule for PSB Dispatchers for a period of eight (8) months, expiring August 29, 2026 (the “Trial Period”). Upon the expiration of the Trial Period, the City may choose, in its sole discretion, to return to 8-hour shifts, continue 12-hour shifts, or implement a hybrid schedule. The City agrees to provide at least fourteen (14) days’ written notice prior to changing from the 12-hour work schedule upon completion of the Trial Period and said notice may be provided prior to the completion of the Trial Period. Upon said written notice, the City and Union agree to meet to bargain over the effects of said change (e.g. shift staffing / scheduling). Notwithstanding the foregoing, the City and Union agree to meet to discuss the 12-hour works schedule, and any potential changes thereto, after six (6) months of the Trial Period. Regardless of whether the CBA has expired pursuant to its terms or whether any negotiations have commenced on a successor collective bargaining agreement between the City and the Union, the City may may choose to return to 8-hour shifts, continue 12-hour shifts, or implement a hybrid schedule, as permitted by this Paragraph.

3. The City shall have the right to amend the schedule depicted in Attachment A, as it deems necessary in its sole discretion, and to provide affected employee’s fourteen (14) days’ notice of such changes, unless said notice is impracticable or is not otherwise required by the CBA; provided, however, that the City shall make good faith efforts during the Trial Period to implement the 12-hour work schedule. The City reserves the right to staff the platoons set forth in Attachment A as it deems appropriate and in the best interests of the City.

4. During the Trial Period, an employee in the position of Communications Dispatcher/Clerk II assigned to the Dispatch Room will receive twenty dollars (\$20) for each twenty-four (24) hour period they are on designated standby. This Paragraph 4 only applies to employees in the position of Communications Dispatcher/Clerk II assigned to the Dispatch Room, and Section 7.6 of the CBA shall not apply to said employees. The twenty-four (24) hour period shall be 7:00 p.m. – 6:59 p.m. or 7:00 a.m. – 6:59 a.m., depending on the employee’s regularly assigned shift. This standby pay shall be in addition to any overtime pay. An employee on standby status must remain within the residency limit established in Article XIX of this Agreement and must be able to respond to a call-in within thirty (30) minutes of having received the call. The City reserves the right to schedule an employee's standby and to make changes in the standby schedule, as well as the above-defined twenty-four (24) hour period, regardless of any Pre-Planned Standby Schedule or Emergency Standby List. The standby schedule for the employees may consist of a Pre-Planned Standby Schedule and an Emergency Standby List, which may be implemented as follows:

- (a) The Pre-Planned Standby Schedule will be completed on a monthly basis where each platoon will pre-plan volunteered standby dates for each platoon member throughout the entire oncoming month regardless of the determined need, or knowledge of the need for a standby employee for those dates.
- (b) The Pre-Planned Standby Schedule will be filled starting with the most-senior employee on each platoon picking a date for volunteer standby and will continue in order of seniority (highest to lowest). This will continue for two rounds (of the complete

- roster picking volunteer standby dates), and each employee will pick to voluntarily be available for standby on at least one “weekend date” (Friday, Saturday, or Sunday) after the two rounds of choosing.
- (c) If a third round of volunteer picks are needed to fill the Pre-Planned Standby Schedule for the oncoming month, then the third round will start in reverse senior order (lowest to highest).
 - (d) The Emergency Standby List will be a separate standby list that refers to emergency standby status designation that was not already scheduled by the Pre-Planned Standby Schedule.
 - (e) If there are no volunteers for the emergency standby, then an employee will be assigned to standby status by the Chief or their designee based on the Emergency Standby List. The employee with the least amount of seniority for each platoon will begin the list with the subsequent employees on each respective list being listed in seniority order (lowest to highest).
 - (f) Once an employee is designated to standby status from the Emergency Standby List, said employee will then move to the bottom of the list. Any employee who volunteers and works an Emergency Standby shift will be moved to the bottom of the Emergency Standby List.

5. Effective upon the full execution of this MOA, the following provisions of the CBA are amended in their entirety to state set forth below in this subsection. The parties will cooperate to execute an amended CBA incorporating the provisions of this subsection.

SECTION 7.2 – NORMAL WORKWEEK/WORKDAY

Except as provided elsewhere in this Agreement, the normal workweek shall consist of forty (40) hours per departmental calendar week and such additional time as may, from time to time, be required. The normal workweek shall consist of five (5) eight-hour workdays in a seven-day period. For employees assigned to the position of Communications Dispatcher/Clerk II, assigned to work in the dispatch room, and who are assigned to a twelve (12) hour work shift, their work period shall be fourteen (14) calendar days and shall consist of eighty-four (84) hours of regularly scheduled work, and such additional time as may, from time to time, be required. Time worked shall be defined as all time in pay status.

SECTION 7.3 – OVERTIME

Subject to the provisions of Section 7.3A, time and one-half the employee’s regular rate of pay will be paid for all authorized time worked, as verified by the employee’s supervisor, in excess of forty (40) hours in any one departmental calendar week or in excess of eight (8) hours in any one day when such time is required to be worked by the City, provided that daily overtime is not required to be paid when the work schedule is adjusted by mutual agreement of the City and an employee to provide for workdays in excess of eight (8) hours in the context of a forty (40) hour week. For hours worked in excess of sixteen (16) hours in a 24-hour period, employees shall be paid double time. The City shall compute overtime compensation on base

pay, longevity pay, and schooling pay educational incentive pay. Overtime pay will be paid in the same pay period in which it is earned. Employees shall have the option to receive pay or bank compensatory hours for all overtime earned within the pay period. Employees may elect one of the following methods of payment for overtime – payment, banking of hours or a combination of payment and banking.

~~Employees~~ Notwithstanding the foregoing, employees assigned as Communications Dispatcher/Clerk II's and assigned to the Dispatch Room do not have the option to bank compensatory hours for regularly scheduled work, and they shall be paid for all regularly scheduled overtime hours worked within the pay period.

Employees, except for those assigned as a Communications Dispatcher/Clerk II as set forth below, may accrue a maximum of two hundred and forty (240) hours of compensatory time and may carry a balance forward to the next fiscal year. Employees assigned as a Communications Dispatcher/Clerk II's and assigned to the Dispatch Room may accrue a maximum of one hundred and sixty (160) hours of compensatory time and may carry a balance forward to the next fiscal year.

Employees may be paid for accumulated compensatory time at any time by submitting the appropriately coded hours on their timesheets. After an employee reaches an accumulation of two hundred and forty (240) ~~hours, or one hundred and sixty (160) hours (as applicable),~~ the employee will be paid for all overtime worked in excess of the ~~two hundred and forty (240) hours~~ maximum allowed for their position. At termination of employment with the City for any reason, the employee will be paid for all unused compensatory time at the current rate of pay.

SECTION 7.8 – REST PERIODS

All employees shall receive a fifteen (15) minute rest period during each four (4) hour period. The rest period shall be granted by the supervisor as the supervisor deems appropriate. During work beyond the normal eight (8) hour or twelve (12) hour day, employees shall receive their breaks in the same intervals as described above.

SECTION 7.9A – MEAL PERIODS

All employees shall be granted a twenty (20) minute, thirty (30) minute, or sixty (60) minute non-paid meal period during each eight (8) hour work shift. Whenever possible, this meal period shall be scheduled at the middle of each shift except where such scheduling would be disruptive. Communications Dispatcher/Clerk I, Communications Dispatcher Clerk II, Telephone Systems Operator and Water Pumpers shall be granted a paid 20-minute lunch period during each 8-hour work shift. Communications Dispatcher/Clerk II's shall be granted a paid 30-minute lunch period during each twelve (12) hour work shift.

SECTION 7.10 – TIME-TRADING

Communications Dispatcher/Clerk I, Communications Dispatcher Clerk II, Telephone Systems Operator and Water Pumpers (Maintenance Worker) working swing shifts may trade time with other employees of the same classification in the same division subject to the following conditions: The trading of time is done voluntarily by the employees and not at the request of the Employer. The trade is not made for reasons related to the Employer's business operations but is due to the employee's desire or need to attend to a personal matter. The Employer maintains records of all time traded by employees. The time is traded and paid back within a twelve (12) month period. (Time cannot be paid but actually worked back.) The minimum number of hours traded equals one (1) hour. The time trade must be in writing on the request form. All trading is subject to the approval of the supervisor. Time trading shall be limited to ninety-six (96) hours per year. No employee shall work more than sixteen (16) hours straight for the purposes of time trading.

SECTION 13.4 – PERSONAL DAYS

Permanent employees shall receive credit for ~~four (4)~~thirty-two (32) hours of paid days time off annually on January 1 for personal reasons. These personal days must be scheduled a minimum of one (1) working day before the day is taken off with the employee's immediate supervisor. If an employee arrives on duty and manpower permits, the employee may take that day as their personal day without prior scheduling; and, in any event, each personal day is subject to scheduling availability. Personal days shall not be carried over from one calendar year to the next and may not be exchanged for cash payment. New employees will be posted with pro-rated personal leave hours in the amount of 1.23 hours per bi-weekly pay period remaining from the date of hire to the upcoming fiscal year.

SECTION 14.3 – VACATION SCHEDULING

Vacations shall be granted at the time requested by an employee on the basis of their seniority. In the event of a conflict over vacation choice, the more senior employee shall have preference in their choice of vacation period for their initial pick. The final right to designate the vacation period is exclusively reserved by the City. Up to forty (40) hours of vacation leave, per fiscal year, may be taken in thirty-minute increments, as scheduling allows and upon approval by the immediate supervisor.

Bargaining unit employees assigned to Police Communications will receive an extra ~~eleven (11) calendar days~~eighty-eight (88) hours of vacation in lieu of Sections 13.1 and 13.2. Those employees receiving vacation time in lieu of holidays may take up to forty-eight (48) hours of vacation leave per fiscal year in one (1) hour increments or multiples thereof, and will accrue holiday hours as they occur, posted immediately after the holiday. Scheduled vacations of nonbargaining unit employees shall not affect current divisional policies limiting the number of employees off on vacation at any one time.

SECTION 15.7 – BEREAVEMENT LEAVE

The City will provide employees with bereavement leave as required by Illinois law via a combination of paid leave and unpaid leave.

In the event of death in an employee's immediate family, an employee shall be permitted to use sick leave for a period of ~~three (3)~~ twenty-four (24) hours scheduled ~~working days~~ time. Immediate family is defined as parent, step-parent, spouse, sibling, brother-in-law, sister-in-law, child, step-child, parent-in-law, son-in-law, daughter-in-law, grandparent and grandchild and aunt or uncle. The word “spouse” shall include a civil union partner and domestic partner, and all “in-law” categories shall include equivalent relationships effected by means of a civil union.

If Illinois law requires bereavement leave in addition to any paid days provided, the City shall provide the difference between statutorily required days and any paid days as unpaid leave. At the employee's discretion, the employee may use any bank of accrued paid time off to be paid for any bereavement leave required by statute which the City provides as unpaid leave.

SECTION 15.9 – WELLNESS INCENTIVE

To incent employees to obtain annual physicals and wellness screenings an employee will receive: either (1) ~~one~~ an additional eight (8) hours additional personal ~~day~~ time or (2) be paid an amount equal to ~~one day's pay~~ eight (8) hours one time per calendar year when the employee provides the required proof that they have undergone an annual wellness physical examination as provided by the health plan wellness benefit. Employees will be reimbursed the cost of all expenses incurred for Hepatitis B and Tetanus shots.

The form for medical documentation may be taken to and completed by the attending provider. Once the employee submits the form to ~~the Benefits Coordinator~~ Human Resources the incentive pay will be paid on the next following payroll. An Explanation of Benefit (EOB) from the employee's health plan administrator showing wellness services received by the employee will also be an accepted form of proof of services. The incentive pay will not count as time worked in calculation for overtime pay.

SECTION 16.5 – SEVERANCE PAY

A permanent employee electing to retire under the provisions of any City pension fund because of length of service shall be entitled to severance pay equal to ~~two (2) weeks~~ eighty (80) hours actual salary at the time of retirement. This applies to retirement only where City employees have attained twenty (20) years or more of service with the City of Galesburg and meet the age requirement of fifty-five (55) years of age established by the Illinois Municipal Retirement Fund. This is a onetime only benefit and credit will not be given for part-time or temporary service

unless hired on a permanent basis without a lapse in employment. The City will compute severance pay on actual wages rather than base wages.

SECTION 16.7 – DISPATCHER TRAINING PAY

A communications dispatcher who is a certified training dispatcher and who is working in that capacity by assignment of the Police Chief or their designee, shall receive two (2) hours of compensatory time, for each shift of assigned certified training dispatcher work.

B. Pay/Job Classification Changes

1. Effective upon the next pay period following the execution of this MOA, the following Union positions shall have their pay classifications amended as follows:

Position	Current Classification	Amended Classification
Transit Dispatcher	7A	9A
Water Meter Shop Foreman	18A	19A
Park Foreman	N/A	19A

2. Effective within thirty (30) days of the execution of this MOA, the position of Park Foreman will be created and filled with a current employee. The parties agree that the City is under no obligation to then fill any vacant position as a result of the said Park Foreman position being filled.

3. Effective within thirty (30) days of the execution of this MOA, the position of Heavy Equipment Operator (Oquawka) will be filled with a current employee. The parties agree that the City is under no obligation to then fill any vacant Maintenance Worker position as a result of the said Heavy Equipment Operator position being filled.

4. All other Union positions and pay classifications shall remain *status quo*.

5. The terms of this Section B shall expire contemporaneously with the expiration of the CBA, and said terms shall be subject to negotiation at that time.

C. Paid Leave for All Workers Act

1. On December 18, 2022, the City, pursuant to its home rule authority, adopted Ordinance No. 23-3719, which exempts the City from the requirements of the Illinois Paid Leave for All Workers Act. The ordinance adopted the City's paid leave policies for all employees.

2. For purposes of this MOA, the language in the CBA related to the Paid Leave for All Workers Act or paid leave shall remain *status quo*. The terms of this Section C(2) shall expire

contemporaneously with the expiration of the CBA, and said terms shall be subject to negotiation at that time.

D. Emergency Snow Pickup Grievances / Water Department Grievances

1. Within fourteen (14) days of the execution of this MOA, the City will pay the following amount of hours at one-half (1/2) their regular rate of pay to the following Streets / Parks and Recreation Grievants listed below:

J. Derry and J. Markley – 10 hours

C. Fones, Z. Parmenter, J. Novak, J. Blakewell, L. Erickson & C. Simmons – 5 hours

R. Brackett, R. Neal, P. Adams, J. Erickson – 1 hour

S. Erickson – 1.5 hours

2. Within fourteen (14) days of the execution of this MOA, the City will credit the following Water Department Grievants any hours of vacation or compensatory time used on January 22, 2025:

Jeff Devena

Jesse Thornton

Derrick Chick

George Brown

Jeffrey Mackey

3. In consideration of Sections D(1) and D(2) above, the Union agrees and acknowledges the following:

(a) Under Section 3.1 of the CBA, the City has numerous managerial rights, including but not limited to, the rights to: (a) to plan, direct, control and determine the operations or services to be conducted by employees of the City; (b) to determine the methods, means, and number of personnel needed to carry out the department's mission; (c) to relieve employees for legitimate reasons; (d) to schedule and assign work; and (e) to assign overtime.

(b) That the City's concern for the safety of its employees is a legitimate reason to relieve employees from duty, including whether the employee recently worked several hours before beginning their next regularly scheduled shift. In the event of such relief of duty, the relieved employee is not entitled to regular pay for any hours relieved. Nothing in this MOA precludes an employee from using personal days or vacation leave pursuant to the terms and conditions of the CBA.

(c) To the extent the above provisions of this Section D(3) conflict with past practice, the terms and conditions of this MOA shall control and said past practices are hereby deemed withdrawn and waived. For the avoidance of doubt, the City is under no obligation to assign or require

overtime or double time, despite any past practice of doing so, and employees are not guaranteed any overtime or double time.

(d) The City's resolution of the Water Department Grievances as set forth in this MOA shall not be deemed precedential or relied upon by the Union as past practice, and the City is under no obligation to take any action in regards to the Water Department Grievances as they were not timely advanced to arbitration pursuant to the CBA. The City's resolution of the Emergency Snow Pickup Grievances as set forth in this MOA shall not be deemed precedential or relied upon by the Union as past practice.

(e) The Emergency Snow Pickup Grievances and Water Department Grievances are hereby withdrawn, and the Union agrees that neither it nor the Streets / Parks and Recreation Grievants or Water Department Grievants will take any further action in regards to the Emergency Snow Pickup Grievances and Water Department Grievances, including but not limited to further advancing said grievances to arbitration or taking any action before the Illinois Labor Relations Board, and any rights to arbitration are hereby waived. The Union agrees that it will notify the FMCS that the previously requested panel for the Emergency Snow Pickup Grievances is no longer necessary.

Dated this ____ day of _____, 2025.

Eric Hanson, City Manager



Carla Gillespie, Union Representative



Nate Thierry, Union President



City Council Meeting

Agenda Item Overview

December 1, 2025

AGENDA ITEM: Agreement Between City of Galesburg and IAFF Local 555

SUMMARY RECOMMENDATION: The City Manager, City Attorney, Fire Chief, and HR Director recommend that the City Council approve the successor collective bargaining agreement and side letter with IAFF.

BACKGROUND: The collective bargaining agreement between the City of Galesburg and IAFF expired on December 31, 2023. The parties have negotiated the terms of a successor agreement. The agreement is for a three-year term. It provides a 4% cost-of-living adjustment in 2024, 2025, and 2026.

BUDGET IMPACT: Increase of 4% each year, which has been budgeted and approved for years 2024 and 2025, and is currently being budgeted for year 2026.

SUPPORTING DOCUMENTS:

1. Redline CBA
2. Clean CBA
3. Side Letter

TENTATIVE

Agreement

Between

City of Galesburg

And

I.A.F.F. Local No. 555

Galesburg Firefighters' Association

January 1, 202~~4~~¹, through December 31, 202~~6~~³

ADDITIONAL COMPONENTS OF TENTATIVE AGREEMENT:

1. Wage increases and applicable health insurance / medical coverage premiums will be applied retroactively to January 1, 2024 for (a) bargaining unit employees on its payroll as of the date of ratification by both parties and (b) any bargaining unit employees who retired under the Illinois Pension Code since January 1, 2024.
2. The City will rescind the Fire Chief's February 26, 2025 memo regarding time trading. However, effective upon the ratification by both parties, the City will enforce the terms of Section 7.9, and all policies and general orders regarding time trading, as written without regard to any alleged past practice.
3. The union will withdraw its unfair labor practice charge (Case No. S-CA-25-093).
4. The union agrees to no longer pursue the grievance filed by Firefighter Andrew Johnson related to time trading and the docking of his pay.
5. The City will pay Firefighter Andrew Johnson the gross amount of \$649.92 less standard

deductions for the February 22, 2025 workday.

AGREEMENT

This Agreement, entered into this ____ day of ~~January 2021~~ September, 2025, by and between the City of Galesburg, Illinois (the “City”) and LOCAL 555, GALESBURG FIREFIGHTERS ASSOCIATION (the “Union”):

PREAMBLE

WHEREAS, the City has voluntarily endorsed the practices and procedures of collective bargaining as a fair and orderly way of conducting its relations with certain of its full-time employees insofar as such practices and procedures do not interfere with the City’s right and obligation to operate effectively in order to best serve the City and its residents, and to make clear all basic terms upon which such relationship depends; and

WHEREAS, it is the intent and purpose of the parties to set forth herein their entire agreement covering rates of pay, wages, hours of employment and all other conditions of employment; and to provide the procedure for the prompt and peaceful settlement of grievances respecting the terms of this agreement;

NOW, THEREFORE, in consideration of the mutual promises and agreements herein contained, the parties do mutually promise and agree as follows:

ARTICLE I: RECOGNITION

SECTION 1.1 UNION RECOGNIZED.

The City voluntarily recognizes Local 555 of the I.A.F.F. as the bargaining agent for the purpose of establishing the wages, hours, and terms and conditions of employment, for all non-exempt, full-time, permanent employees (those employees scheduled to work more than 32 hours per week) who are in the classification of Firefighter, Fire Captain, and Battalion Chief, but excluding supervisory, confidential, or exempt employees and all elected officials or officers of the City.

SECTION 1.2 CLASSIFICATION NOT GUARANTEED.

The classifications or job titles used above are for descriptive purposes only. Their use is neither an indication, nor a guarantee that these classifications or titles will continue to be utilized by the City, except as governed by applicable Illinois State Statute.

SECTION 1.3 NEGOTIATIONS.

Each party shall be permitted to have six (6) individuals sit on the negotiating committee including a labor attorney, if any. Not more than two (2) members of the Union’s negotiating team shall be released from duty with pay at any one time.

SECTION 1.4 NEW CLASSIFICATIONS.

The City shall notify the Union of its decision to implement any and all new classifications pertaining to work of a nature performed by employees in the bargaining unit. If the new classification is a successor title to a classification covered by the agreement and the job duties are not significantly altered or changed, the new classification shall become a part of this agreement. If

| the job duties of the new classification are significantly altered or changed, and the Union

notifies the City of a desire to meet within ten (10) days of its receipt of the City's notice, the parties will then meet to negotiate concerning inclusion of the proposed classification in this Agreement.

SECTION 1.5 INTEGRITY OF BARGAINING UNIT.

Unless there is an extreme emergency, as defined by the Illinois Compiled Statutes, the City will not assign firefighting, fire prevention or EMS work normally performed by employees in the bargaining unit to any other employees. This provision shall not apply where there are not sufficient bargaining unit employees willing or available to perform the work in question.

ARTICLE II: UNION RIGHTS

SECTION 2.1 DUES DEDUCTIONS.

While this Agreement is in effect, the City will deduct bi-weekly the regular union dues and/or assessments for each employee in the bargaining unit for whom there is on file with the City a voluntary effective check-off authorization in the form set forth in Appendix A to this Agreement. The amounts so deducted shall be forwarded each pay period to the appropriate Officer of the Union. The Union may change the fixed uniform dollar amount which shall be considered the regular union dues once each year during the life of this Agreement. Assessments may only be deducted once each year during the life of this Agreement. The Union will give the City thirty (30) days notice in writing of any such change in the amount of uniform Union dues to be deducted or of any assessments to be deducted.

SECTION 2.2 UNION INDEMNIFICATION.

The Union shall indemnify, defend, and save the City harmless against any and all claims, demands, suits or other forms of liability and for all legal costs that shall rise out of or by reason of action taken or not taken by the City in properly complying with the provisions of this Article. The Union agrees to refund to the City any amount paid to the Union in error on account of this dues and assessment deduction provision within ten (10) days.

SECTION 2.3 UNION ACCESS.

One Union representative may have access to the premises of the City in order to help resolve a serious dispute or problem. In order to receive access, the representative must provide notice to the appropriate City representative and make arrangements not to disrupt the work of employees on duty. The representative may visit with employees if such visit does not disturb the work of any employee who may otherwise be working.

SECTION 2.4 CITY BULLETIN BOARDS.

The City will make available appropriate space for the posting of official Union notices of a non-political, non-inflammatory nature, subject to the reasonable approval of Human Resources. The City shall also make available reasonable space in a non-public area of the work site for the Union to mount its own bulletin board.

ARTICLE III: MANAGEMENT RIGHTS

SECTION 3.1 MANAGEMENT RIGHTS.

Except as specifically limited by the provisions of this Agreement, the City possesses the sole right and authority to operate and direct the employees of the City and its various departments in all

aspects, including, but not limited to, all right and authority exercised by the City prior to the execution of the Agreement, to include, but not limited to: the right to determine its mission, policies, and to set forth all standards of service offered to the public; to plan, direct, control and to determine the operations or services to be conducted by employees of the City; to determine the methods, means, and number of personnel needed to carry out the department's mission; to direct the working forces; to hire and assign or to transfer employees within the department for other related functions; to promote, suspend, discipline, or discharge, as per applicable Illinois State Statute or pursuant to the exercise of the City's Home Rule authority; to layoff or relieve employees due to lack of work or funds, to make publish and enforce rules and regulations; to introduce new or improved methods, equipment or facilities; to contract out for goods and services; to schedule and assign work; to establish work and productivity standards; to assign overtime; and, to take any and all actions as may be necessary to carry out the mission of the City and its departments in situations of civil emergency as may be declared by the City Manager or acting City Manager, according to Illinois Compiled Statutes, provided that no right enumerated in this Agreement shall be exercised or enforced in a manner contrary to or inconsistent with the provision of this Agreement, as directed by the City Manager.

SECTION 3.2 DETERMINATION OF AUTHORITY.

The Mayor and the City Council of the City have the sole authority to determine the purpose of the mission of the City and the amount of budget to be adopted.

Should an emergency be declared according to the terms hereof, the Mayor or the City Manager shall advise the local President of the Union or the next highest Officer of the Union of the nature of the emergency.

SECTION 3.3 AUTHORITY FOR APPOINTMENTS.

Authority to make appointments to all positions in the City service, except those of City Clerk, Deputy City Clerk, ~~City Treasurer, Deputy City Treasurer,~~ and uniformed personnel (except the Chief of the Fire Department and the Chief of the Police Department), is vested in the City Manager, or ~~their~~^{his} designee, as per applicable Illinois State Statute or the exercise of the City's Home Rule powers.

Before being given an original appointment as a Firefighter, each employee shall undergo a thorough examination by a physician designated by the City, and no one shall be so employed unless the examining physician certifies that ~~he or she is~~^{they are} physically able to perform the duties required by ~~his or her~~^{their} position.

ARTICLE IV: NON-DISCRIMINATION

SECTION 4.1 EMPLOYMENT POLICY.

Neither the City nor the Union shall discriminate against any employee covered by this Agreement in a manner which would violate any applicable federal or state laws because of race, creed, color, national origin, disability, age, sex, veteran's status, genetic information, gender identity, or sexual orientation.

SECTION 4.2 AGE REQUIREMENT.

All employees shall be retired upon attaining age seventy (70) but may continue employment to December 31 following the end of the fiscal year after the employee's seventieth birthday.

SECTION 4.3 EMPLOYEE DISCRIMINATION.

Neither the City nor the Union shall interfere with the right of employees covered by this Agreement to become, or not become members of the Union, and there shall be no discrimination against any such employees because of lawful Union membership or non- membership activity or status.

SECTION 4.4 RESPONSIBILITY OF UNION.

The parties acknowledge that the Union, as the exclusive representative of the members of the bargaining unit in accordance with Section 6(d) of the Illinois Public Labor Relations Act, has the following responsibilities and authority as to administering grievances filed pursuant to Article V (Grievance Procedure) of this Agreement:

Labor organizations recognized by a public employer as the exclusive representative or so designated in accordance with the provisions of this Act are responsible for representing the interests of all public employees in the unit. Nothing herein shall be construed to limit an exclusive representative's right to exercise its discretion to refuse to process grievances of employees that are unmeritorious.

~~SECTION 4.5 GENDER.~~

~~Wherever the male gender is used in this Agreement, it shall be construed to include equally both male and female employees.~~

ARTICLE V: GRIEVANCE PROCEDURE

SECTION 5.1 DEFINITION.

A grievance shall be defined as a dispute arising between the parties concerning a violation or alleged violation of this Agreement.

SECTION 5.2 TIME LIMIT AND INFORMAL MEETING.

An employee who has a proposed grievance must request an informal meeting within ten (10) City business days of the date the employee knew, or should have known, of its occurrence. The notice shall be hand delivered to the employee's immediate supervisor and ~~the~~^{their} union. The Fire Chief, or ~~their~~^{their} designee, shall provide an informal meeting for the employee to meet and discuss the proposed grievance. The City shall notify the Union of this informal meeting. The employee's union representative shall attend. If the matter is not resolved to the satisfaction of the employee, the employee shall have ten (10) business days to file a grievance after the City gives the employee a written response.

SECTION 5.3 PROCEDURE.

Step 1. An employee and ~~their~~^{their} union representative having a grievance must meet with ~~the~~^{their} immediate supervisor for a simple direct decision, if possible. If "Step 1" does not resolve the grievance, the immediate supervisor will issue ~~a~~^a written answer to the grievance within seven (7) City business days. Nothing in this agreement prohibits the Union from filing a grievance on a member's behalf.

Step 2. If the grievant desires to further process the grievance, it shall be referred in writing to the Fire Chief, or ~~their~~^{their} designee, within seven (7) City business days of receipt of the "Step 1" response. The Fire Chief, or ~~their~~^{their} designee, shall meet with the grievant and ~~the~~^{their} union representative within seven (7) City business days of receipt of the referral. The Fire Chief, or

| theirhis

designee, shall issue ~~his~~ written answer to the grievance within ten (10) City business days of receipt of the grievance referral.

Step 3. If the grievant desires to further process the grievance, the grievance may be referred in writing to the City Manager, or ~~their~~ designee, within seven (7) City business days of the receipt of the “Step 2” response. The City Manager, or ~~their~~ designee, shall meet with the grievant and/or ~~the~~ representatives within seven (7) City business days of receipt of the referral. The City Manager, or ~~their~~ designee, shall issue a written answer to the grievance within ten (10) City business days of receipt of the grievance referral. If the Fire Chief, or the City Manager, appoints a designee under this Section, the designee shall not be the same supervisor who issued the prior written answer at the previous step, provided, however, that the informal meeting provided for in Section 5.2 does not prohibit any supervisor from participating in the later grievance procedure steps.

SECTION 5.4 ARBITRATION.

Step 4A. If the grievance is not settled in accordance with the foregoing procedure, the Union may refer the grievance to binding arbitration within ten (10) business days after the receipt of the Step 3 response. The parties shall attempt to agree upon an arbitrator within five (5) business days after receipt by the Employer of the notice of referral. In the event that the parties are unable to agree upon an arbitrator within five (5) days, they shall immediately jointly request the Federal Mediation and Conciliation Service (FMCS) to submit a panel of seven (7) arbitrators who are members of the National Academy of Arbitrators and who are residents of Illinois, Indiana, Iowa, Wisconsin, Missouri, or Michigan.

Either party may reject one (1) entire panel. Both the Employer and the Union shall have the right to strike three (3) names from the panel. The parties shall alternately strike a name from the list until there is one name remaining. The order of striking shall be determined by a coin toss. The arbitrator shall be notified of ~~their~~ selection by a joint letter from the Employer and the Union requesting that ~~the arbitrator~~ set a time and place, subject to the reasonable availability of the Employer and the Union representative. All arbitration hearings shall be held in the City of Galesburg, Illinois, unless the parties mutually agree otherwise.

Step 4B. Arbitrator’s Authority: The arbitrator shall act in a judicial, not legislative, capacity and shall have no right to amend, modify, nullify, ignore, add to or subtract from the provisions of this Agreement. ~~The arbitrator~~ shall only consider and make a decision with respect to the specific issue submitted and shall have no authority to make a decision on any other issue not so submitted ~~to him~~. The arbitrator shall be without power to make a decision contrary to or inconsistent with or modifying or varying in any way the application of laws or rules having the force or effect of law. The arbitrator shall submit ~~their~~ written decision within thirty (30) days of the close of the hearing or the submission of briefs by the parties; whichever is later, unless the parties agree to a written extension thereof. The decision shall be based solely upon ~~the arbitrator’s~~ interpretation of the meaning and/or application of the express terms of this Agreement to the facts of the grievance presented. A decision rendered consistent with the terms of this Agreement shall be final and binding.

Step 4C. Arbitrator’s Decision: The decision of the arbitrator may be enforced, at the insistence of either party or of the arbitrator, in the Circuit Court for Knox County, Illinois. The commencement of a new fiscal year after the initiation of arbitration procedures under this Agreement, but before the arbitrator’s decision, or its enforcement, shall not be deemed to render a dispute moot, or to otherwise impair the jurisdiction or the authority of the arbitrator of the Circuit Court or the decision of either. At any time the parties may, by mutual written agreement, amend or modify an arbitrator’s decision. The arbitrator’s decision shall be reviewable by the Circuit Court only for the reasons the arbitrator exceeded ~~their~~ authority or that the order was procured by

fraud, corruption or other similar or unlawful means as set forth in the Illinois Uniform Arbitration Act, 710 ILCS 5/1, et seq. The pendency of such proceedings for review shall not automatically stay the order of the arbitrator.

Step 4D. Failure to Process in a Timely Manner: If a grievance is not appealed to the next step within the time limits set forth or during a mutually agreed written extension, the grievance shall be deemed settled on the basis of the Employer's last answer. If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the Union may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step, if any. The time limits set forth throughout the procedure shall be in effect except as to those grievances involving the Department's action in the case of a disciplinary suspension, discharge, or layoff from work, when the grievance shall be filed by the end of the employee's next duty day after the employee, or the Union knew of the action. Time limits for the processing of any grievance may be extended at any time by the written mutual agreement of the parties.

Step 4E. Arbitration Costs: The fee and expenses for the arbitrator's services shall be borne equally by the Employer and by the Union. Each party shall be responsible for compensating its own representatives and witnesses and purchasing its own copy of the written transcript; however, the cost of the arbitrator's copy shall be borne equally by the parties.

Step 4F. Compensation: One Union representative shall be allowed time off from duty with pay to investigate and process grievances. Such time shall not exceed one hour per step except in the case of extenuating circumstances.

ARTICLE VI: NO STRIKE AND NO LOCKOUT

SECTION 6.1 NO STRIKE.

The Union and the employees covered by this Agreement recognize and agree that the rendering of services to the community cannot, under any circumstances or conditions, be withheld, interrupted, or discontinued, and that to do so would endanger the health, safety and welfare of the inhabitants of the City. Therefore, during the term of this Agreement, neither the Union nor its agents or any employee, for any reason, will authorize, institute, aid, condone, or engage in a slowdown, work stoppage, strike, or any other interference with the work or statutory functions or obligations of the Employer. During the term of this Agreement, neither the Employer nor its agents for any reason shall authorize, institute, aid, or promote any lockout of employees covered by this Agreement.

SECTION 6.2 UNION RESPONSIBILITY.

In the event of a violation of Section 6.1 of this article, the Union agrees to notify all local officers and representatives of their obligation and responsibility for maintaining compliance with this Article, including their responsibility to remain at work during any interruption which may be caused or initiated by others, and to encourage employees violating Section 6.1 to return to work.

SECTION 6.3 PENALTY.

The Employer may move to discharge or discipline any employee who violates Section 6.1. The Union will not resort to the grievance procedure on such employee's behalf to contest any disciplinary action the City may impose but may grieve the issue of whether Section 6.1 was violated. The Union agrees that the City has the right to deal with any such strike activity by the above measures, including suspension without pay on any, some, or all of the employees participating therein, depending on the individual facts of each alleged violation.

SECTION 6.4 MANAGEMENT RESPONSIBILITY.

Nothing contained herein shall preclude the Employer from obtaining judicial restraint and damages in the event of a violation of this Article.

ARTICLE VII: HOURS OF WORK AND OVERTIME

SECTION 7.1 NO GUARANTEE.

This article is intended to define the normal hours of work and to provide the basis for the calculation and payment of overtime. It shall not be construed as a guarantee of hours of work per day, or per week, or of days of work per week.

SECTION 7.2 NORMAL WORK WEEK/WORK DAY.

The normal day for employees covered by this Agreement shall consist of twenty-four (24) consecutive hours on-duty followed by forty-eight (48) consecutive hours off-duty and such additional time as may, from time to time, be required in the judgment of the City, according to the remaining provisions thereof.

The annual average weekly hours of work shall normally not exceed 53 hours per week. Such average annual hours of work shall be accomplished by scheduling a Kelly Day (one 24-hour shift off) every 18th on-duty shift, or an average of 6.75 Kelly Days per year. Kelly Day rotations initially were based on seniority by shift. New employees will be inserted into vacant slots created when members retire or are no longer a part of the bargaining unit because of promotion. Kelly Days are fully tradable in accordance with Section 7.9 of this Agreement.

Kelly Days shall be scheduled by the Fire Chief or ~~their~~^{his} designee in such a way as to eliminate FLSA overtime (overtime paid solely as a function of the regular work schedule). This shall be accomplished by assigning each firefighter, by seniority by shift to an individual 27-day FLSA work cycle to begin halfway through the duty day of the first day of the cycle. As a result, each Kelly Day will consist of the last 12 hours of the first of two consecutive FLSA work cycles and the first 12 hours of the second such cycle, reducing each firefighter's regular hours worked to no more than 204 hours in each 27-day work cycle during the course of the work year.

The workweek for forty (40) hour personnel shall be forty (40) hours per week with no more than five (5) workdays in a seven (7) dayperiod.

The City will continue its practice of paying employees for hours worked more than 13 days after the end of the payroll period.

SECTION 7.3 OVERTIME.

Overtime at 1.56 times the employee's regular rate of pay (annual salary divided by 2756 hours per year for shift employees or divided by 2080 hours for 40-hour employees) will be paid for all authorized time worked, as verified by the employee's supervisor, in excess of twenty-four (24) hours in a work day for shift employees, or in excess of eight (8) hours per work day for forty (40) hour employees, when such time is required to be worked by the City.

SECTION 7.4 CALL-BACK PAY.

Any employee that is called back on ~~their~~^{his} CTO or regular day off or time off, including holidays and Kelly Days, will receive a minimum of two (2) hours pay of overtime pay.

SECTION 7.5A CALL-BACK AND ROTATION OF OVERTIME FOR SHIFT STAFFING.

Overtime shall be distributed among eligible members-in an equitable manner on the

principle that the last person to accept an offer to work overtime will be the last person to whom overtime is offered.

1. Duty Officers shall schedule and maintain the unified overtime roster for all eligible members.
2. Overtime for shift staffing shall be consolidated into a unified roster of all 53 hour bargaining unit members.
3. Members physically present on duty for the shift in need of overtime personnel for the time period in need are exempt from being offered or accepting overtime assignments.
4. Eligible members for overtime assignments shall be those that are not physically present on duty for the time period in need with the exception, but not limited to: those on approved leaves (military, jury duty, sick, disability), worker's compensation, or light duty.
5. When twenty-four (24) consecutive hours of overtime are required to be worked on a shift, overtime may be split so as to provide two (2) blocks of overtime of twelve (12) hours each. Overtime scheduling shall be accomplished by allowing members to choose the full twenty-four (24), or whichever twelve (12) hour block they prefer.
6. All minimum staffing overtime assignments shall be filled prior to any additional overtime assignments.
 - a) Independence Day fireworks standby, physician appointments, and/or on-duty educational standby are examples that shall be assigned after all staffing overtime assignments have been filled.
 - b) Discretion may be deferred to the Union President/designee for discussion between the Duty Officer for special/unusual overtime circumstances.
7. Members shall only move to the bottom of the unified overtime list once the member has accepted and worked a minimum of 12 hours of overtime, or requests to move to the bottom of the overtime list.
8. If, after all members eligible to accept overtime assignments have been contacted – or attempted to be contacted – and have not accepted the overtime assignments, the Duty Officer shall offer unfilled overtime assignments to members that have already accepted any overtime. Members on Kelly days and/or CTO during the overtime assignment shall be contacted as a last step prior to moving to mandatory overtime.
9. After all members eligible to accept overtime assignments have not accepted the scheduled overtime, the least senior member physically on-duty on their native shift day shall be mandated to work the remaining overtime assignment. If additional overtime assignments must be filled by mandatory overtime, the next member with the least seniority physical on-duty shall be mandated to work the remaining overtime assignment, and so forth.
10. The Duty Officer shall keep a record of all members required to work a mandatory overtime assignment including name, hours worked, date, and times.
11. No member shall be mandated to work an additional overtime assignment until all other available members physically on-duty from their native shift have been mandated to work an overtime assignment.
12. All approved time off, sick leave, or disability/light-duty shall excuse any member from enforcement of mandatory overtime assignments.

13. All overtime assignments are tradable as outlined in Section 7.9.

14. Any unscheduled additional staffing overtime assignments that may occur (sick leave call-in, sick leave on-duty, on-duty injury, etc.) shall be initiated by discretion of the duty officer, so long as all eligible members are contacted until such overtime assignments are accepted.

15. Section 7.5A in its entirety shall be subject to change once the Chief and Local 555 President have agreed upon adjustment language to fit the parameters of scheduling overtime within the Department scheduling software and technology.

16. With respect to overtime available due to a Battalion Chief's absence, the offer of each such instance of overtime will first be made to the other Battalion Chiefs and, if they decline, the overtime shall be filled by the current overtime practices.

SECTION 7.6 REST PERIODS.

All employees shall receive two (2) thirty (30) minute rest periods, one in the morning and one in the afternoon, as per current Department practice. The rest periods shall be granted by the supervisor as the supervisor deems appropriate to minimize work disruptions. During work beyond the normal day, employees shall receive their breaks in the same intervals as described above.

SECTION 7.7 MEAL PERIOD.

All shift firefighters shall be granted two (2) meal periods during each work shift, as per current Department policy. Forty (40) hour employees shall receive one (1) such meal period.

SECTION 7.8 FAIR LABOR STANDARDS ACT.

The Employer agrees to comply with the provisions of the Fair Labor Standards Act (F.L.S.A.) and the relevant Department of Labor rules as currently enacted or hereinafter amended, so long as the same shall be in effect.

SECTION 7.9 TIME-TRADING.

Bargaining unit employees may trade time, tours of duty and Kelly Days with other employees of the same rank or one rank higher or lower, subject to the following conditions:

1. The trading of time is done voluntarily by the employees and not at the request of the Employer.

2. The trade is not made for reasons related to the Employer's business operations, but is due to the employee's desire or need to attend to a personal matter. Time must actually be worked back (or donated as per condition #9 below) and not paid monetarily except in the case of duty relief paid directly by the Union to the stand-by for attendance at conventions, seminars, or other events as approved by the Fire Chief.

3. The minimum number of hours traded equals two (2) hours. The Department will allow stand-bys of an hour or less from 0630-0730 and from 0730-0830 hours with the approval of the Duty Officer.

4. Battalion Chiefs may only trade with other Battalion Chiefs or a Captain who is other wise qualified to challenge the Battalion Chief exam.

4.5. Captains may not trade with probationary employees.

5.6. The time trade must be in writing on the request form and signed by all parties involved in the time trade.

6.7. Once the trade is approved, the signing parties become fully responsible for the newly

traded and approved time to be worked. If an employee then fails to be at work or supply a suitable replacement within a reasonable time prior to the assigned work schedule, that employee (the most recently approved to work the designated time) will be docked for the missed hours of work at ~~their~~^{his} normal rate of pay. The City will not be responsible for tracking time trades as to who owes whom time and takes no responsibility for requiring individuals to pay time back beyond what was approved on the approved request form. In the event an employee is docked for missed hours of work under this Section, and the employee was sick, the employee may petition the Fire Chief to not have the employee's hours docked; however, the Fire Chief shall have sole discretion in determining whether the hours are docked and the Fire Chief's decision shall not be subject to the grievance procedures set forth under Article V.

~~7.8.~~ All trading is subject to the reasonable approval of the Battalion Chief or the shift supervisor, as per the policies of the Fire Chief.

~~8.9.~~ Employees working on an approved time trade shall be allowed to request and use leave on the “foreign” shift under the normal guidelines for time off.

~~9.10.~~ Kelly Days can only be traded for Kelly Days and only within the same shift.

~~10.11.~~ In extenuating circumstances (i.e. long-term illness/injury), as determined by the City, where an individual employee has been forced to exhaust all ~~of their~~~~his~~ leave benefits and is unable to work, other employees may voluntarily work for the absent employee on a pay-back or donation basis for a period not to exceed 120 days. Such a “time trade” will not be mandated by the City and the City bears no responsibility for ~~e~~~~i~~nsuring that time is paid back by the absent employee. All other rules apply including #5 and #7 as stated above.

ARTICLE VIII: SAFETY

SECTION 8.1 COMPLIANCE WITH LAWS.

The City agrees to comply with all laws applicable to its operations concerning the safety of its employees covered by this Agreement. All such employees shall comply with all safety rules and regulations established by the City. The City agrees to take all reasonable steps to ~~e~~~~i~~nsure the safety of all employees during their working hours.

SECTION 8.2 UNSAFE CONDITIONS.

If an employee has justifiable reason to believe that ~~their~~~~his~~ safety is in danger due to an alleged unsafe working condition, or alleged unsafe equipment, ~~the employee~~~~he~~ shall inform ~~their~~~~his~~ supervisor who shall have the responsibility to determine what action, if any, should be taken.

SECTION 8.3 LABOR-MANAGEMENT MEETINGS.

Representatives of the Union, not to exceed three (3) in number, and the City shall meet at mutually agreed upon times to discuss matters of mutual concern. The party requesting the meeting shall prepare and submit an agenda to the other party one (1) week prior to the scheduled meeting. It is to be clearly understood that these are, in fact, meetings and not “negotiations.” If a written agenda cannot be developed, then no meeting will be held. Allegations of an unsafe working condition or equipment will not be acceptable unless substantiated in writing as to dates, times and witnesses involved. The requirement that there be a prompt resolution to safety disputes is of utmost concern to the City of Galesburg.

ARTICLE IX: SENIORITY

SECTION 9.1 DEFINITION.

Seniority shall, for the purpose of this Agreement, be defined as departmental seniority, being an employee’s length of continuous service since the last date of hire with the City in a position covered by this Agreement.

SECTION 9.2 APPLICATION OF SENIORITY.

In the application of seniority and ability in promotions or the filling of permanent openings in classifications, seniority shall be the determining factor when, among employees involved, as fairly determined by the City, the qualifications, skill and ability to perform the work is relatively equal.

SECTION 9.3 TERMINATION OF SENIORITY.

Seniority and the employment relationship may, at the City's discretion, be terminated when an employee (a) quits, or (b) retires, or is retired, or (c) is laid off as per State Statute and refuses the recall notice or (d) is discharged. The parties agree the following reasons, among others, constitute cause for discharge when an employee (a) is absent for two (2) consecutive workdays without notifying the City, or (b) is laid off and fails to notify the City Manager's office of ~~their~~~~his~~ intention to return within five (5) City business days after receiving notice of recall, or who fails to return at the designated time, or (c) does not report to work within forty-eight (48) hours after the termination of an authorized leave of absence.

SECTION 9.4 PROBATIONARY PERIOD - NEW EMPLOYEES.

All new employees and those hired after loss of seniority shall be considered probationary employees until they complete a probationary period of one (1) year. During this probationary period the employee shall not be represented by the Union as regards to discipline or discharge of the employee but is eligible to be a member of the Union after ninety (90) days of employment. The probationary period is to be used to test further the ability of the employee to perform the required duties of the position successfully. If the employee fails to meet the required standards of performance, ~~the employee~~~~he~~ may be dismissed.

SECTION 9.5 SENIORITY ROSTER.

The City shall maintain a seniority roster noting the date of hire and current classification for each bargaining unit employee. The Union shall be provided with a copy of the seniority roster on or about January 1 of each succeeding year. Any objections to the seniority roster as provided shall be reported in writing to the City Manager's office within fifteen (15) work days of the date of the deliverance of the seniority roster or the roster shall stand approved as given.

SECTION 9.6 SAME DAY HIRES.

Seniority shall be computed from the date of hire. In the event of a layoff, if more than one person is hired on the same day, then that person occupying the higher position on the original appointment list shall have greater seniority.

SECTION 9.7 LAYOFF AND RECALL.

The City, at its discretion, shall determine whether layoffs are necessary. Layoffs shall be for a lack of work and/or lack of funds. If it is determined that layoffs are necessary, employees will be laid off in the following order: (a) probationary employees in their original probationary period, and (b) in the event of further reductions in force, employees will be laid off in the inverse order of their departmental seniority, as governed by Illinois State Statute.

Employees who are laid off shall be placed on a recall list as specified in the Illinois State Statutes. If there is a recall, employees who are still on the recall list shall be recalled in the inverse order of their layoff.

Employees who are eligible for recall shall be given two (2) weeks notice of recall and notice of recall shall be sent to the employee by certified or registered mail with a copy to the Union, provided that the employee notify the City Manager's office of ~~their~~~~his~~ intention to return within five (5) City business days after receiving the notice of recall. The City shall be deemed to have fulfilled its obligations by mailing the recall notice by registered mail, return receipt requested, to the mailing address provided by the employee, it being the obligation and responsibility of the employee to provide the City Manager's office with ~~their~~~~his~~ latest mailing address.

SECTION 9.8 RESIGNATIONS.

In order to resign in good standing, a probationary or permanent employee shall give at least two (2) weeks notice in writing of ~~their~~^{his} intention to resign. No employee may take time off during the last two (2) weeks of ~~their~~^{his} employment unless reasonably approved prior to the notice of intention to resign. In addition, an employee who resigns voluntarily within one (1) year of having been hired by the City shall be required to repay the cost of tuition at the Firefighter II Academy (currently, \$2,750). The City Manager is given the discretion of waiving the provisions of the notice and/or repayment requirement should unforeseen circumstances warrant.

ARTICLE X: FILLING OF VACANCIES

SECTION 10.1 PROMOTIONS.

Promotions to the rank of Captain and Battalion Chief (so long as those ranks continue to exist in the Galesburg Fire Department) shall be conducted in accordance with the provisions of the Fire Department Promotion Act, 50 ILCS 742 (hereinafter, the "Promotion Act"), as amended, and the Rules and Regulations of the Board of Fire and Police Commissioners of the City of Galesburg (hereinafter, "the Board"), to the extent that such Rules and Regulations are consistent with the provisions of the Promotion Act. Except where expressly modified by the terms of this Article, promotional procedures shall be consistent with the Promotion Act. In the case of a promotion, the rate of the promoted employees will be adjusted to the corresponding step in the new range.

SECTION 10.2 VACANCIES

For the purpose of this Article, a vacancy is created when the City determines to increase the work force or when any of the following personnel transactions or events occur as to an incumbent: terminations by retirement, resignation or discharge, promotions, demotions, or death.

SECTION 10.3 FILLING OF VACANCIES.

All vacancies covered by this Agreement shall be filled in accordance with provisions of the Municipal Code, 65 ILCS Ch. 10.2.1-4, the rules of the Board of Fire and Police Commissioners or the Fire Department Promotion Act 820(D), 50 ILCS 742(D) as applicable.

SECTION 10.4 PROMOTIONAL VACANCY.

The existence of a vacancy shall be deemed to occur in accordance with Section 20(d) of the Promotion Act. When a vacancy occurs, the appropriate corporate authority shall notify the board. Upon notice from the appropriate corporate authority that a promotional vacancy exists, the Board shall select the individual to be promoted in the manner specified in the Rules and Regulations of the Board of Fire and Police Commissioners of the City of Galesburg, provided that such Rules and Regulations are consistent with the Promotion Act.

SECTION 10.5 RESUME

A resume shall be submitted by each candidate at the beginning of the promotional process. The resume shall be available to anyone and may be used to assist with ascertained merit, oral interviews, department evaluations and assessment center. The City will provide the format for all members to use. The resumes shall be turned in to the Fire Chief or approved designee by the posted deadline to sign up for Promotional Test participation.

SECTION 10.6 ELIGIBILITY

All promotions shall be made from the employees in the next lower rank who have at least 5 years seniority in the Galesburg Fire Department, and at least 2 years at the current rank. In order for a Firefighter to become eligible to test for the rank of Captain he/she must successfully complete the State Certification in:

- Advanced Technician Firefighter or Firefighter III

In order for a Captain to become eligible to be test for the rank of Battalion Chief, he/she must successfully complete the State Certification in:

- Company Fire Officer or Fire Officer I

Certifications for eligibility to test and subsequent prerequisites shall not count towards ascertained merit points.

Following promotion to Battalion Chief, any member that has not completed Advanced Fire Officer shall obtain the Certification for Advanced Fire Officer at the expense of the City within 2 years.

When an opening for promotion occurs (due to reasons stated in Section 10.1 of Article X) during the applicable time of an established (valid) promotional list, the required prerequisite time frame shall be calculated backwards from the date the vacancy (e.g., retirement) occurred. When an opening for promotion occurs (due to reasons stated in Section 10.2 of Article X) at a time when there is no established (valid) promotional list, the required prerequisite time frame shall be calculated backwards from the posting date of the next final promotional list.

SECTION 10.7 RATING FACTORS AND WEIGHTS

All examinations shall be impartial and shall relate to those matters which test the candidate's ability to discharge the duties of the position to be filled. The placement of employees on promotional lists shall be based on the points achieved by the employees on promotional examinations consisting of the following components weighted and specified:

<u>Component</u>	<u>% of Total Score</u>	<u>Maximum Points</u>
<u>Seniority</u>	<u>10%</u>	<u>10</u>
<u>Education / Military Credits</u>	<u>20%</u>	<u>20</u>
<u>Oral Interview</u>	<u>15%</u>	<u>15</u>
<u>Written Examination</u>	<u>20%</u>	<u>20</u>
<u>Departmental Evaluations</u>	<u>10%</u>	<u>10</u>
<u>Assessment Center</u>	<u>25%</u>	<u>25</u>

SECTION 10.8 SEQUENCE OF TESTS.

The points to be awarded each candidate for promotion for seniority, education/military credit, oral interview, written exam, and departmental evaluations shall be totaled and posted by the Fire and Police Commission.

SECTION 10.9 PROVISION OF COMPONENT SCORES.

In addition to the scores that are posted per the Rules and Regulations, an employee shall be entitled, upon written request of that employee, to receive a written record of the scores achieved on each of the components of the promotional examination. It is agreed that those involved in the scoring of the points awarded for oral interview, education/military credit, and departmental evaluation shall not be informed of the scores achieved on the written component until after these aforementioned components scores have been determined.

SECTION 10.10 TOTAL SCORE

A candidate's total score shall consist of the combined point totals awarded for seniority, education/military credit, oral interview, written examination, management staff evaluation, peer evaluation, and assessment center. Candidates shall take rank upon a promotional eligibility register in the order of their relative excellence as determined by their total score. In the event of a tie score, the placement of the tied candidates on the eligibility list shall be determined by departmental seniority in rank. Rounding of scores will not be completed until all individual components are combined. The total score will be rounded to the hundredth decimal place. A review of the final scores shall be performed by the Fire Chief and Local 555 President or their assigned designees. All promotions shall be made in rank order, from top to bottom in accordance with the FDPA, 20(D).

SECTION 10.11A SENIORITY

Seniority is to be determined as of the date the written examination is given and will be calculated as follows: Each full year of service shall be calculated at 0.5 points per year; partial years shall be calculated at 0.04166667 points per full month of service; and partial months shall be calculated at 0.00136986 points per day, up to a maximum of ten (10) points. The extra day in leap year shall not be figured into the equation.

SECTION 10.11B EDUCATION/MILITARY CREDITS AND ASCERTAINED MERIT

A candidate for promotion must submit his or her claim for education/ military credits with proof thereof to the Fire Chief or approved designee three (3) weeks prior to the date set for the written examination. The maximum number of points shall not exceed twenty (20) in total.

1. EDUCATION/MILITARY CREDITS

Candidates for promotion shall be awarded points for education/military credits based upon the following schedule, which is divided into two categories. A candidate shall be awarded the highest point value from each of the categories and point totals from the two categories will then be aggregated to constitute the candidate's total education/military credit score.

<u>1A Bachelor's Degree and Military</u>	<u>Points</u>
<u>Bachelor's Degree – Any Discipline*</u>	<u>3.5</u>
<u>Military preference points (65 ILCS 5/10-2.1-11)</u>	<u>Up to 3.5</u>

<u>1B Specific Degrees</u>	<u>Points</u>
<u>Associate's Degree, Fire Science, Public Administration or Emergency Management*</u>	<u>2</u>
<u>Bachelor's Degree, Fire Science, Public Administration or Emergency Management*</u>	<u>3</u>
<u>Master's Degree, Fire Science, Public Administration or Emergency Management*</u>	<u>4.5</u>

*To be eligible, the degree must have been obtained from an accredited institution of learning, e.g., NorthCentral.

1A and 1B constitute Category 1. Only one of the point value sources in Subcategories 1A and 1B may be claimed, and the combination of 1A and 1B is limited to or forty 40 percent of the total ascertained merit points awarded. E.g., and Bachelor's Degree, Fire Science from 1B will produce 6.5 points; and Master's Degree, Fire Science from 1B will produce 8.0 points.

2. ASCERTAINED MERIT

<u>Fire Officer Certifications</u>	<u>Points</u>
<u>Certified Fire Officer I / Company Fire Officer – for Captain test only</u>	<u>5</u>
<u>Certified Fire Officer II / Advanced Fire Officer – for Battalion Chief test only</u>	<u>5</u>

All current and previous OSFM and FEMA certificate courses shall be allowed using a 0.5 points per 40 hours ratio. Any certificate course not through OSFM or FEMA shall be approved by the Fire Chief or approved designee and agreed to by the Local for the purpose of it being allowed for all members.

A maximum of 80 hours may be used for Non-Tested Training Seminars or Web- Based Training conducted by a recognized agency or group (as described above).

Equivalent certificate courses will only be awarded once (i.e., ATF is equivalent to FF III). If the certification of Fire Officer I / Company Fire Officer or Fire Officer II / Advanced Company Officer has not been obtained, the individual courses (i.e., Management I, Management II, Strategy and Tactics, etc.) taken towards those certifications will be awarded using a 0.5 points per 40 hours ratio. Once the certification is issued, the individual components will no longer be eligible for ascertained merit.

It is the responsibility of the individual candidate to prove the appropriate course that they are applying for as ascertained merit points. The selection of individuals attending classes shall be strictly non-biased and based on budgetary parameters.

Note: Once awarded, merit points will apply for the duration of an employee's tenure.

SECTION 10.11C ORAL INTERVIEW.

The Oral Interview shall be competitive and consist of questions related to and associated with the performance of the duties for the position sought.

SECTION 10.11D WRITTEN EXAMINATION.

The written examination shall be competitive, shall consist of questions derived from the reading materials assigned and from the Department's current policies and procedures. The questions shall be related to and associated with the performance of duties for the position sought.

SECTION 10.11E DEPARTMENTAL EVALUATIONS

Departmental Evaluations shall be conducted in two (2) parts: a management evaluation and a peer evaluation. The individual candidate's scores for each of these two (2) separate evaluation types shall be collected by the Fire and Police Commissioners, totaled, and presented as one (1) candidate score for Departmental Evaluations. The maximum score for Departmental Evaluations is ten (10) points. The processes for the evaluations shall be as follows:

1. Management Evaluations The management staff evaluations shall be a subjective evaluation by the GFD Chiefs including the filled positions of Fire Chief, Deputy Chief, and Battalion Chiefs. These points will be determined in a special meeting in the Fire Chief's office prior to the written exam component. An observer (a Fire and Police Commissioner or alternate) shall attend the meeting. An alternate observer shall not be a department member and shall be approved by both the Fire Chief and the union. The observer shall have no input into the scoring but will act to guarantee the points are awarded in an equitable manner among the Chiefs. Each Chief shall

independently rank their~~his~~ top ten (10) Captain candidates (or fewer if there are less than 10 candidates) from 10-1. Each Chief will independently rank their~~his~~ top five (5) Battalion Chief candidates (or fewer if there is less than 5 candidates) from 5-1. Candidates not in the top 10 for Captain promotion and top 5 for Battalion Chief promotion will receive a score of zero (0). The individual Chiefs' scores will be totaled, the candidates ranked, and the promotional points awarded as follows:

Captain Candidates

<u>Rank</u>	<u>Promotional Points</u>
<u>1</u>	<u>5.0</u>
<u>2</u>	<u>4.5</u>
<u>3</u>	<u>4.0</u>
<u>4</u>	<u>3.5</u>
<u>5</u>	<u>3.0</u>
<u>6</u>	<u>2.5</u>
<u>7</u>	<u>2.0</u>
<u>8</u>	<u>1.5</u>
<u>9</u>	<u>1.0</u>
<u>10</u>	<u>0.5</u>

Battalion Chief Candidates

<u>Rank</u>	<u>Promotional Points</u>
<u>1</u>	<u>5.0</u>
<u>2</u>	<u>4.0</u>
<u>3</u>	<u>3.0</u>
<u>4</u>	<u>2.0</u>
<u>5</u>	<u>1.0</u>

In the case of a tie score, the candidate with the higher seniority will be ranked higher. Candidates not in these rankings will receive zero (0) points for the Management Staff Evaluation component of the promotional process. If fewer than the allotted number of candidates are available, the points will be assigned as above to the required ranking number.

2. Peer Evaluations The peer evaluations shall be a subjective evaluation by the non- management (Chiefs) roster of the Galesburg Fire Department, excluding probationary employees. A form will be established for each rank listing all the candidates challenging the promotional process. Prior to the written test component, each evaluator will use the aforementioned form to independently rank their~~his~~ top ten (10) Captain candidates (or fewer if there are less than 10 candidates) from 10-1. Each evaluator will independently rank their~~his~~ top five (5) Battalion Chief candidates (or fewerifthereislessthan5candidates)from5-1. Candidates for promotion may evaluate themselves as they see fit within the rankings. Candidates not in the top 10 for Captain promotion and top 5 for Battalion Chief promotion will receive a score of zero (0). The Fire and Police Commission will compile and total the individual evaluator scores, rank the candidates, and award the promotional points as follows:

Captain Candidates

<u>Rank</u>	<u>Promotional Points</u>
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<u>1</u>	<u>5.0</u>	<u>Battalion Chief Candidates</u>	
<u>2</u>	<u>4.5</u>	<u>Rank</u>	<u>Promotional Points</u>
<u>3</u>	<u>4.0</u>	<u>1</u>	<u>5.0</u>
<u>4</u>	<u>3.5</u>	<u>2</u>	<u>4.0</u>
<u>5</u>	<u>3.0</u>	<u>3</u>	<u>3.0</u>
<u>6</u>	<u>2.5</u>	<u>4</u>	<u>2.0</u>
<u>7</u>	<u>2.0</u>	<u>5</u>	<u>1.0</u>
<u>8</u>	<u>1.5</u>		
<u>9</u>	<u>1.0</u>		
<u>10</u>	<u>0.5</u>		

In the case of a tie score, the candidate with the higher seniority will be ranked higher. Candidates not in these rankings will receive zero (0) points for the Peer Evaluation component of the promotional process. If fewer than the allotted number of candidates are available, the points will be assigned as above to the required ranking number.

SECTION 10.11F ASSESSMENT CENTER.

The parties agree to the use of an assessment center in the promotional process. A committee comprised of members of the Board of Fire and Police Commissioners, Fire Command Staff and the union, will create bid specifications for use in selecting a qualified vendor for the Assessment Center. The assessment center will be conducted following the awarding of points for seniority, education/military credit, oral interview, written exam, management staff evaluation, and peer evaluation components of the promotional process.

The number and choice of exercise as well as the scoring weight given to each exercise used in the assessment center will be determined by the approval of the parties. The parties agree to use an independent assessment service as provided in the Fire Promotion Act (50 ILCS 742/1 et seq.)

The Fire Department Deputy Chief or Battalion Chief in charge of Training shall assist the assessment service provider with information regarding department rules, regulations, policies, and procedures in the formulation of exercise components.

Scoring will be conducted solely by the assessment service evaluators and provided to the Fire and Police Commission.

SECTION 10.12 REOPENER FOR PROMOTION TESTING.

It is agreed by the parties that a committee of six (three from each side) shall meet after the signing of this Agreement to continue to work on refining the promotional process. Issues may include, but are not limited to, Chief's points/Peer review points, use of a fire simulator, and use of an assessment center. It shall be the City's responsibility to keep the Board of Fire and Police Commissioners informed of proposed changes and to seek input from the Board before arriving at a tentative agreement. Any agreement will be taken back to the membership for ratification, and then become part of this Agreement by side letter. If an agreement cannot be reached within ten (10) months before the expiration of the current promotional lists, the promotion process will be as provided in the above sections of this Article X.

~~SECTION 10.1 VACANCIES~~

~~For the purpose of this Article, a vacancy is created when the City determines to increase the work force or when any of the following personnel transactions or events occur as to an incumbent: terminations by retirement, resignation or discharge, promotions, demotions, or death.~~

~~SECTION 10.2 FILLING OF VACANCIES.~~

~~All vacancies covered by this Agreement shall be filled in accordance with provisions of the Municipal Code, 65 ILCS Ch. 10.2.1-4, the rules of the Board of Fire and Police Commissioners or the Fire Department Promotion Act 820(D), 50 ILCS 742(D) as applicable.~~

~~SECTION 10.3 PROMOTED EMPLOYEES.~~

~~In the case of a promotion, the rate of the promoted employees will be adjusted to the first step in the new range.~~

~~SECTION 10.4 PROMOTIONS.~~

~~Promotions to the rank of Captain and Battalion Chief (so long as those ranks continue to exist in the Galesburg Fire Department) shall be conducted in accordance with the provisions of the Fire Department Promotion Act, 50 ILCS 742 (hereinafter, the "Promotion Act"), as amended, and the Rules and Regulations of the Board of Fire and Police Commissioners of the City of Galesburg (hereinafter, "the Board"), to the extent that such Rules and Regulations are consistent with the provisions of the Promotion Act. Except where expressly modified by the terms of this Article, promotional procedures shall be consistent with the Promotion Act.~~

~~SECTION 10.5 EXAMINATION COMPONENTS AND SCORE.~~

~~The final promotional examination scores for promotion to the ranks of Captain and Battalion Chief within the Galesburg Fire Department shall be determined as follows:~~

Component	% of Total Score	Maximum Points
Seniority	10 %	10
Education/Military Credits	20 %	20
Oral Interview	15 %	15
Written Examination	20 %	20
Departmental Evaluations	10 %	10
Assessment Center	25 %	25

~~SECTION 10.5A SENIORITY.~~

~~Seniority is to be determined as of the date the written examination is given and will be calculated as follows: one half (1/2) point per year for each full year of service as a full-time firefighter with the Galesburg Fire Department, up to a maximum of ten (10) points.~~

~~SECTION 10.5B EDUCATION/MILITARY CREDITS.~~

~~A candidate for promotion must submit his or her claim for education/ military credits with proof thereof to the Board three (3) weeks prior to the date set for the written examination. The maximum number of points shall not exceed twenty (20) in total.~~

~~Candidates for promotion shall be awarded points for education/military credits based upon the following schedule, which is divided into four categories. A candidate shall be awarded the highest point value from each of the categories and point totals from the four categories will then be aggregated to constitute the candidate's total education/military credit score.~~

1A — Bachelor's Degree and Military	Points
Bachelor's Degree — any discipline*	3.5
Military preference points (65 ILCS 5/10-2.1-11)	up to 3.5
1B — Specific Degrees	Points
Associate's Degree, Fire Science, Public Administration or Emergency Management*	2
Bachelor's Degree, Fire Science, Public Administration or Emergency Management*	3
Master's Degree, Fire Science, Public Administration or Emergency Management *	4.5

~~To be eligible, degree must have been obtained from education institution duly accredited by a recognized accrediting agency, e.g., North Central.~~

~~1A and 1B constitute Category 1. Only one of the point value sources in Subcategories 1A and 1B may be claimed, and the combination of 1A and 1B is limited to a maximum of eight (8) points, or forty (40) percent of the total ascertained merit points awarded. E.g., Military preference from 1A and Bachelor's Degree, Fire Science from 1B will produce 6.5 points; Military preference from 1A and Master's Degree, Fire Science from 1B will produce 8.0 points.~~

2 — Fire Officer Certifications (includes Provisional Certifications)	Points
Certified Fire Officer I/Company Fire Officer — for Captain test only	5 (25%)
Certified Fire Officer II/Advanced Fire Officer — for Battalion Chief test only	5 (25%)
3 — Specific Job Related Certifications	Points
Fire Apparatus Engineer	1 (5%)
Vehicle/Machinery Operation/Roadway Extrication Specialist	1 (5%)
4 — Other Certifications and/or Committee Membership or Service	Points
(Maximum of 6 points (30%))	
Haz Mat Technician A	1
Haz Mat Technician B	
Hazardous Materials Technician (equivalent to HazMat Tech A & B)	2
TRT Operations (all 4 disciplines)/ or equivalent	1
TRT Technician (all 4 disciplines)/ or equivalent	1
Fire Investigation (all 3 modules)	1
Fire Arson Investigator	1

Fire Pension Board Member (minimum of 3 years)	.5
Union Executive Board Member (minimum of 3 years)	.5
2% Foreign Fire Tax Board Member (minimum of 3 years)	.5

Note: Once awarded, merit points will apply for the duration of an employee's tenure.

~~SECTION 10.5C ORAL INTERVIEW.~~

~~The Oral Interview shall be competitive and consist of questions related to and associated with the performance of the duties for the position sought.~~

~~SECTION 10.5D WRITTEN EXAMINATION.~~

~~The written examination shall be competitive, shall consist of questions derived from the reading materials assigned and from the Department's current policies and procedures. The questions shall be related to and associated with the performance of duties for the position sought.~~

~~SECTION 10.5E DEPARTMENTAL EVALUATIONS~~

~~Departmental Evaluations shall be conducted in two (2) parts: a management evaluation and a peer evaluation. The individual candidate's scores for each of these two (2) separate evaluation types shall be collected by the Fire and Police Commissioners, totaled, and presented as one (1) candidate score for Departmental Evaluations. The maximum score for Departmental Evaluations is ten (10) points. The processes for the evaluations shall be as follows:~~

~~1. Management Evaluations The management staff evaluations shall be a subjective evaluation by the GFD Chiefs including the filled positions of Fire Chief, Deputy Chief, and Battalion Chiefs. These points will be determined in a special meeting in the Fire Chief's office prior to the written exam component. An observer (a Fire and Police Commissioner or alternate) shall attend the meeting. An alternate observer shall not be a department member and shall be approved by both the Fire Chief and the union. The observer shall have no input into the scoring but will act to guarantee the points are awarded in an equitable manner among the Chiefs. Each Chief shall independently rank his top ten (10) Captain candidates (or fewer if there are less than 10 candidates) from 10-1. Each Chief will independently rank his top five (5) Battalion Chief candidates (or fewer if there is less than 5 candidates) from 5-1. Candidates not in the top 10 for Captain promotion and top 5 for Battalion Chief promotion will receive a score of zero (0). The individual Chiefs' scores will be totaled, the candidates ranked, and the promotional points awarded as follows:~~

Captain Candidates		Battalion Chief Candidates	
Rank	Promotional Points	Rank	Promotional Points
1	5.0	1	5.0
2	4.5	2	4.0
3	4.0	3	3.0
4	3.5	4	2.0
5	3.0	5	1.0
6	2.5		
7	2.0		
8	1.5		
9	1.0		
10	0.5		

~~In the case of a tie score, the candidate with the higher seniority will be ranked higher. Candidates not in these rankings will receive zero (0) points for the Management Staff Evaluation component of the promotional process. If fewer than the allotted number of candidates are available, the points will be assigned as above to the required ranking number.~~

~~2—Peer Evaluations The peer evaluations shall be a subjective evaluation by the non-management (Chiefs) roster of the Galesburg Fire Department, excluding probationary employees. A form will be established for each rank listing all the candidates challenging the promotional process. Prior to the written test component, each evaluator will use the aforementioned form to independently rank his top ten (10) Captain candidates (or fewer if there are less than 10 candidates) from 10-1. Each evaluator will independently rank his top five (5) Battalion Chief candidates (or fewer if there is less than 5 candidates) from 5-1. Candidates for promotion may evaluate themselves as they see fit within the rankings. Candidates not in the top 10 for Captain promotion and top 5 for Battalion Chief promotion will receive a score of zero (0). The Fire and Police Commission will compile and total the individual evaluator scores, rank the candidates, and award the promotional points as follows:~~

Captain Candidates		Battalion Chief Candidates	
Rank	Promotional Points	Rank	Promotional Points
1	5.0	1	5.0
2	4.5	2	4.0
3	4.0	3	3.0
4	3.5	4	2.0
5	3.0	5	1.0
6	2.5		
7	2.0		
8	1.5		
9	1.0		
10	0.5		

~~In the case of a tie score, the candidate with the higher seniority will be ranked higher. Candidates not in these rankings will receive zero (0) points for the Peer Evaluation component of~~

~~the promotional process. If fewer than the allotted number of candidates are available, the points will be assigned as above to the required ranking number.~~

~~SECTION 10.5F ASSESSMENT CENTER.~~

~~The parties agree to the use of an assessment center in the promotional process. A committee comprised of members of the Board of Fire and Police Commissioners, Fire Command Staff and the union, will create bid specifications for use in selecting a qualified vendor for the Assessment Center.~~

~~The assessment center will be conducted following the awarding of points for seniority, education/military credit, oral interview, written exam, management staff evaluation, and peer evaluation components of the promotional process.~~

~~The number and choice of exercise as well as the scoring weight given to each exercise used in the assessment center will be determined by the approval of the parties.~~

~~The parties agree to use an independent assessment service as provided in the Fire Promotion Act (50 ILCS 742/1 et seq.)~~

~~The Fire Department Deputy Chief or Battalion Chief in charge of Training shall assist the assessment service provider with information regarding department rules, regulations, policies, and procedures in the formulation of exercise components. Scoring will be conducted solely by the assessment service evaluators and provided to the Fire and Police Commission.~~

~~SECTION 10.5G SEQUENCE OF TESTS.~~

~~The points to be awarded each candidate for promotion for seniority, education/military credit, oral interview, written exam, and departmental evaluations shall be totaled and posted by the Fire and Police Commission. Candidates with a cumulative score of less than 45 points on these elements will be eliminated from the testing process and will not be allowed to challenge the assessment center testing process.~~

~~SECTION 10.5H TOTAL SCORE.~~

~~A candidate's total score shall consist of the combined point totals awarded for seniority, education/military credit, oral interview, written examination, management staff evaluation, peer evaluation, and assessment center. Candidates shall take rank upon a promotional eligibility register in the order of their relative excellence as determined by their total score. In the event of a tie score, the placement of the tied candidates on the eligibility list shall be determined by departmental seniority in rank. A candidate who fails to achieve a minimum total score of seventy (70) will not be placed upon the final promotion eligibility list. All promotions shall be made in rank order, from top to bottom in accordance with the FDPA, 20(D).~~

~~SECTION 10.5I PREREQUISITES.~~

~~While candidates may test and be placed upon a final promotional eligibility list without the following prerequisites, a candidate for promotion to the position of Fire Captain must, as of the time that a vacancy occurs have served as a full-time paid firefighter for a period of three (3) years and attained certification as Firefighter III. A candidate for the position of Battalion Chief must, as of the time that a vacancy occurs, have served a minimum of two (2) years as a Galesburg Fire Department Fire Captain and attained certification as a Fire Officer I. Candidates who lack the required prerequisites at the time a vacancy occurs, while disqualified for the immediate promotion, shall retain their position on the eligibility list and shall be eligible for promotion when later vacancies occur, provided in each case that the necessary service component and training certification are attained.~~

~~When an opening for promotion occurs (due to reasons stated in Section 10.1 of Article X) during the applicable time of an established (valid) promotional list, the required prerequisite time frame shall be calculated backwards from the date the vacancy (e.g. retirement) occurred. When~~

~~an opening for promotion occurs (due to reasons stated in Section 10.1 of Article X) at a time when there is no established (valid) promotional list, the required prerequisite time frame shall be calculated backwards from the posting date of the next final promotional list.~~

~~SECTION 10.5J PROVISION OF COMPONENT SCORES.~~

~~In addition to the scores that are posted per the Rules and Regulations, an employee shall be entitled, upon written request of that employee, to receive a written record of the scores achieved on each of the components of the promotional examination. It is agreed that those involved in the scoring of the points awarded for oral interview, education/military credit, and departmental evaluation shall not be informed of the scores achieved on the written component until after these aforementioned components scores have been determined.~~

~~SECTION 10.6 PROMOTIONAL VACANCY.~~

~~The existence of a vacancy shall be deemed to occur in accordance with Section 20(d) of the Promotion Act. When a vacancy occurs, the appropriate corporate authority shall notify the board. Upon notice from the appropriate corporate authority that a promotional vacancy exists, the Board shall select the individual to be promoted in the manner specified in the Rules and Regulations of the Board of Fire and Police Commissioners of the City of Galesburg, provided that such Rules and Regulations are consistent with the Promotion Act.~~

~~SECTION 10.7 REOPENER FOR PROMOTION TESTING.~~

~~It is agreed by the parties that a committee of six (three from each side) shall meet after the signing of this Agreement to continue to work on refining the promotional process. Issues may include, but are not limited to, Chief's points/Peer review points, use of a fire simulator, and use of an assessment center. It shall be the City's responsibility to keep the Board of Fire and Police Commissioners informed of proposed changes and to seek input from the Board before arriving at a tentative agreement. Any agreement will be taken back to the membership for ratification, and then become part of this Agreement by side letter. If an agreement cannot be reached within ten (10) months before the expiration of the current promotional lists, the promotion process will be as provided in the above sections of this Article X.~~

ARTICLE XI: EMPLOYEE DISCIPLINE AND DISCHARGE

SECTION 11.1 EMPLOYEE DISCIPLINE.

The City may discipline or move to discharge any employee for just cause. The City further agrees that disciplinary action shall be in a timely fashion.

SECTION 11.2 CORRECTIVE.

The City agrees discipline in the Fire Department shall be progressive and corrective, designed to improve behavior and not merely to punish. However, when the severity of an infraction is great, discipline outside the normal progression, up to and including dismissal, may be considered an appropriate remedy. Once the measure of discipline is determined and imposed, the City shall not increase it for the particular act of misconduct unless new facts or circumstances become known. Where the City believes just cause exists to institute disciplinary action, the employer shall have the option to assess the following penalties:

1. Oral reprimand
2. Written reprimand
3. Suspension

~~3.~~4.Demotion

~~4.~~Discharge

5.

Disciplinary action shall be progressive and corrective in nature and not designed to merely punish. The severity of the penalty applied shall be proportional to the gravity of the offense.

In keeping with the parties' agreement that discipline is to be corrective, it is agreed that all files maintained concerning an employee shall be expunged, upon the employee's request, of any reference to ~~their~~^{his} disciplinary history in accordance with the following:

1. Verbal reprimands: Will stay in a separate file in the Fire Chief's office and not sent to the City Manager's office unless further discipline is required.
2. Written reprimands: Removed not later than three (3) years after issuance.
3. Disciplinary suspensions: Removed not later than five (5) years after issuance.

The City may institute disciplinary action against any employee for just cause.

SECTION 11.3 PROCEDURE.

Any and all disciplinary actions against bargaining unit members shall be taken in accordance with the following:

~~SECTION 11.3A DISCIPLINARY ACTION.~~

~~The City may institute disciplinary action against any employee for just cause.
Disciplinary action may consist of any one of the following penalties:~~

- ~~1. Oral Reprimand~~
- ~~2. Written Reprimand~~
- ~~3. Suspension for 30 days or less~~
- ~~4. Demotion~~
- ~~5. Discharge~~

~~Disciplinary action shall be progressive and corrective in nature and not designed to merely punish. The severity of the penalty applied shall be proportional to the gravity of the offense.~~

SECTION 11.3~~A~~^B CHIEF'S AUTHORITY.

The Fire Chief shall have the following disciplinary authority:

1. To reprimand or suspend employees without pay as a disciplinary measure up to a maximum of thirty (30) calendar days. Such disciplinary action shall be deemed final, subject only to an appeal of such discipline in accordance with the provisions of this Article.
2. To file charges against employees seeking the penalties of discharge or demotion.
3. To suspend an employee with pay pending an investigation or the filing of charges.

SECTION 11.3~~B~~^C NOTIFICATION AND GRIEVANCE PROCEDURE.

If the Fire Chief decides to discipline an employee according to section 11.3~~A~~^B(1) or to initiate discipline of an employee according to Section 11.3~~A~~^B(2), the Chief or designee~~he or his designee~~ shall serve written notice of the charges and disciplinary penalty or proposed disciplinary penalty upon the employee involved with a copy to the Union. The employee shall have the right to contest the disciplinary action imposed according to Section 11.3~~A~~^B(1) by filing a grievance only.

If the employee elects (with the approval of the Union) to file a grievance as to the disciplinary action, the grievance shall be processed in accordance with Article V of the Agreement, except that it shall be filed at Step 3 of the procedure. Oral and written reprimands will only be processed through Step 3 and shall not be subject to grievance arbitration.

SECTION 11.3~~C~~^D CITY MANAGER'S AUTHORITY.

City Manager's authority to suspend, discharge, or demote and to suspend pending investigation

or hearing:

1. The City Manager or designee shall have the authority to take final action as to charges for dismissal or demotion filed by the Fire Chief in accordance with Section 11.3B(1). The employee shall have the right to contest the disciplinary action by filing a grievance only. If the employee elects to file a grievance, the grievance shall be filed at Step 4A of the grievance procedure and processed (with the approval of the Union) to arbitration in accordance with the procedures of Article V of the Agreement.
2. The City Manager or designee shall also have the authority to suspend an employee with or without pay pending investigation and/or pending a hearing on charges recommending discharge. When the City Manager or designee makes a tentative decision to suspend for specified misconduct, demote, or to suspend without pay pending investigation or hearing on charges for discharge, prior to implementing the suspension, the City Manager or designee shall notify the Union and meet with the employee involved, and the employee's Union representative if requested by the employee, and inform the employee of the reasons for such contemplated action. The employee and the Union representative, if present, shall be given the opportunity to rebut and/or clarify the reasons for the suspension without pay pending investigation or hearing.

SECTION 11.3~~DE~~ FINALITY OF DECISION AND JUDICIAL REVIEW.

The decision of an arbitrator with respect to any such disciplinary action shall be final and binding on the employee, the Union, and the City, subject only to an appeal in accordance with the provisions of the Uniform Arbitration Act as provided by Section 8 of the IPLRA, 5 ILCS 315/8.

SECTION 11.3~~EF~~ EXCLUSIVITY OF DISCIPLINARY PROCEDURES.

This Agreement is intended to supersede the hearing rights and procedures afforded to employees as to disciplinary action provided by 65 ILCS 1/10-2.1-17 by providing the employee with the right to have a dispute as to disciplinary action resolved through the grievance/arbitration procedure of this Agreement in lieu of a hearing conducted by the Board of Fire and Police Commissioners. Pursuant to Section 15 of the IPLRA and the City of Galesburg's Home Rule Authority, the provisions of this Article with respect to discipline and the appeal and review of discipline shall be in lieu of, and shall expressly supersede and preempt, any provision that might otherwise be applicable under either 65 ILCS 5/10-2.1-17, or the Rules and Regulations of the City of Galesburg Board of Fire and Police Commissioners.

ARTICLE XII: PERSONNEL FILES

SECTION 12.1 PERSONNEL FILES.

The City shall keep a central personnel file for each employee. Supervisors may keep working files, but material not maintained in the central personnel file as of the effective date of this Agreement may not provide the basis for discipline against an employee.

SECTION 12.2 INSPECTION.

Upon appropriate written request to Human Resources, an employee may inspect ~~their~~^{his} personnel file, subject to the following, within seven (7) working days: (a) inspection shall occur during normal working hours, at a time and in a manner mutually acceptable to the employee and the

City. Upon request, an employee who has a written grievance on file who is inspecting ~~their~~his personnel files with respect to said grievance, may have a representative present during such inspection; (b) copies of materials in an employee's personnel file shall be provided to the employeee

upon request. The employee shall bear the cost of duplication; (c) employees will be limited to reviewing their personnel files to four (4) times a year; (d) as provided by current Illinois law, not all documents in an employee's files are available for inspection or copying. Some of these documents are reference checks, test materials or responses to the City with the specific request that it remain confidential; (e) as the City of Galesburg is the official guardian of the personnel records, no employee will be allowed to view their records without a member of the City Manager's office, or ~~his~~ authorized designee, present.

SECTION 12.3 NOTIFICATION.

An employee shall be notified before a formal disciplinary action (written record of oral warning, written warning, disciplinary suspension, or termination) is placed in ~~their~~~~his~~ personnel file. Such notification shall include an opportunity for the employee to sign and date the notification as evidence that he received the notification.

SECTION 12.4 EVALUATIONS.

Upon request, an employee shall be provided a copy of the evaluation form used for the purpose of evaluating ~~their~~~~his~~ job performance. The evaluation shall be discussed with the employee and the employee shall be given a copy after completion and shall electronically sign the evaluation as recognition of having read it.

SECTION 12.5 REBUTTALS.

An employee may file a written rebuttal in ~~the~~~~his~~ personnel file concerning any material in the file.

ARTICLE XIII: CONSOLIDATED TIME OFF

SECTION 13.1 COMPONENTS.

Effective January 1, 2013, in lieu of separate holidays, birthdays, personal days, vacations, and compensatory time off, each employee covered by this Agreement will receive an allotment of hours of paid consolidated time off (CTO) that will vary with seniority and shift or 40-hour assignment, as set forth in Section 13.2. The separate components of consolidated time off, comprising the amounts set forth in Section 13.2, are itemized in Appendix G. For purposes of arbitration under Section 14 of the Illinois Public Labor Relations Act, the components of CTO, as set forth in Appendix G, shall be treated as separate economic issues.

SECTION 13.2 AMOUNTS.

Employees will receive annual CTO, accrued by pay period, as follows:

<u>Shift Employees</u>			<u>40 – Hour Employees</u>	
Years of Service	Annual Hours	PP Accrual	Annual Hours	PP Accrual
0 – 6	262 48	10.08 9.54	198 87	7.62 19
7-13	310 296	11.92 38	234 23	9.00 8.58
14-21	358 0	13.77 46	270 64	10.38 15
22+	406 0	15.38 15.62	302 306	11.62 77

In transition years, additional CTO per the above schedule will be considered to be earned as of the employee's anniversary date.

SECTION 13.3 ACCUMULATION.

A maximum of 492~~68~~ hours of earned but unused CTO for shift employees and 361~~53~~ hours of earned but unused CTO for 40-hour employees may be carried over from one year to the next.

SECTION 13.4 CASH-IN.

In lieu of using CTO, shift employees may cash in a maximum of 96 hours of CTO time annually and 40-hour employees may cash in up to 72 hours of CTO time annually, at the then-applicable hourly rate of pay.

SECTION 13.5 SCHEDULING.

CTO shall be scheduled at times most desired by each employee consistent with historic practice. For purposes of administering this Section only, all employees on a shift (including bargaining unit employees and the Shift Commander assigned to that shift) shall schedule all CTO in the manner described in this Section, with the determination of preference being made on the basis of an employee's length of continuous service within the Department. Employees will not be allowed to schedule or take CTO that has not been accrued at the time of the leave.

1. Initial CTO Scheduling. CTO that is to be scheduled and approved prior to the CTO period (fiscal year) within which it is to be taken must be scheduled in twenty-four (24) hour increments. Any two shift employees may schedule CTO on the same workday during the initial CTO scheduling. Each CTO pick shall consist of one duty day or multiple consecutive duty days. Scheduled Kelly Days shall not be considered a break in consecutive duty days. The initial CTO schedule shall be completed and approved no later than December 15th of each year. Scheduling of CTO for 40-hour employees, which may include scheduling of CTO for City holidays, will be coordinated with the Fire Chief. In the event of a major disaster in the community, the Fire Chief may revoke approval of forthcoming scheduled CTO.
2. -Subsequent CTO Scheduling. CTO that is scheduled and approved within the CTO period (fiscal year) in which it is to be taken may be scheduled in minimum two (2) hour increments. All requests for CTO must be submitted in writing to the Officer-in-Charge. When more than one request is submitted for the same day and/or time, requests will be honored on the first request submitted basis. Subsequent CTO requests submitted prior to the duty day for which such requests are made shall be approved or reasonably denied, based on projected manpower levels, at least one duty day prior to the duty day for which such requests are made. Denial of the request would not forfeit the standing of the request should manpower allow its approval later. CTO requests effective the duty day they are submitted shall be approved should manpower permit. Approved CTO shall not be subject to denial later due to subsequent decreases in manpower. The CTO calendar in the Duty Office at Central Fire Station shall be used to track initial and subsequent CTO requests. CTO requests for 40-hour employees will be coordinated with the Fire Chief. If an individual wishes to cancel all or a portion of the approved CTO, the employee must notify the Duty Officer of the employee's shift or the preceding shift by 0730 hours of the day prior to the shift the CTO is scheduled.

SECTION 13.6 SEPARATION.

Upon separation from employment with the City, each regular non-probationary employee covered by this Agreement shall be entitled to receive payment at the employee's regular straight-time hourly rate of pay as of the date of separation for all unused CTO time.

SECTION 13.7 CONVERSION FORMULA.

For an employee reassigned from a shift schedule to a 40-hour schedule, multiply the employee's accumulated CTO times a conversion factor of .7547. For an employee reassigned_

from a 40- hour schedule to a shift schedule, multiply the employee's accumulated CTO times a conversion factor of 1.325.

ARTICLE XIV: LEAVES

SECTION 14.1 GENERAL LEAVE OF ABSENCE.

The City Manager may, at their~~his~~ discretion, grant a leave of absence to any bargaining unit employee for good and sufficient reason. The City shall, at its discretion, set the terms and conditions of the leave, including whether or not the leave is to be paid. Department heads may recommend vacation, injury, and/or sick leave with pay. Such leaves of absence will be requested in writing and reviewed by the City Manager. During leaves of absence without pay, the seniority of the employee on leave shall remain frozen at the level of the last day of actual employment.

SECTION 14.2 MILITARY LEAVE.

Military leave shall be granted in accordance with applicable law.

SECTION 14.3 JURY DUTY LEAVE.

A permanent employee shall be granted a leave of absence with pay if called for jury duty. Since it is not the intention of the City that an employee receive more compensation for jury duty than they~~he~~ would if they~~he~~ were performing their~~his~~ normal duties, the employee will turn in the jury check to the City when received. Should a jury be dismissed on any particular day, the employee will be expected to return to work.

SECTION 14.4 NON-EMPLOYMENT ELSEWHERE.

A leave of absence will not be granted to an employee to try for or accept employment elsewhere, or for self-employment. Employees who engage in employment elsewhere during such leaves will be terminated by the City.

SECTION 14.5A SICK LEAVE.

Permanent 40-hour employees covered by this Agreement may accumulate sick leave at the rate of 10.6 working hours per month, to a maximum of two thousand twenty-eight (2028) working hours, or at a rate of fourteen (14) hours per month for shift employees, to a maximum of two thousand six hundred and eighty eight (2688) hours.

SECTION 14.5B ROUTINE CARE.

With prior approval and sufficient notice, leave for routine doctor, dental or other medical appointments shall be charged to the employee's regular and/or accumulated sick leave in one (1) hour multiples for the period the employee is off work. All employees must notify their shift supervisor of any scheduled appointment prior to the beginning of their shift. Upon return to work, the employee will give their~~his~~ supervisor a doctor's statement verifying the employee's~~his~~ ability to resume firefighting duties.

SECTION 14.5C ELIGIBILITY FOR PAY.

In order to get sick leave with pay, each employee covered by this Agreement agrees to:

1. Report promptly to the Fire Chief or ~~his~~ designee the reason for their~~his~~ absence;
2. Keep the Fire Chief or ~~his~~ designee informed of their~~his~~ conditions; and

3. Use sick leave only for the purposes set forth in this section and to bear the burden of proof of such sickness if required by the City.

Sick leave with pay may be used only for sickness, injury, or pregnancy of the employee or for absence necessitated by delivery of child by a spouse or by illness, injury, death, or exposure to contagious disease by a member of ~~their~~^{his} immediate family. "Immediate family" is defined as the following relation to the employee or his/her spouse: spouse, parent, step-parent, sibling, child, step-child, grandparent and grandchild. The word "spouse" shall include civil partners.

Presence of the employee must actually and immediately be required for bona fide serious circumstances or emergencies as reasonably determined by the City, and absence from duty shall not exceed the period of actual need.

Sick days should not be considered to be a privilege; they are a fringe benefit which will be allowed only as provided herein. An employee on sick leave is required to act pursuant to reasonable instruction for care. Any employee who fails to meet the requirements of this Article, including failure to provide required medical documentation as provided in Section 16.5D, abuses the sick leave program, including the performance of work or activities off duty that are medically prohibited or restricted while on duty; or files for pay under false pretenses, shall not receive pay and may be subject to disciplinary action.

Sick leave, disability leave, and injury leave are not to be taken concurrently; only one of the three types of leave may be taken at any one time.

SECTION 14.5D CERTIFICATION.

If the City has reasonable grounds to believe sick leave is being abused, it may, at its discretion, require any employee requesting paid sick leave to furnish substantiating evidence or a statement from ~~the employee's~~^{his} attending physician certifying that absence from work was required for medical reasons. A physician's certificate may be routinely required for absences of more than two (2) consecutive duty days, or for sick leave taken immediately before or after vacations or other time off provided by this Agreement, or for sick leave use in excess of four (4) occurrences per calendar year. An occurrence is defined as any continuous period of absence from duty covered by sick leave. The City also may reasonably require a physician's release certifying that the employee is fit to return to work as a condition to the employee's return to work. If there is a conflict between physicians' releases, the parties shall agree on a third person whose determination shall be final. Falsification of any verification of illness may be just cause for disciplinary action, up to and including discharge. Any employee who is found to have fraudulently obtained sick leave may be required to reimburse the City for such sick leave.

SECTION 14.5E SICK LEAVE PAYOUT.

Upon the retirement from City service of an employee who was hired after November 25, 2009, the City shall contribute to the employee's Retirement Health Savings Plan ("RHSP") account the dollar equivalent of thirty percent (30%) of the sick leave ~~he~~^{the employee} has accumulated, per Section 16.5A, as of the time of retirement and at the employee's regular straight time hourly rate of pay, to a maximum of six hundred (600) hours (four hundred fifty-three (453) for a 40-hour employee) to be contributed at the employee's regular straight time hourly rate of pay.

Upon the retirement from City service of an employee who was hired on or before November 25, 2009, the City shall make the maximum contribution allowed by law to the employee's 457 account, up to the dollar equivalent of thirty percent (30%) of the sick leave ~~he~~^{the employee} has accumulated, per Section 16.5A, as of the time of retirement and at the employee's regular straight-time hourly rate of pay, to a maximum of four hundred three (403) hours (three hundred four (304) for a 40-hour employee), with the difference between the maximum 457 contribution and the maximum payout provided by this Section, if any, to be contributed to the employee's RHSP account.

The RHSP contribution and payout provisions of this Section apply to retirement only, and do not involve separation from City service for any other cause or disability leave.

If an employee provides at least three (3) months' notice of retirement, the amount of sick leave contributed will increase by five (5) percent. If an employee provides at least six (6) months' notice of retirement, the amount of sick leave contributed will increase by ten (10) percent. The employee must submit an irrevocable letter of intent to retire in order to be eligible to receive the additional five (5) or ten (10) percent of sick leave.

SECTION 14.6A INJURY, ILLNESS OR PREGNANCY.

In the event an employee is unable to work by reason of illness or injury, including those compensable under ~~workmen's~~ worker's compensation, or pregnancy, the City may grant a leave of absence without pay during which time seniority shall not accrue for so long as the employee is unable to work, except that for a work related injury compensable under worker's compensation an employee shall accrue seniority as set forth in Sections 14.6C and 14.7.

SECTION 14.6B ELIGIBILITY.

To qualify for such leave, the employee must report the illness, injury or inability to work because of pregnancy as soon as the illness, injury or inability due to pregnancy is known and thereafter furnish to the City a physician's written statement showing the nature of the illness, injury or state of pregnancy and the estimated length of time that the employee will be unable to report for work, together with a written application for such leave. Thereafter, during such leave, the employee shall be required to furnish a current report from the attending doctor at the end of every sixty (60) day interval.

SECTION 14.6C WORKER'S COMPENSATION.

If an employee is injured while performing ~~their~~his assigned duties, ~~the employee~~he shall be eligible for paid injury leave not to exceed a total of three hundred and sixty-five (365) calendar days for any one injury or accident. ~~The employee~~He shall be compensated in an amount equal to the salary rate ~~they were~~he was making at the time of the accident based on the salary ordinance.

All injuries must be reported in writing as soon as possible by the employee or ~~the~~his supervisor in order to be eligible for injury leave and also the worker's compensation benefits as provided by the City. The employee shall authorize the City's inspection of ~~their~~his medical records and advise the department of any changes in ~~their~~his status.

Because the payments for worker's compensation benefits are not earnings subject to Federal, State, and F.I.C.A. taxes, and the payments are excludable from earnings for pension fund deductions, the Finance Department may pay for the injury leave in the following manner: (a) Each bi-weekly pay period which occurs during the period of paid injury leave, the employee will receive a check for worker's compensation benefits, the amount of which check shall be computed in accordance with the rules and regulations of the Industrial Commission of Illinois. No deductions of any kind shall be made from this payment; (b) In addition, for each biweekly pay period of paid injury leave described above, the employee will receive a check in an amount equal to the difference between the employee's regular bi-weekly salary and the amount paid as worker's compensation benefits per (a) above. The salary paid per this check shall be subject to all applicable deductions and withholding for various taxes. The withholding of Federal and State taxes and mandatory deductions for pension funds, of course, take precedence over voluntary deductions such as credit union, or union dues, etc.

SECTION 14.7 DISABILITY LEAVE.

If an employee becomes disabled either on or off the job and is disabled from performing

theirhis duty and if the disability persists for one month or more, the permanent employee may be eligible to receive disability benefits under 40 ILCS 5/4-101, et seq. Such disability shall be considered disability leave and such employee may be granted a leave of absence from the City's service for the length of disability. If it appears upon verification by at least three (3) competent nt ~~nt~~

medical authorities that the employee will be permanently disabled, the employee must apply for a disability pension upon the request of their department or division head to the City Manager.

An employee shall not accrue benefits while on temporary or permanent disability leave in excess of three hundred sixty-five (365) calendar days. No employee shall be allowed to return to work without a written release from his attending physician. In the event an employee is reinstated into active service pursuant to the above-referenced Illinois Statutes, and whereupon assigned to duty the employee fails to report to work for five consecutive calendar days, then the employee's status as a municipal employee may be terminated.

SECTION 14.8 BENEFITS WHILE ON LEAVE.

Seniority, sick leave, vacation (or CTO, as the case may be) and employment credits shall not accrue when an employee is on leave without pay, on disability leave or on injury leave in excess of three hundred and sixty five (365) calendar days, except as per sections 14.6C, 14.7 and 16.3. Sick leave, disability leave and injury leave are not to be taken concurrently; only one (1) of the three (3) types may be taken at any one time. Any employee covered by this Agreement in violation of Article VI of this Agreement will automatically forfeit any and all covered benefits that they may enjoy.

SECTION 14.9 LIGHT DUTY.

Light duty for worker's compensation cases will be provided in accordance with the treating physician's restrictions. Light duty for personal injury may be made at the discretion of management subject to work availability and physician's restrictions.

ARTICLE XV: WAGES

SECTION 15.1 GENERAL.

Effective January 1, 2024, pay ranges and pay steps for employees in the classifications of Firefighter and Fire Captain shall be as set forth in the salary schedules attached hereto as Appendix C. Pay ranges and pay steps for employees in the classifications of Firefighter and Fire Captain shall be increased annually by the percentages indicated below:

January 1, 2022	2.25%
January 1, 2023	2.5%
<u>January 1, 2025</u>	<u>4%</u>
<u>January 1, 2026</u>	<u>4%</u>

Employees normally will progress from Step A to Step B at the end of one year's service, and then progress through steps annually thereafter upon their anniversary date until Step E has been reached. Upon completion of five (5) years of service and with one (1) academic year of Fire Science

courses ~~(certificate)~~ as provided for in Section 15.95, an employee will then progress to Step F in their respective pay range. Upon completion of six (6) years of service and with an Associate's Degree or higher level degree in Fire Science as provided for in Section 15.95, an employee will then progress to Step G in their respective pay range.

SECTION 15.2 NEW EMPLOYEES / MERIT INCREASES

The normal beginning rate for a new employee will be the minimum rate in the established range for the class of position. However, the City Manager may, in special cases, authorize initial appointment above the minimum. Incremental steps within established salary ranges are to provide a means of recognizing outstanding performance and continued good service. The City may grant, or fail to grant, such merit pay increases as it solely deems appropriate based upon employee_

performance. Non-merit factors such as Union activity, race, color or creed may not be considered by the City in granting such increases.

SECTION 15.3 40-HOUR INCENTIVE.

As an incentive to volunteer for such positions, an employee (designated as Firefighter (80) or Fire Captain (80)) who is 1) filling a 40-hour position and 2) assigned to the 40-hour schedule shall receive, for so long as both 1) and 2) apply, a wage rate that is two and one-half percent (2 ½%) above the rate established for shift firefighters (designated as Firefighter (106) or Fire Captain (106)) in Appendix C.

SECTION 15.4 LONGEVITY PAY.

After five (5) continuous years of service, each employee covered by this Agreement shall have the following amounts added to ~~their~~^{his} base wages

Years of Service	Increase
After 5 years	2%
After 10 years	4%
After 15 years	6%
After 20 years	8%
After 25 years	10%
*After 30 years	12%

Base pay shall be the bi-weekly salary from the official pay plan as referenced in Appendices B and C of this Agreement for which the employee is eligible, excluding any other pay adjustment or compensation provided.

~~*Applicable to the rank of Battalion Chief only~~

SECTION 15.5 SEVERANCE PAY.

All permanent employees, upon retirement from the City service who are electing to retire under the provisions of the Illinois Firefighters Pension Law because of length of service, shall be entitled to severance pay equal to two (2) weeks actual salary at the time of retirement. This applies to retirement only where City employees have met the requirements of the Illinois Firefighters Pension Law. This is a one-time only benefit and credit will not be given for part-time or temporary service. The City will compute severance pay on actual wages rather than base wages.

SECTION 15.6 PAYROLL DEDUCTIONS.

If the employee so desires, the Finance Department may make certain deductions from ~~the employee's~~^{his} check. Among these are savings and payments to the credit union, United Way contributions political action committee (PAC) contributions and additional withholding tax. All deductions must be requested in writing, dated, and signed by the employee.

SECTION 15.7 DIRECT DEPOSIT.

All fire department members covered by this agreement shall have direct deposit for payroll payments.

SECTION 15.8 ACTING PAY.

A bargaining unit employee who works in a higher capacity for a minimum of three (3) hours

in such higher classification shall receive the rate of pay of the higher classification as acting pay retroactive to the first hour of such consecutive duty time in the higher classification. The

determination as to whether or not the employee has been acting in a higher capacity for three (3) or more hours, and is thus entitled to acting pay, shall be made in accordance with present practice.

SECTION 15.9 APPROVED COLLEGE WORK.

The City shall provide an incentive for full-time employees covered by this Agreement to obtain a level of education beyond that of a high school diploma and the minimum requirements for the positions held by the employee.

Employees may not progress to Step F until completing one (1) academic year of Fire Science courses concurrent with Department practice, and may not progress to Step G until obtaining an Associate Degree or higher level degree in Fire Science from an accredited academic institution.

ARTICLE XVI: GROUP BENEFITS

SECTION 16.1 GROUP MEDICAL COVERAGE.

~~For employees covered by this Agreement, group medical coverage is available from a provider selected by the City Manager, currently the Illinois Department of Central Management Services' Local Government Health Plan. Four plans, which provide certain basic benefits and comprehensive major medical benefits to age sixty five (65) will be made available to permanent full-time employees and their dependents; and to eligible retired employees under the age of 65 and their dependents under the age of 65. Plans of medical coverage that are secondary coverage to Medicare Parts A and B are available to retired employees at age 65 and their dependents at age 65.~~

~~Upon termination of employment for any reason other than retirement, the group coverage shall cease as of the date of the termination of employment. Employees who have been placed on temporary or permanent disability by the Fireman's Pension Fund, and employees who are on injury leave (receiving Worker's Compensation Disability Payments) in excess of three hundred and sixty five (365) calendar days, may remain on the City's group medical plan at the employee's cost until age sixty five (65).~~

Plans, which provide certain basic benefits and comprehensive major medical benefits to age sixty-five (65) will be made available to permanent full-time employees and their eligible dependents, and to eligible retired employees and their eligible dependents. Plans which provide benefits supplemental to Parts A and B of Medicare are available to the aforementioned retired persons upon the attainment of age sixty-five (65). These plans of medical coverage available to the employees and their dependents, whether the employee is an active full-time employee or a retired employee, are dictated by the age of the persons involved.

Continuation of medical benefits will be offered according to Federal Cobra guidelines at group rates, to certain eligible employees and eligible dependents whose coverage would otherwise have terminated upon termination of employment. Former employees and eligible dependents will pay the full group premium cost and must notify the City of their intention to continue the coverage within sixty (60) days beginning on the date that coverage would have terminated under the group health plan. Details of these benefits are further explained in the Employee Health Plan Document.

SECTION 16.2 PERMANENT FULL-TIME EMPLOYEES AND DEPENDENTS.

Each plan coverage month begins on the first day of the calendar month. Employees under this Agreement will be eligible for the medical coverage on the first day that the employee commences to work. An eligible dependent shall include the covered employee's spouse, eligible dependent children, and civil union partner, as per the current plan provisions.

During the term of this Agreement, employees covered by this Agreement will contribute the

monthly amounts specified in Appendix H toward the premium cost of group medical coverage under the City's plan. During the term of this Agreement, modifications to plan benefits, including but not limited to changes in coverage, deductibles, co-pays and out-of-pocket maximum payments, may occur as necessary to maintain plan solvency. Any such modification shall be subject to the provisions of Section 16.8 of this Agreement.

SECTION 16.2A HEALTH SAVINGS ACCOUNT (HSA)

For employees who elect coverage under the "High Deductible Plan" the City will make a contribution of \$750 for single coverage and \$1,500 for family coverage to a Health Savings Account (HSA) for each plan year. ~~City agrees that during the calendar year 2018, one half of the HSA contribution shall occur in January and the other half shall be paid in July. For calendar years 2019 and 2020,~~ HSA contributions shall only be made in ~~July~~ January. Employees who elect coverage under a plan other than the "High Deductible Plan" are not eligible for an HSA and no City contribution will be made. ~~For employees who switch from any other plan to the high deductible plan~~

~~in January of 2018, the City shall make an additional contribution of \$375 for single coverage and \$750 for family coverage to a Health Savings Account. This shall be a one-time option available only during this limited time period.~~

SECTION 16.3 EMPLOYEES ON DISABILITY OR INJURY LEAVE.

Subject to the City's group coverage plan, an employee on disability leave may remain in the group medical plan but the employee must pay the full employee premium, except for an in the line of duty disability as noted below, and the full dependent's premium.

Subject to applicable provisions of Federal and Illinois state statutes an employee on injury leave (worker's compensation leave) may remain in the group medical plan and the City will continue to pay the employee's premium and the City's share of the dependent's premium as provided for in Section 16.2, except where such leave exceeds three hundred and sixty-five (365) calendar days (Section 16.1). Subject to applicable provisions of Federal and Illinois state statutes, if an employee is disabled in the line of duty, the City will pay the employee-only premium so long as the disabled employee is prevented from being gainfully employed elsewhere. If a disabled employee takes employment elsewhere and is eligible to be covered by that employer's group medical plan, the City premium payments for the employee shall cease.

SECTION 16.4 RETIRED EMPLOYEES AND DEPENDENTS.

A firefighter who is removed from the City's active payroll because of retirement as a deferred pensioner, retirement from active service, or disability retirement, shall have such rights to continued coverage under the City's group medical plan as are provided by State statute, currently codified as 215 ILCS 5/367f. In addition, except as otherwise provided in Section 16.1 and/or Article XVII of this Agreement, the City will bear the cost of the total premium of the employee only coverage to age sixty-five (65). Further, should any employee under the age of fifty (50) opt for retirement after twenty (20) years or more of service with the City of Galesburg and who also meets the service requirements for pension benefits under the provisions of the various City pension plans, then that employee may remain in the City's medical plan at his own expense to age sixty-five (65). If any covered person attains the age of sixty-five (65), be it the retired employee or a dependent, then said employee or dependent is eligible for coverage secondary to Medicare as described in the first paragraph of Section 16.1. That person at the age of sixty-five (65), be it the retired employee or dependent, immediately becomes eligible for the coverage secondary to Medicare and all other coverage is terminated in regard to that person.

SECTION 16.5 OPT OUT RIGHT.

Any employee who is employed and covered by this Agreement as of the date of ratification by both parties shall have the right to opt out of (waive) the City's obligation to pay the cost of retiree health benefits as provided in Section 16.4. In consideration of such a waiver, the employee shall be entitled to the retirement health benefits provided under the Retiree Health Savings Plan ("RHSP") set forth in Article XVII. Such waiver rights shall be exercisable during open enrollment periods established at least annually by the City. Once an employee exercises their right to waive the premium payment obligations of the City under Section 16.4 they shall be covered by the provisions of Article XIX and, while retaining any statutory right that they may have to remain in the group covered by the City health plan, shall no longer be eligible for City-paid health care coverage as provided by Section 16.4. Such opt-out election shall be irrevocable.

SECTION 16.6~~5~~ UNION AND MANAGEMENT LIABILITY.

The failure of any plan of medical coverage to provide any benefit for which it has contracted,

shall result in no liability to the City or to the Union, nor shall such failure be considered a breach by the City or Union of any obligation undertaken under this or any other Agreement. However, nothing in this Agreement shall be construed to relieve any plan of medical coverage from any liability it may have to the City, Union, employee, or beneficiary of any employee. The terms of any contract or policy issued by a plan of coverage shall be controlling in all matters pertaining to benefits hereunder.

SECTION 16.76 RIGHT OF CONSULTATION.

A difference or conflict between any employee (or ~~his~~ covered dependents) and the plan of coverage regarding claims or coverage shall not be subject to the grievance procedure provided for in any collective bargaining agreement between the City and the Union. Any questions or concerns involving claims or coverage shall be referred to the City Manager's office for clarification.

SECTION 16.87 HEALTH BENEFITS ADVISORY COMMITTEE.

Two (2) members of Local #555 shall be allowed to sit in on all Health Benefits Advisory Committee meetings. This will be a non-voting position, however, said employees will be allowed to give ~~their~~^{his} advice regarding proposed changes in the coverage of City employees. Further, the City shall give proper notice to all members of the committee at least two (2) days prior to said meeting.

SECTION 16.98 ECONOMIC IMPACT NEGOTIATIONS.

In the event that premium costs increase or any coverage or benefit is decreased during the term of this Agreement, the Union may elect to open the issue of medical coverage with the City, for the purpose of good faith negotiations over the economic impact of any such change, by serving notice on the City within thirty (30) days of such increase or decrease. Such negotiations shall commence not later than fifteen (15) days after such notice is served.

This provision shall not preclude the City from, as may be deemed necessary, making changes in benefits as provided in Section 16.2, changing service vendors, or passing on to employees their share of premium increases except as otherwise provided for in Section 16.2. The fact of any such change shall not be grievable by the Union; nor shall the City be required to make changes applicable only to firefighters in the City-wide medical plan. This provision is intended to afford the Union the opportunity to negotiate in good faith with the City the economic impact of any such change.

SECTION 16.109 GROUP DENTAL PLAN.

~~For employees covered by this Agreement, group dental coverage is available. A plan which provides certain benefits is available to permanent full-time employees and their dependents. The City will pay the employee's dental premium. The employee will pay for dependent coverage if desired.~~ For employees covered by this Agreement, a group dental plan is available from a company selected by the City Manager. A plan which provides certain benefits is available to permanent full-time employees and their dependents who enroll in the group health plan. The cost for these plan benefits is included in the group health plan costs as stated in Appendix H.

SECTION 16.110 I.R.C. SECTION 125.

The City will extend its I.R.C. Section 125 Plan to members of the bargaining unit, so long as such plan continues to be authorized by the Internal Revenue Code.

SECTION 16.112 LIFE INSURANCE.

The City will provide \$10,000 in term life insurance for each employee covered by this Agreement.

ARTICLE XVII: RETIREE HEALTH SAVINGS PLAN

SECTION 17.1 ESTABLISHMENT.

The City shall establish a Retiree Health Savings Plan (RHSP) through the ~~ICMA Retirement Corporation ("ICMA-RC")~~ MissionSquare Retirement and RHSP accounts shall be established for all employees. The City's participation in the RHSP shall be in accordance with the terms and conditions of the RHSP participation agreement.

SECTION 17.2 REGULAR CONTRIBUTIONS: NEW AND OPT-OUT EMPLOYEES.

Employees who are hired after the date of ratification of this Agreement by both parties ("new employees") and those current employees who elect irrevocably to opt out of (waive) the City's

obligation to pay health insurance premiums for them upon retirement, as provided in Section 16.5 (“opt-out employees”), shall be entitled to retiree health insurance by means of their participation in the RHSP but shall not be eligible for City-paid health insurance premiums upon retirement as provided by Section 16.4. For each such new employee and opt-out employee, the City shall contribute on or about the first payroll date in January (“the contribution date”) during each year of this Agreement remaining after the date of ratification of the Agreement by both parties, or upon the successful conclusion of an employee’s probationary period, if later, \$1,000 plus .25 percent (one-quarter of one percent) of annual salary as of the contribution date to the employee’s Retiree Health Savings Plan account maintained by Mission Square Retirement.

~~Employees who are hired after November 25, 2009, shall be entitled to retiree medical coverage by means of their participation in the RHSP. For each such new employee and opt-out employee, the City shall contribute on or about the first payroll date in January (“the contribution date”) during each year of this Agreement, or upon the successful conclusion of an employee’s~~

~~probationary period, if later, \$1,000 plus .25 percent (one-quarter of one percent) of annual salary as of the contribution date.~~

SECTION 17.3 MATCHING CONTRIBUTIONS.

Each active employee covered under this agreement shall contribute via payroll deduction \$25 per month into ~~their~~^{his} RHSP account; the City shall match the amount of each such contribution by contributing \$25 per month into the current employee's RHSP account.

SECTION 17.4 INCENTIVE CONTRIBUTIONS.

As a sick leave non-use incentive, the City will contribute, at the applicable rate of pay as of the first pay period following the beginning of a calendar year, a contribution equal to 72 hours of pay for any eligible shift employee (54 hours for a 40-hour employee) who does not use any sick leave during the previous calendar year, a contribution equal to 48 hours of pay for any eligible shift employee (36 hours for a 40-hour employee) who used one (1) day (24-hour day for a shift employee or 8-hour day for a 40-hour employee) or less of sick leave use during the previous calendar year, and a contribution equal to 24 hours of pay for any eligible shift employee (18 hours for a 40-hour employee) who used more than one (1) but not more than two (2) days of sick leave (24-hour days for a shift employee or 8-hour days for a 40-hour employee) during the previous calendar year. For purposes of this Section, a one-day bereavement period shall not count as sick leave use and, for 40-hour personnel only, up to four (4) hours of released time for routine doctor and dental appointments do not count as sick leave use. In order to be eligible for such incentive contributions, the employee must have at least thirty (30) days of sick leave in ~~their~~^{his} sick leave bank.

SECTION 17.5 SAVINGS PROVISION.

It is the intention of the parties that the Retiree Health Savings Plan set forth in this Section shall be administered through ~~ICMA-RC~~^{MissionSquare Retirement} as long as it is mutually agreed and legally permitted. Should it occur that, because of circumstances beyond the control of the parties or in the exercise of legally-mandated City prerogatives, the plan administered by ~~ICMA-RC~~^{MissionSquare Retirement} should be terminated, the City agrees that the RHSP trust accounts maintained by ~~ICMA-RC~~^{MissionSquare Retirement} shall be transferred to a voluntary employee beneficiary association (VEBA) plan established under Internal Revenue Code Section 501(c)(9), or the then legal equivalent thereof, and the City's contribution obligations under this Section shall become VEBA contribution obligations. The VEBA to which such contributions are made shall be one selected by mutual agreement of the parties upon notice by the City and the opportunity to bargain over the selection, with such bargaining being subject to resolution by interest arbitration in the event of a failure to agree.

ARTICLE XVIII: PENSIONS

During the term of this Agreement, employees shall continue to participate in the Firefighter's Pension Fund in accordance with and subject to the provisions of the Statutes of the State of Illinois now applicable or as they may hereafter be amended.

ARTICLE XIX: RESIDENCY

All employees are required, as a condition of their continued employment with the City, to maintain their principal residences within the state of Illinois, and within a radius of ~~twenty-fourty-five~~ ⁽⁴⁵²⁰⁾ miles, by straight-line radius and not as determined by means of a surface streets and

roads measurement from Galesburg City hall. This residence requirement shall be construed to mean actual “in fact” living and residing within_

the area described herein. Any person appointed to a permanent City position shall become a resident of the described area within thirty (30) days after the expiration of such employee's probationary period if the employee is to be continued in the City's service. Response time requirements are independent of residency requirements.

ARTICLE XX: MISCELLANEOUS PROVISIONS

SECTION 20.1 ACCEPTANCE OF GIFTS.

No gift or favor given because of ~~their~~^{his} employment with the City of Galesburg shall be accepted by a City employee.

SECTION 20.2 DEFAULT ON PREMIUMS.

All medical plan premiums which are the sole responsibility of any current or retired employee due the City must be submitted on a timely basis. Unless previous arrangements are made and approved by the City, failure to pay such premiums may result in termination of coverage without liability to the City.

SECTION 20.3 DRIVER'S LICENSE.

Employees designated by the City to drive firefighting equipment shall be required to obtain and maintain an appropriate driver's license within thirty (30) days of employment. The City agrees to provide equipment and reasonable training on work time to assist employees in obtaining such driver's license. Employees will be allowed to take the driver's test during working hours at a time designated by the City.

SECTION 20.4A SERVICE OF NOTICES.

Notices hereunder shall be deemed to have been adequately given if served by registered mail upon the persons named below at the address indicated, unless otherwise notified in writing:

Notice to the Union shall be addressed to:
President, I.A.F.F., Local #555
150 South Broad Street
Galesburg, Illinois 61401

Notice to the City shall be addressed to:
Human Resource Manager
City Hall
55 West Tompkins Street
Galesburg, Illinois 61401

A basket will be placed in the Central Fire Station Duty Office for these notices and mail.

SECTION 20.4B EMPLOYEE NOTICES TO EMPLOYER.

Employees shall notify their supervisor within seventy-two (72) hours or the next working day, whichever occurs sooner, of any changes in address, telephone number or marital status. The supervisor will inform the Human Resource Manager immediately of any such transactions in order to update the central personnel records.

SECTION 20.4C UNION NOTICE TO EMPLOYER.

The Union agrees to furnish the City with an up-to-date list of all of its officers and to immediately notify the City of any changes thereto.

SECTION 20.5 ORDERLY OPERATIONS.

The City may prepare, issue and enforce rules and safety regulations necessary for the safe, orderly and efficient operations of the City, consistent with this Agreement.

SECTION 20.6 OUTSIDE EMPLOYMENT.

Permanent City employees may not carry on, concurrently with City employment, any private business, undertaking or employment that affects the time or quality of their work, or which casts discredit upon or creates embarrassment for the City government.

SECTION 20.7 PERSONAL USE OF CITY PROPERTY.

The use of City property for personal use is prohibited.

SECTION 20.8 PHYSICAL FITNESS.

It shall be the responsibility of each employee to maintain the standards of physical fitness required for performing ~~their~~his job. Whenever a department or division head feels that the physical condition of an employee is endangering ~~his~~the employee's own health, or the safety of ~~his~~their fellow workers, the employee may be requested to submit to a medical examination by a physician without expense to the employee which shall only be for the purpose of determining ~~his~~the employee's physical condition relative to City employment.

The employees covered by this agreement shall be required to submit to the Physical ~~Performance Test set forth below once each year.~~Performance Test set forth below once each year. All bargaining unit members are required to complete this test and have their completion time validated by the Training Captain and a member of the City Fire Management staff. ~~The completion time shall remain confidential.~~

The City will contribute, at the applicable rate of pay as of the first pay period following the beginning of a calendar year, a contribution equal to 16 hours of pay for any eligible shift employee (12 hours for a 40-hour employee) that meets the following criteria:

- Completes all portions of the annual Departmental Medical Evaluation or provides documentation of an annual wellness physical from personal physician
- Completes the current physical agility course

~~Bargaining unit members that complete the test in three minutes and 38 seconds (3:38) or less shall receive an additional twelve (12) hours of CTO added to the annual allotment for the next year to be scheduled after all regular vacation scheduling has been completed and subject to the regulations of Article XIII (Consolidated Time Off) of this Agreement. A bargaining unit member may choose to cash in any or all of these twelve (12) hours of CTO during the next calendar year in addition to the 96 hours of allowable CTO cash in outlined in Section 13.4 of this Agreement.~~

Bargaining unit members who fail to complete the test, or whose completion time is in excess of seven minutes (7:00) shall be required to complete the Physical Performance Test every three (3) months until they reach a completion time below seven (7:00) minutes. If a bargaining unit member fails to complete the test in seven minutes or less in three successive quarters, that information will be forwarded to the department physician to assist in recommendations to improve the employee's fitness level. The failure of a bargaining unit member to complete the test in seven minutes or less shall not be used in a punitive manner.

Testing shall be administered by the department and may be monitored by a Union representative with the employee's consent. Testing shall be conducted in a time frame after annual department physicals have been conducted, but prior to annual CTO scheduling.

~~City and the Union agree to discuss, with the intent of reaching agreement, adjustments to these completion times which may be necessary after conclusion of the first year of testing. If the parties fail to reach an agreement regarding adjustment of these times, either party may raise the issue during negotiations for a successor to this Agreement.~~

Galesburg Fire Department Physical Performance Test

Required Gear

Full turnout gear (including gloves) with SCBA. Nomex hoods are optional. Extrication gloves may be worn in place of firefighting gloves.

Course Tasks and Rules

Task 1 - High-rise Stair-climb Evolution:

The course begins at the base of the stairs on the first floor of the burn tower with one (1) hand touching the accordion hose and “on air”. Time begins when the hose is raised to the shoulder. Carry a 50’ accordion section of 2 ½” attack line to the fourth (4th) floor of the burn tower. Running up the stairs and taking as many steps as possible is permitted. After reaching the fourth (4th) floor, carry the hose (walking) toward the window and drop the hose in the designated location.

Task 2 – Hoist Evolution:

With Hand-over-hand motion, pull a 50’ rolled section of 2 ½” attack line attached to ½” utility rope to the fourth (4th) floor of the burn tower. Place the hose in the designated location just inside the window opening. Walk back down to the first (1st) level of the burn tower making contact with each step. After returning to the first (1st) level, walk to the chopping simulator located just outside the opening to the burn tower.

Task 3 – Chopping Evolution:

Using a 9# dead-blow hammer, drive a length of railroad tie a distance of five feet (5’). You must “strike” the tie. Hooking or dragging the tie will result in the assessment of a fifteen (15) second penalty added to the total time. After driving the tie, drop the sledgehammer and walk a serpentine path a distance of 140’ to the next task.

Task 4 – 1 ¾” Hose Advance:

Pick up the nozzle and place it over the shoulder. Advance (walking) the 100’ length of charged 1 ¾” hose a distance of 75’, crack the nozzle and place it in the designated location. Walk 30’ to the next task.

Task 5 – Victim Rescue Evolution:

Lift the 145# dummy under the arms and drag it backwards a distance of 100’ and place it in the designated location. Total time ends at the completion of this task.

SECTION 20.9 RULES AND REGULATIONS.

All rules, regulations, and departmental orders shall be issued in writing to all bargaining unit employees. The Employer and the employees agree to adhere to those rules, regulations and orders unless and until they are changed in writing.

SECTION 20.10 PRINTING OF THE AGREEMENT.

The City shall ~~be responsible for the printing of twenty five (25) copies of this Agreement and shall provide the Union an opportunity to proof the Agreement prior to printing. The cost of~~

~~printing the Agreement shall be shared equally by the parties. The City shall distribute one (1)~~make this Agreement available on the City's website and Intranet.

~~copy to each bargaining unit member covered by this Agreement, and shall also provide each new bargaining unit member with a copy within one (1) pay period within their date of hire. This Agreement shall be printed by a Union printer of the City's choice, unless an alternative printing arrangement is mutually agreed to by Local #555 and the City.~~

SECTION 20.11 MANNING LEVELS.

Minimum manning shall be as established by the Fire Chief's General Order #2 Manpower. If the Chief decides to change the manning levels, ~~he~~ the Chief shall circulate a proposed new General Order incorporating the change. If the union wishes to bargain over the change, it shall notify the Chief, who shall then delay implementation of the changes for 30 days to allow for bargaining with the union during that period. During bargaining, the union shall be provided with the reasons for the change and the union shall have the opportunity to present alternatives to the change. After consideration of proposed alternatives, the Chief may implement the change unless the union has presented clear and convincing evidence that the change is unwarranted or unnecessary.

Manning shall be defined as qualified individuals that are capable of performing and providing firefighting suppression activities by means of holding certification known as "Firefighter II" and/or "Basic Operations Firefighter". All new employees shall be sent to a state certified training academy within the first year of employment, unless the new member has graduated from a state certified training academy, to achieve certification as "Firefighter II" and/or "Basic Operations Firefighter". The City shall assume the cost of such training, to include overnight lodging, transportation or mileage reimbursement, and a reasonable per diem.

SECTION 20.12 TELEPHONE.

All employees shall be required as a condition of continued employment, to obtain and maintain an operating telephone.

SECTION 20.13 VOTING TIME.

Employees shall be allowed the opportunity to vote in any federal, state, or local general election during work hours.

SECTION 20.14 PERSONNEL RULES.

The City's Personnel Rules are not applicable to bargaining unit employees.

SECTION 20.15 ORIENTATION AND LAPEL PINS.

The Union will be allowed an opportunity to have a one (1) hour orientation during the first (1st) week of employment with all new hires to explain the role of the Union and the benefits of membership. Bargaining unit employees will be permitted to wear the I.A.F.F. Union lapel pin on their uniforms at work in accordance with departmental rules.

SECTION 20.16 PROTECTIVE CLOTHING.

The employer shall provide protective clothing, and the employee shall continue to receive station uniforms according to the current practice of the parties. Station uniforms will be provided by the employer. The City shall make efforts to secure grant funding to provide for two (2) sets of firefighting P.P.E. for all bargaining unit members to include but not limited to: bunker gear, nomex hood, and gloves.

SECTION 20.17 CLASS A DRESS UNIFORMS AND STATION UNIFORM COMPONENTS.

~~Effective January 1, 2015,~~ an employee who completes ~~his~~-their probationary period ~~after this date~~ shall be provided by the City with a Class A Dress Uniform, according to the current Department specifications, at no cost to the employee. This uniform shall be provided within ninety (90) days after the expiration date of the employee's probationary period. A shift Firefighter shall be provided with an annual trade-in allowance of up to ~~\$250~~-500 for replacement of work shoes, belts, Class A uniform upgrades and approved T or polo shirts upon submittal of receipts. Firefighters are required to buy short pants.

For 40 hour employees, a clothing allowance of \$400 will be provided.

SECTION 20.18 REIMBURSEMENT FOR LOSS OF PERSONAL ITEMS

Employees covered by this agreement will be reimbursed for loss of personal items (including but not limited to: gloves, eyeglasses, contact lenses, personal tools and uniforms) destroyed or damaged in the line of duty in an amount not to exceed \$250 per occurrence.

ARTICLE XXI: APPRENTICESHIP AND LIAISON OFFICER PROGRAM

The Union agrees to cooperate with the Employer in the Apprenticeship and Liaison Officer Program. There shall be created an Apprenticeship and Liaison Officer Committee jointly established by the Employer and the Union, with equal representation. This Committee shall be charged with the responsibility of developing the guidelines for developing, implementing and administering such programs.

The Committee shall administer the Liaison Program to effectuate the purpose of development a corps of individuals from the community, representing industries, hospitals, financial institutions and the like, to serve as liaison personnel to the Galesburg Fire Department in the event of fire or other emergency at their facility. Such liaison officers will also be used by the Galesburg Fire Department as an auxiliary firefighting unit in the event of a major disaster in the community. Such persons will not be assigned to enter buildings or residences for the purposes of fire suppression, but will be limited to perimeter work, assisting the firefighters in the event of such a major disaster. They will be at all times under the direct supervision and control of the Chief of the Galesburg Fire Department or ~~their~~^{his} assignee. They will wear uniforms and protective clothing that is distinctive from those of the bargaining unit members. Except in the case of such a major disaster, liaison officers will not perform the duties of firefighters and their duties shall be confined to providing information and other similar support services to the Galesburg Fire Department concerning their facilities. No such liaison officer will be summoned except if needed in an advisory nature nor perform any duties of any kind outside those of an advisory nature at the scene of a fire or similar emergency unless all bargaining unit members have been called back for duty because of the emergency.

Apprentice firefighters will be trained and assigned according to the guidelines developed by the Committee. Such persons shall be provided a uniform and protective clothing that is distinctive from that used by the bargaining unit members. Due to their lack of experience, and the possibility of injury to themselves, the public, and the bargaining unit members, apprentices will not be permitted to enter a building or a residence that is on fire. Apprentices will not be paid for their services and will not receive preferential treatment or consideration in the hiring process to become a member of the classified firefighting service of Galesburg.

In the event of a dispute among Committee members that cannot be resolved, the parties agree to refer the difference of opinion to a third party neutral for resolution, as per details and limitations to be mutually agreed for inclusion as an addendum to the contract to include a dispute mechanism for resolving cases of impasse positions of the Committee.

ARTICLE XXII: MAINTENANCE AND FUTURE DEVELOPMENT OF THE TRAINING SITE

The Hawthorne Training Site shall be recognized as an integral part of the Galesburg Fire Department facilities. Recognition of this therefore extends certain job responsibilities of bargaining unit members to that facility, including:

Maintains the Training Site's permanent structures and facilities to the effect of: maintains order and cleanliness of apparatus, tools, and equipment; sweeps and cleans or vacuums all floors and carpets; cleans and keeps sanitary the bathroom and kitchen areas including toilets, lavatories, showers, counters, cabinets, and appliances. Maintains order the cleanliness of classroom equipment and instructional aids.

Maintains and performs minor repairs of firefighting equipment, vehicles, and apparatus which may be stationed at the Training Site for training purposes.

Participates in the preparation, execution, and clean up operations arising from training activities implemented by the Department for the benefits of offering training opportunities to Department members together with other professional members or groups.

These duties and responsibilities arise from the conduct of regular Fire Department affairs and training activities. Utilization of the training facilities by outside departments, agencies, organizations, or affiliations will require their support in maintaining the order and cleanliness of training site facilities and equipment utilized in the conduct of these outside activities.

The Employer agrees to accept the primary responsibility of maintaining the physical grounds of the Training Site through its other departments by including the Training Site in its regular pattern of grass mowing and snow removal at the Hawthorne Complex. Firefighters shall assist in grounds upkeep by trimming grass, weeds, and brush in areas not easily accessible to large equipment. Firefighters shall use snow blowers and other equipment provided by the Employer to clean sidewalks and other areas not clearable by City plow trucks.

The City may add additional firefighting duties to the foregoing by serving notice of such addition to the Union. This shall not prevent the Union from grieving the question of whether such additional duties are related to firefighting.

Activities involved in the further development of the Training Site performed outside regular duties as outlined under the Job Description (Appendix B) will be considered as voluntary contributions by bargaining unit members.

The Union shall not interfere in any manner with the voluntary work of a bargaining unit member as it relates to equipment, grounds or facilities.

ARTICLE XXIII: JOB DESCRIPTIONS

The job descriptions for bargaining unit members are set forth in Appendix B.

ARTICLE XXIV: SAVINGS CLAUSE

If any provision to this Agreement, or the application of such provision should be rendered or declared invalid by any court action or by reason of any existing or subsequently enacted legislation, by the State of Illinois or the United States of America, the remaining parts or portions of this Agreement shall remain in full force and effect. The parties shall attempt to renegotiate in good faith the invalidated provisions.

ARTICLE XXV: ENTIRE AGREEMENT

This Agreement supersedes and cancels all prior practices and agreements, whether written or oral, unless expressly stated in the Agreement, as to those matters specifically stated in this Agreement.

ARTICLE XXVI: AMENDMENTS

This Agreement may be amended only by mutual written agreement of the parties. Such amendments shall be lettered, dated, and signed by the parties and they shall constitute a part of this Agreement.

ARTICLE XXVII: TERMINATION

This Agreement shall be effective as of the day after the contract is executed by both parties and shall remain in full force and effect until 11:59 p.m. on the thirty-first (31) day of December 2026³. It shall be automatically renewed from year to year thereafter unless either party shall notify the other in writing at least one hundred twenty (120) days prior to the anniversary date that it desires to modify this Agreement. In the event that such notice is given, negotiations shall begin no later than ninety (90) days prior to the anniversary date. This Agreement shall remain in full force and be effective during the period of negotiations.

Resolution of disputes as to the terms of the successor agreement shall be in accordance with the procedures of Section 14 of the IPLRA except that the impartial chairman of the arbitration panel shall be selected in accordance with the procedures provided for the selection of an arbitrator specified in Section 5.4 of this Agreement.

APPENDIX A

AUTHORIZATION FOR I.A.F.F. UNION DUES AND ASSESSMENTS

I hereby authorize the Finance Department to deduct from my earnings the regular monthly dues, and any annual assessments, uniform in dollar amount, in the amount certified by the Financial Officer of the Union; and further authorize the remittance of such amounts to said local Union in accordance with the currently effective agreement between the City of Galesburg and local Union. This authorization is revocable by a notice in writing by certified mail to the Finance Department with a copy to the said local Union.

I hereby waive all right and claim for said monies so deducted and transmitted in accordance with this authorization and further and separately relieve the City, and department of the City, the Union, and all their officers, representatives or agents from liability therefore.

APPENDIX B

JOB DESCRIPTIONS

FIREFIGHTER - FIRE DEPARTMENT.

Under direct supervision, combats and extinguishes fire; protects life and property through firefighting activities and the performance of hazardous tasks under emergency conditions and stress; participates in a program of emergency medical services; assists in the routine maintenance of department vehicles, apparatus, equipment, and physical facilities; receives training in methods and techniques related to firefighting; participates in the fire prevention and protection program.

Responds to fire alarms; uses chemical extinguishers, bar, hooks, lines, axes, and ladders to extinguish and/or prevent the spread of fire and protect lives and property; ventilates buildings, holds hose nozzle and directs water streams; may evacuate individuals from the fire and administer first aid to fire victims; participates in salvage and overhaul of equipment.

Drives and operates a pumper or ladder truck and/or rescue van; determines and takes most rapid route to the scene of the fire; positions truck, operates truck controls to regulate pressure and an amount of water flow or assure optimum of utilization of aerial ladders; distributes equipment from the truck to other fire fighters; assists and supervises the reloading of the truck.

Connects hydrant to pumper truck; turns on hydrant, lays hose lines as directed, checks couplings, and straightens hose.

Performs emergency rescue and provides emergency medical treatment in life-threatening situations, including fires, accidents and illnesses; gives necessary immediate treatment to distressed victims using life saving equipment; assures hospital and/or ambulance is contacted as required; may drive emergency van. Employees shall secure certification as an Emergency Medical Technician (minimum EMT or higher) within twelve (12) months of their date of hire and retain that certification as a condition of employment.

Receives continuous training in firefighting methods, techniques and equipment; participates in critique of firefighting operations after major fires; participates in the review of pre-fire plans for schools, nursing homes and hospitals.

Maintains and performs minor repairs of firefighting equipment, vehicles and apparatus. Participates in home awareness programs and Fire Prevention Week; provides tours of the firehouse; gives speeches to civic and school groups and interprets fire programs to community groups; may act as desk watch or historian at the fire station.

Prepares records and reports such as fire reports and equipment records; provides guidance, instruction and training to other firefighters; may assist Training Instructor as required.

Cleans and maintains fire station facilities; operates offset printing equipment when assigned. Firefighters shall continue to mow the grass at outlying stations and shall perform laundry duties according to the current practice.

With regard to snow removal from the apparatus aprons of fire department facilities, the Employer agrees to have its snowplows clean as part of their regular pattern of snow removal in the City. Firefighters shall use the snowplows, blowers, and other equipment provided by the Employer to clean the sidewalks and other areas not clearable by the City's snowplow trucks. If a fire emergency occurs, and it is necessary to clear an exit path for Fire Department vehicles, bargaining unit members agree to do so.

The City may add additional firefighting duties to the foregoing by serving notice of such addition to the Union. This shall not prevent the Union from grieving the question of whether such additional duties are related to firefighting.

The Union shall not interfere in any manner with the voluntary work of a bargaining unit member as it relates to equipment, grounds or facilities.

Firefighters shall perform the duties of a superior officer as assigned. Firefighters shall perform other duties as assigned or required.

FIRE CAPTAIN - FIRE DEPARTMENT.

Any firefighter promoted to Fire Captain shall maintain EMT or higher certification. Under direction, functions as station commander during an assigned shift for an outside firehouse or serves as an administrative aide; supervises an on-going program of facility and equipment maintenance and directs and participates in the containment and suppression of fires; conducts training programs; prepares and maintains a variety of records and reports.

Supervises all activities at an outside fire station for an assigned shift; directs staff in an on-going program of vehicle, equipment and facility maintenance; conducts in-service training and drills of subordinates in firefighting methods and techniques; maintains discipline, evaluates performance and abilities of staff.

Supervises subordinates and participates in the containment and suppression of fires; determines best method of extinguishing fires; directs the operation of pumping equipment, laying of hose lines, rescue of individuals, ventilation of buildings, etc.; directs work of firefighters or assists in their direction when relieved by a superior officer.

Directs staff and participates in home awareness and other fire prevention programs.

The City may add additional firefighting duties to the foregoing by serving notice of such addition on the Union. This shall not prevent the Union from grieving the question of whether such additional duties are related to firefighting.

The Union shall not interfere in any manner with the volunteer work of a bargaining unit member as it relates to equipment, grounds or facilities.

Prepares records and reports of fires, and station and staff activities; recommends and substantiates need for the purchase of new vehicles or equipment.

Serves as administrative aide; prepares, coordinates and maintains a variety of records and reports, such as time and pay records, personnel records, fire inspection reports, fire loss reports, station work activities, and supplies and equipment inventories; reviews building plans and assures compliance

with Fire Codes; coordinates releases to the media; may assist in the preparation of the budget proposal and prepares statistical information to evaluate existing or proposed programs.

Serves as training instructor for an assigned shift; teaches scheduled classes in firefighting techniques, equipment, methods and practices; coordinates or conducts special training programs; prepares related reports.

Assumes responsibility for acting as Battalion Chief in the absence of the superior. Performs other duties as required or assigned.

BATTALION CHIEF – FIRE DEPARTMENT

GENERAL DESCRIPTION

This is a full time, shift assigned position working a 24-hours on / 48-hours off schedule. Under the direction of the Fire Chief this position is responsible for planning, organizing, supervising, and directing activities of employees on an assigned shift, often through a subordinate supervisor (Captain). These activities include fire suppression; training; maintaining equipment, supplies, and fire stations; pre-planning for fires; implementing departmental and City personnel policies; educating the public, and conducting fire inspections. Incumbent is responsible for the welfare of personnel in their command and civilians during incidents. The position requires a broad knowledge of fire department administration, modern firefighting, and fire prevention methods and techniques in making proper determinations on varied work problems. Work is reviewed through submission of reports and through discussions and conferences with the Fire Chief.

ESSENTIAL FUNCTIONS

Assists the Fire Chief in the development and implementation of goals, objectives, policies, procedures, and priorities of operations.

Assumes Incident Command or otherwise functions in a leadership role for fires or other significant incidents or emergencies.

Confers, coordinates, and works with other Shift Commanders, other city departments and personnel, and, as necessary, coordinates with other fire agencies.

Plans, administers, coordinates, executes, supervises, and delegates activities of fire suppression and rescue, training, medical emergencies, and fire inspections and investigations.

Makes strategic decisions concerning fire suppression and medical response including directing, coordinating and supervising companies during emergency operations.

Assigns and supervises the work of Firefighters engaged in the maintenance of equipment and grounds at the fire stations during shifts.

Makes personnel decisions, including assignments, schedules and recommendations for discipline, in coordination with the Fire Chief.

Supports and coordinates training needs.

Coordinates personnel and station activities through the supervision of the Fire Chief.

Writes, reviews, and creates accurate records including daily, monthly, and yearly reports.

Supervises tests performed on fire hydrants, fire apparatus, and fire hose.

Supervises and assigns pre-fire planning.

Enforces and trains employees on City and departmental policies.

Responsible for the conduct, efficiency, and discipline of personnel assigned to shift.

Responsible for evaluation and critique of major incidents.

Monitors shift personnel sick leave, time trades, and consolidated time off (CTO) in cooperation with current departmental practices.

Record all departmental activities that occurred during the shift.

Investigate any complaints received during the shift.

Responsible for coordination and continuity between shifts while maintaining a positive work environment and demonstrating knowledge of sound people skills in carrying out the mission of the department.

Other duties as assigned.

PHYSICAL REQUIREMENTS

Strength and mobility to operate a motor vehicle and take command at an incident or emergency scene.

See in close and distant environmental surroundings.

Stand or sit for short or extended periods of time.

Immediately and without warning exert oneself physically over short and extended periods of time.

Maintain hand/arm steadiness and make skillful, coordinated movements with the arms, hands, and fingers.

Hold arms up and make coordinated movements for long periods of time.

Hear and understand conversations in a quiet and noisy environment, as well as ability to tell where a sound is coming from and discriminate between sounds.

Ability to hear and speak to communicate in person, before groups, and over the telephone and radio.

Work outside in various temperature and climate conditions for both short and extended periods of time.

WORKING CONDITIONS

Work requires attendance at meetings at various sites within and away from the City.

Must be able to work extended shifts or be called back in emergency situations.

STAFF 40 HOUR – TRAINING CAPTAIN -FIRE DEPARTMENT

GENERAL DESCRIPTION

This is a full-time position assigned to a 40-hour work week. The hours worked will be normal business hours with flexibility when schedule allows. The position of Staff/Training Captain works out of the Galesburg Fire Department Training Site but can be moved where needed. Under the direction of the Deputy Fire Chief, this position is responsible for establishing the yearly training calendar, coordinating and conducting yearly training for the department. These training activities include all fire suppression, EMS, Haz-Mat, vehicle extrication and other response areas. The position is responsible for the maintenance and use of the training site classroom building, training tower, and other on-site training buildings. The position will maintain all training records including training input on computer software programs. The position will have the ability to respond to emergency incidents as needed. Any firefighter promoted to 40-hour Staff/Training Captain shall maintain EMT-B-D certification.

ESSENTIAL FUNCTIONS

Creates and maintains the annual Training Plan according to ISO and OSFM suggested training

requirements. This includes fire suppression, EMS, Haz-Mat, vehicle extrication, Technical Rescue Training, and any other response area training needed.

Responsible for assisting department members with obtaining, maintaining, and recertifying all OSFM certifications.

Responsible for the coordination of shift-to-shift training for the department.

Creates outlines and presents topics and materials that are scheduled for training.

Creates and assigns monthly training assignments to be completed by crews.

Responsible for the coordination with scheduling and requesting classes through IFSI and other outside organizations.

Coordinates with outside agencies as well as other City departments when needed for training and facilitates locations that are needed to conduct offsite training.

Submit EMS topics to the Illinois Department of Public Health for approval each year.

Assist WIFA in utilizing the training site during the annual Fall Fire School.

Responsible for filing the Claim for Reimbursement with OSFM to recoup costs from expenses incurred during training travel, room and board, meals, and costs of classes by fire department personnel.

Responsible for cleaning and general maintenance of the training site along with equipment and buildings located there.

Responsible for the coordination and scheduling of requested fire extinguisher training from outside entities.

Serves to coordinate releases to the media when necessary.

Responsible for the preparation and development of the Department Training Budget.

Responds to all structure fires and maintains a support role.

Performs other duties as required or assigned.

REQUIRED CERTIFICATION

Company Fire Officer or Fire Officer I
Fire Service Instructor II

APPENDIX C

2024 1 Sworn Fire Employee Hourly Pay Schedule							
Classification	Step A	Step B	Step C	Step D	Step E	Step F	Step G
40-hour/week Firefighter *	<u>\$27.45</u> 25.18	<u>\$28.82</u> 26.44	<u>\$30.26</u> 27.77	<u>\$31.79</u> 29.16	<u>\$33.36</u> 30.61	<u>\$35.04</u> 32.15	<u>\$36.81</u> 33.77
53-hour/week Firefighter	<u>\$20.21</u> 18.54	<u>\$21.22</u> 19.46	<u>\$22.28</u> 20.44	<u>\$23.39</u> 21.46	<u>\$24.56</u> 22.53	<u>\$25.76</u> 23.64	<u>\$27.08</u> 24.84
40-hour/week Fire Captain *	<u>N/A</u> 27.77	<u>N/A</u> 29.16	<u>N/A</u> 30.61	<u>N/A</u> 32.15	<u>N/A</u> 33.77	<u>\$38.63</u> 35.43	<u>\$40.56</u> 37.21
53-hour/week Fire Captain	<u>N/A</u> 20.44	<u>N/A</u> 21.46	<u>N/A</u> 22.53	<u>N/A</u> 23.64	<u>N/A</u> 24.84	<u>\$28.43</u> 26.08	<u>\$29.86</u> 27.39
<u>53-hour/week Battalion Chief</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>\$34.57</u>
*includes 2.5% staff position incentive							
Note: Step F requires a Fire Science Certificate and Step G <u>requires</u> an Associate Degree in Fire Science							

APPENDIX D

LAYOFFS

If during the life of this Agreement, the City reasonably determines that layoffs are necessary due to a lack of work or of funds, it shall provide a thirty (30) day notice to the Union to the effect that it will lay off employees. If either party desires to reopen for negotiations the proposed layoffs or the effects thereof, including the issues of work schedules or work assignments, the party seeking negotiations shall service notice upon the other party within ten (10) calendar days from the date that the 30-day notice is served on the union. If either party serves notice upon the other of a desire to reopen for negotiations in accordance with this Appendix D, the parties shall meet at reasonable times for a period of sixty (60) days, or longer if mutually agreed in writing, in an effort to reach agreement on the issues presented by the notice(s) of desire to reopen. If neither party serves notice of a desire to reopen, the City may proceed with layoffs at the end of the 30-day notice period. Layoffs shall be conducted in accordance with provisions of Section 9.7.

If the Union has served notice of a desire to reopen regarding layoffs, and no agreement is reached during the 60-day negotiations period, the Union may invoke such impasse procedures are available to it under applicable law. Interest arbitration, should it be demanded by the Union, shall be conducted on an expedited basis, with no more than sixty (60) days elapsing between the demand for arbitration and the arbitration award, unless extended by mutual agreement of the parties in writing or by ruling of the arbitrator. The City agrees that it will not implement layoffs pending receipt of an arbitrator's award issued in compliance with the terms of this Appendix D.

APPENDIX E

EMT- TRAINING

Where practicable, the necessary training to prepare employees to take EMT-or higher certification examinations and to meet the requirements for maintaining EMT-or higher certification will be provided on duty, without loss of pay, by and through the Galesburg Fire Department, subject to reasonable Department rules regarding training, attendance, and testing.

Overtime shall be paid in accordance with Section 7.3 of this Agreement.

APPENDIX F

DRUG AND ALCOHOL TESTING

It being the desire of the parties to protect the safety of the public and other employees, yet safeguard the rights of individual employees, the parties agree that drug and alcohol testing shall be conducted, as follows:

1. The City may order individual employees to submit to breathalyzer, blood or urine tests to determine the presence of alcohol and/or blood or urine tests to determine the presence of drugs where the City has reasonable suspicion to believe the individual employee is then under the influence of alcohol or controlled substances. The City shall set forth in writing to the employee at the time the order to submit the testing is given, the basis for such reasonable suspicion, including all objective facts and reasonable subjective observations and conclusions drawn from those facts.

Reasonable suspicion will be based upon the following:

- A. Observable phenomena, such as direct observation of use and/or the physical symptoms of impairment which might result from using or being under the influence of alcohol or controlled substances; or
 - B. Information provided by an identifiable third party which is reasonably believed reliable. The identity of the third party shall not be disclosed except when considered relevant to an appeal of a grievance or any disciplinary action.
 - C. Any and all accidents/injuries incurred while on duty that, in the non-grieveable judgment of the Fire Department supervisor in charge of accident review and reporting, are likely to be determined to have resulted in property damage of \$1,000 or more or that require immediate treatment by a medical professional.
2. Employees ordered to submit to drug and alcohol tests shall promptly comply with the order, whether or not they believe that reasonable suspicion for the order exists. Refusal to submit to such tests may result in appropriate disciplinary action. Employees who submit to such tests shall not be deemed to have waived or otherwise impaired their rights to grieve or otherwise contest any aspect of the testing as may be provided by law or this Agreement. The City shall present each employee, prior to issuing the order to test, this Agreement and the policy of the City concerning drug and alcohol abuse.
 3. The City agrees that its testing procedure for the presence of drugs or alcohol shall conform to the following:
 - A. Use only a licensed clinical laboratory to test body fluids or materials for alcohol or drugs;
 - B. Establish a chain of custody procedures for both sample collecting and testing that will ensure the integrity of and of each sample and test result;

- C. Collect a sufficient sample of the same body fluid or material to permit for an initial screening, a confirmatory test and a sufficient amount to be set aside and reserved for later testing; if requested by the employer;
- D. Collect all samples in such a manner as to preserve the individual employee's right to privacy, ensure a high degree of security for the sample and its freedom from adulteration. Proper testing may be conducted to prevent the submission of a false or adulterated sample;
- E. Confirm any sample that tests positive in the initial screening for alcohol or drugs by use of gas chromatography, with mass spectrometry or an equivalent scientifically accurate and accepted method that provides quantitative data about the detected alcohol or drug metabolites;
- F. Provide the employee tested with an opportunity to have an additional portion of the same sample tested by a licensed testing facility of his own choosing;
- G. Require that the clinical laboratory report to the City positive result only in the case where both the initial and confirmatory test results are positive as to the same sample;
- H. Provide each employee tested with a report of the results of each drug or alcohol test that includes the types of tests conducted, the results of each test, the detection level used by the laboratory, and any other information provided to the City by the laboratory.

Ensure that all positive samples are maintained for a period of not less than 120 days to permit additional testing at the election of the Employer or the employee.

Testing procedures for all breath, blood and urine samples for alcohol and other prohibited drugs and intoxicating compounds shall be in compliance with applicable sampling procedures and shall employ approved evidentiary instruments as required by Il. Adm. Code 20 IL. Adm. Code 1286.

Alcohol Standards: The parties agree to allow the City of Galesburg to administer breathalyzer tests by a trained technician on a properly calibrated breathalyzer to preliminarily determine reasonable suspicion for alcohol impairment by the employee while on duty. A blood alcohol reading on a breathalyzer administered as required under this Article of .01 or higher shall be considered a positive test. A confirmatory test shall be based upon a follow up blood test using the procedures required by this Article.

The parties agree that there shall be no random, periodic or mass testing of employees for alcohol or drugs. Employees shall have the right to grieve the basis for the order to test, accuracy of the tests, the consequences of the test and any alleged violation of this Agreement.

4. Should a grievance concerning such testing be sustained, the arbitrator shall have the authority to fashion an appropriate remedy, including but not limited to expungement of records, a prohibition against using information concerning the test or results thereof in any future employment decision, and the posting of appropriate notices. It is understood that employees' legal rights that may exist outside this Agreement concerning drug and/or alcohol testing are not limited or in any manner abridged herein and they may pursue the same as provided by law. This Agreement notwithstanding. The City agrees to indemnify and hold harmless the Union for and against any claims, demands or any liability that may arise, reasonable costs and attorney's fees included, as a result of any testing conducted by the City.

5. All discipline in situations involving a positive confirmed test shall be administered as specified herein:

- A. First Positive: Except in extreme situations, in the first instance that an employee tests positive on the confirmatory test, and where there are no other City or Department rule violations, the employee may be subject to a suspension not to exceed five (5) work days. The foregoing limit on suspension is conditioned upon the employee agreeing to:
 - a. Undergo appropriate treatment as determined by the physician(s) involved, up to and including a physician of the City and/or the City's EAP Coordinator.
 - b. Discontinue use of illegal drugs or abuse of alcohol.
 - c. The employee agreeing to authorize persons involved in counseling, diagnosing and treating the employee to disclose to the City the employee's progress, cooperation, drug and alcohol use dangers perceived in connection with performing job duties and completion or non-completion of treatment.
 - d. Complete the course of treatment prescribed, including an "after care" group for a period of up to twelve (12) months.
 - e. Agree to submit to random testing during hours of work during the period of "after care", and for a period of twelve (12) months following the period of "after care" and
 - f. Agree that during this last chance period in (5) above, if the employee tests positive again, the employee may be terminated.
- B. Employees who do not agree to the foregoing shall be subject to discipline up to and including termination.
- C. Second Positive: After two (2) violations of this policy, the employee shall be discharged from employment.

Upon being convicted of the sale, distribution, manufacture or transfer of an illegal drug, or the illegal sale, distribution, manufacture or transfer of a controlled substance, or felony possession of a controlled substance or any other illegal drug by an employee, an employee shall be immediately dismissed.

Upon being convicted of misdemeanor possession of any illegal drug or controlled substance, an employee will be subject to disciplinary action up to and including dismissal.

6. Voluntary Request for Assistance. Employees are encouraged to voluntarily seek treatment, counseling and/or other support and assistance for an alcohol or drug related problem. If such voluntary assistance is sought by the employee before the employee commits rule violations connected with drug/alcohol abuse and/or before the employee is subjected to for cause testing under this policy, there shall be no adverse employment action taken against an employee who voluntarily seeks assistance and successfully completes a substance abuse program. When voluntary assistance is requested under this policy, the employee may use the City's Employee Assistance Program to obtain referrals, treatment, counseling and other support and all such requests shall be treated as confidential pursuant to the City's normal procedure in the operation of its Employee Assistance Program. Employees participating in EAP shall comply with the following requirements:

- A. The City attorney shall be notified of the employee's entry in the EAP. Such information shall be held confidential subject to the employee's compliance with the conditions and agreements established for EAP participation;
- B. The EAP conditions shall include a requirement that the employee be subject to random testing during treatment;
- C. During the period of treatment, the employee shall be required to obtain a fit for duty statement from a physician who shall provide to the Administrator of the EAP. If the employee is determined to be fit for duty, the statement shall be held in confidence. If found not fit, the City shall be notified by the Union President.
 1. If the employee fails to comply with any agreements or conditions for participation in the EAP, the City shall be notified by the Administrator of the EAP.
 2. This employee will be required to submit to random testing for a period of twelve (12) months following the successful completion of treatment. Any further positive drug and alcohol testing may result in termination.

APPENDIX G

COMPONENTS OF CTO

Category	Year 0	Year 7	Year 14	Year 22
Current Allocations				
Vacation (a)	144	192	240	288
Personal Day	24	24	24	24
Holiday Time (b)	67.2 94	67.2 94	67.2 94	67.2 94
Christmas Prem Hol (c)	12	12	12	12
Total	247.2 262	295.2 310	343.2 358	391.2 406
New C PTO Hours	248 262	296 310	358	406
Change to 40Hour conversion: .0 7547	187 198	223 234	270 64	306 2

(a) Vacation includes 8 hours for birthday for shift employees

(b) Holiday time includes hours previously known as comp time

~~(c) 12 hrs in CTO instead of added to wages as Premium Holiday P~~

BENEFIT CONVERSION PROCEDURE.

Employees who may be reassigned from a 53-hour work week schedule to a 40-hour work week schedule, or vice-versa, shall have their accumulated compensatory time leave hours, vacation leave hours, (or CTO hours, as applicable) and sick leave hours converted on the following basis:

1. New 40-hour Per Week Employees - To determine the equivalent benefit hours for new 40-hour per week employees, multiply the employee's shift schedule accumulated benefit hours times a conversion factor of times a conversion factor of .7547.
2. New Shift Employees - To determine the equivalent benefit hours for new shift schedule employees, multiply the employee's 40-hour per week accumulated benefit hours times a conversion factor of 1.325.

APPENDIX H

Health Insurance Contribution Rates

City of Galesburg Employee Health Plan				City of Galesburg Employee Health Plan				City of Galesburg Employee Health Plan			
				High Deductible Plan		PPO Plan		PPO+ Plan			
<u>Coverage</u>				<u>Employee Pays</u>		<u>Employee Pays</u>		<u>Employee Pays</u>			
Single				\$ 53.26		\$ 137.10		\$ 141.79			
High Deductible plan				PPO plan		PPO+ plan		PPO+ plan			
<u>per pay</u>				<u>\$ 26.65</u>		<u>\$ 68.55</u>		<u>\$ 70.90</u>			
<u>Emp + 1</u>				<u>\$ 174.33</u>		<u>\$ 377.71</u>		<u>\$ 399.68</u>			
<u>per pay</u>				<u>\$ 87.17</u>		<u>\$ 188.86</u>		<u>\$ 199.84</u>			
Fire Union	Emp Pays	City Pays	Total	Fire Union	Emp Pays	City Pays	Total	Fire Union	Emp Pays	City Pays	Total
<u>Family</u>				<u>\$ 384.24</u>		<u>\$ 566.12</u>		<u>\$ 598.00</u>			
<u>per pay</u>				<u>\$ 192.12</u>		<u>\$ 283.06</u>		<u>\$ 299.33</u>			

RATIFICATION

Executed this _____ day of ~~September~~, 202~~5~~¹, after ratification by the Union membership and after receiving approval by the City Council.

CITY OF GALESBURG, ILLINOIS

I.A.F.F. LOCAL NO. 555
GALESBURG FIREFIGHTERS
ASSOCIATION

City Manager/Date

President/Date

Witness/Date

Vice President/Date

Witness/Date

Vice President/Date

Treasurer/Date

Recording Secretary/Date

Agreement
Between
City of Galesburg
And
I.A.F.F. Local No. 555
Galesburg Firefighters' Association

January 1, 2024, through December 31, 2026

AGREEMENT

This Agreement, entered into this _____ day of December, 2025, by and between the CITY OF GALESBURG, ILLINOIS (the “City”) and LOCAL 555, GALESBURG FIREFIGHTERS ASSOCIATION (the “Union”):

PREAMBLE

WHEREAS, the City has voluntarily endorsed the practices and procedures of collective bargaining as a fair and orderly way of conducting its relations with certain of its full-time employees insofar as such practices and procedures do not interfere with the City’s right and obligation to operate effectively in order to best serve the City and its residents, and to make clear all basic terms upon which such relationship depends; and

WHEREAS, it is the intent and purpose of the parties to set forth herein their entire agreement covering rates of pay, wages, hours of employment and all other conditions of employment; and to provide the procedure for the prompt and peaceful settlement of grievances respecting the terms of this agreement;

NOW, THEREFORE, in consideration of the mutual promises and agreements herein contained, the parties do mutually promise and agree as follows:

ARTICLE I: RECOGNITION

SECTION 1.1 UNION RECOGNIZED.

The City voluntarily recognizes Local 555 of the I.A.F.F. as the bargaining agent for the purpose of establishing the wages, hours, and terms and conditions of employment, for all non-exempt, full-time, permanent employees (those employees scheduled to work more than 32 hours per week) who are in the classification of Firefighter, Fire Captain, and Battalion Chief, but excluding supervisory, confidential, or exempt employees and all elected officials or officers of the City.

SECTION 1.2 CLASSIFICATION NOT GUARANTEED.

The classifications or job titles used above are for descriptive purposes only. Their use is neither an indication, nor a guarantee that these classifications or titles will continue to be utilized by the City, except as governed by applicable Illinois State Statute.

SECTION 1.3 NEGOTIATIONS.

Each party shall be permitted to have six (6) individuals sit on the negotiating committee including a labor attorney, if any. Not more than two (2) members of the Union’s negotiating team shall be released from duty with pay at any one time.

SECTION 1.4 NEW CLASSIFICATIONS.

The City shall notify the Union of its decision to implement any and all new classifications pertaining to work of a nature performed by employees in the bargaining unit. If the new classification is a successor title to a classification covered by the agreement and the job duties are not significantly altered or changed, the new classification shall become a part of this agreement. If the job duties of the new classification are significantly altered or changed, and the Union notifies the City of a desire

to meet within ten (10) days of its receipt of the City's notice, the parties will then meet to negotiate concerning inclusion of the proposed classification in this Agreement.

SECTION 1.5 INTEGRITY OF BARGAINING UNIT.

Unless there is an extreme emergency, as defined by the Illinois Compiled Statutes, the City will not assign firefighting, fire prevention or EMS work normally performed by employees in the bargaining unit to any other employees. This provision shall not apply where there are not sufficient bargaining unit employees willing or available to perform the work in question.

ARTICLE II: UNION RIGHTS

SECTION 2.1 DUES DEDUCTIONS.

While this Agreement is in effect, the City will deduct bi-weekly the regular union dues and/or assessments for each employee in the bargaining unit for whom there is on file with the City a voluntary effective check-off authorization in the form set forth in Appendix A to this Agreement. The amounts so deducted shall be forwarded each pay period to the appropriate Officer of the Union. The Union may change the fixed uniform dollar amount which shall be considered the regular union dues once each year during the life of this Agreement. Assessments may only be deducted once each year during the life of this Agreement. The Union will give the City thirty (30) days notice in writing of any such change in the amount of uniform Union dues to be deducted or of any assessments to be deducted.

SECTION 2.2 UNION INDEMNIFICATION.

The Union shall indemnify, defend, and save the City harmless against any and all claims, demands, suits or other forms of liability and for all legal costs that shall rise out of or by reason of action taken or not taken by the City in properly complying with the provisions of this Article. The Union agrees to refund to the City any amount paid to the Union in error on account of this dues and assessment deduction provision within ten (10) days.

SECTION 2.3 UNION ACCESS.

One Union representative may have access to the premises of the City in order to help resolve a serious dispute or problem. In order to receive access, the representative must provide notice to the appropriate City representative and make arrangements not to disrupt the work of employees on duty. The representative may visit with employees if such visit does not disturb the work of any employee who may otherwise be working.

SECTION 2.4 CITY BULLETIN BOARDS.

The City will make available appropriate space for the posting of official Union notices of a non-political, non-inflammatory nature, subject to the reasonable approval of Human Resources. The City shall also make available reasonable space in a non-public area of the work site for the Union to mount its own bulletin board.

ARTICLE III: MANAGEMENT RIGHTS

SECTION 3.1 MANAGEMENT RIGHTS.

Except as specifically limited by the provisions of this Agreement, the City possesses the sole right and authority to operate and direct the employees of the City and its various departments in all

aspects, including, but not limited to, all right and authority exercised by the City prior to the execution of the Agreement, to include, but not limited to: the right to determine its mission, policies, and to set forth all standards of service offered to the public; to plan, direct, control and to determine the operations or services to be conducted by employees of the City; to determine the methods, means, and number of personnel needed to carry out the department's mission; to direct the working forces; to hire and assign or to transfer employees within the department for other related functions; to promote, suspend, discipline, or discharge, as per applicable Illinois State Statute or pursuant to the exercise of the City's Home Rule authority; to layoff or relieve employees due to lack of work or funds, to make publish and enforce rules and regulations; to introduce new or improved methods, equipment or facilities; to contract out for goods and services; to schedule and assign work; to establish work and productivity standards; to assign overtime; and, to take any and all actions as may be necessary to carry out the mission of the City and its departments in situations of civil emergency as may be declared by the City Manager or acting City Manager, according to Illinois Compiled Statutes, provided that no right enumerated in this Agreement shall be exercised or enforced in a manner contrary to or inconsistent with the provision of this Agreement, as directed by the City Manager.

SECTION 3.2 DETERMINATION OF AUTHORITY.

The Mayor and the City Council of the City have the sole authority to determine the purpose of the mission of the City and the amount of budget to be adopted.

Should an emergency be declared according to the terms hereof, the Mayor or the City Manager shall advise the local President of the Union or the next highest Officer of the Union of the nature of the emergency.

SECTION 3.3 AUTHORITY FOR APPOINTMENTS.

Authority to make appointments to all positions in the City service, except those of City Clerk, Deputy City Clerk, and uniformed personnel (except the Chief of the Fire Department and the Chief of the Police Department), is vested in the City Manager, or their designee, as per applicable Illinois State Statute or the exercise of the City's Home Rule powers.

Before being given an original appointment as a Firefighter, each employee shall undergo a thorough examination by a physician designated by the City, and no one shall be so employed unless the examining physician certifies that they are physically able to perform the duties required by their position.

ARTICLE IV: NON-DISCRIMINATION

SECTION 4.1 EMPLOYMENT POLICY.

Neither the City nor the Union shall discriminate against any employee covered by this Agreement in a manner which would violate any applicable federal or state laws because of race, creed, color, national origin, disability, age, sex, veteran's status, genetic information, gender identity, or sexual orientation.

SECTION 4.2 AGE REQUIREMENT.

All employees shall be retired upon attaining age seventy (70) but may continue employment to December 31 following the end of the fiscal year after the employee's seventieth birthday.

SECTION 4.3 EMPLOYEE DISCRIMINATION.

Neither the City nor the Union shall interfere with the right of employees covered by this Agreement to become, or not become members of the Union, and there shall be no discrimination against any such employees because of lawful Union membership or non- membership activity or status.

SECTION 4.4 RESPONSIBILITY OF UNION.

The parties acknowledge that the Union, as the exclusive representative of the members of the bargaining unit in accordance with Section 6(d) of the Illinois Public Labor Relations Act, has the following responsibilities and authority as to administering grievances filed pursuant to Article V (Grievance Procedure) of this Agreement:

Labor organizations recognized by a public employer as the exclusive representative or so designated in accordance with the provisions of this Act are responsible for representing the interests of all public employees in the unit. Nothing herein shall be construed to limit an exclusive representative's right to exercise its discretion to refuse to process grievances of employees that are unmeritorious.

ARTICLE V: GRIEVANCE PROCEDURE

SECTION 5.1 DEFINITION.

A grievance shall be defined as a dispute arising between the parties concerning a violation or alleged violation of this Agreement.

SECTION 5.2 TIME LIMIT AND INFORMAL MEETING.

An employee who has a proposed grievance must request an informal meeting within ten (10) City business days of the date the employee knew, or should have known, of its occurrence. The notice shall be hand delivered to the employee's immediate supervisor and the union. The Fire Chief, or their designee, shall provide an informal meeting for the employee to meet and discuss the proposed grievance. The City shall notify the Union of this informal meeting. The employee's union representative shall attend. If the matter is not resolved to the satisfaction of the employee, the employee shall have ten (10) business days to file a grievance after the City gives the employee a written response.

SECTION 5.3 PROCEDURE.

Step 1. An employee and their union representative having a grievance must meet with the immediate supervisor for a simple direct decision, if possible. If "Step 1" does not resolve the grievance, the immediate supervisor will issue a written answer to the grievance within seven (7) City business days. Nothing in this agreement prohibits the Union from filing a grievance on a member's behalf.

Step 2. If the grievant desires to further process the grievance, it shall be referred in writing to the Fire Chief, or their designee, within seven (7) City business days of receipt of the "Step 1" response. The Fire Chief, or their designee, shall meet with the grievant and the union representative within seven (7) City business days of receipt of the referral. The Fire Chief, or their designee, shall issue a written answer to the grievance within ten (10) City business days of receipt of the grievance referral.

Step 3. If the grievant desires to further process the grievance, the grievance may be referred in writing to the City Manager, or their designee, within seven (7) City business days of the receipt

of the “Step 2” response. The City Manager, or their designee, shall meet with the grievant and/or the representatives within seven (7) City business days of receipt of the referral. The City Manager, or their designee, shall issue a written answer to the grievance within ten (10) City business days of receipt of the grievance referral. If the Fire Chief, or the City Manager, appoints a designee under this Section, the designee shall not be the same supervisor who issued the prior written answer at the previous step, provided, however, that the informal meeting provided for in Section 5.2 does not prohibit any supervisor from participating in the later grievance procedure steps.

SECTION 5.4 ARBITRATION.

Step 4A. If the grievance is not settled in accordance with the foregoing procedure, the Union may refer the grievance to binding arbitration within ten (10) business days after the receipt of the Step 3 response. The parties shall attempt to agree upon an arbitrator within five (5) business days after receipt by the Employer of the notice of referral. In the event that the parties are unable to agree upon an arbitrator within five (5) days, they shall immediately jointly request the Federal Mediation and Conciliation Service (FMCS) to submit a panel of seven (7) arbitrators who are members of the National Academy of Arbitrators and who are residents of Illinois, Indiana, Iowa, Wisconsin, Missouri, or Michigan.

Either party may reject one (1) entire panel. Both the Employer and the Union shall have the right to strike three (3) names from the panel. The parties shall alternately strike a name from the list until there is one name remaining. The order of striking shall be determined by a coin toss. The arbitrator shall be notified of their selection by a joint letter from the Employer and the Union requesting that the arbitrator set a time and place, subject to the reasonable availability of the Employer and the Union representative. All arbitration hearings shall be held in the City of Galesburg, Illinois, unless the parties mutually agree otherwise.

Step 4B. Arbitrator’s Authority: The arbitrator shall act in a judicial, not legislative, capacity and shall have no right to amend, modify, nullify, ignore, add to or subtract from the provisions of this Agreement. The arbitrator shall only consider and make a decision with respect to the specific issue submitted and shall have no authority to make a decision on any other issue not so submitted. The arbitrator shall be without power to make a decision contrary to or inconsistent with or modifying or varying in any way the application of laws or rules having the force or effect of law. The arbitrator shall submit their written decision within thirty (30) days of the close of the hearing or the submission of briefs by the parties; whichever is later, unless the parties agree to a written extension thereof. The decision shall be based solely upon the arbitrator’s interpretation of the meaning and/or application of the express terms of this Agreement to the facts of the grievance presented. A decision rendered consistent with the terms of this Agreement shall be final and binding.

Step 4C. Arbitrator’s Decision: The decision of the arbitrator may be enforced, at the insistence of either party or of the arbitrator, in the Circuit Court for Knox County, Illinois. The commencement of a new fiscal year after the initiation of arbitration procedures under this Agreement, but before the arbitrator’s decision, or its enforcement, shall not be deemed to render a dispute moot, or to otherwise impair the jurisdiction or the authority of the arbitrator of the Circuit Court or the decision of either. At any time the parties may, by mutual written agreement, amend or modify an arbitrator’s decision. The arbitrator’s decision shall be reviewable by the Circuit Court only for the reasons the arbitrator exceeded their authority or that the order was procured by fraud, corruption or other similar or unlawful means as set forth in the Illinois Uniform Arbitration Act, 710 ILCS 5/1, et seq. The pendency of such proceedings for review shall not automatically stay the order of the arbitrator.

Step 4D. Failure to Process in a Timely Manner: If a grievance is not appealed to the next step within the time limits set forth or during a mutually agreed written extension, the grievance shall be deemed settled on the basis of the Employer’s last answer. If the Employer does not answer a

grievance or an appeal thereof within the specified time limits, the Union may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step, if any. The time limits set forth throughout the procedure shall be in effect except as to those grievances involving the Department's action in the case of a disciplinary suspension, discharge, or layoff from work, when the grievance shall be filed by the end of the employee's next duty day after the employee, or the Union knew of the action. Time limits for the processing of any grievance may be extended at any time by the written mutual agreement of the parties.

Step 4E. Arbitration Costs: The fee and expenses for the arbitrator's services shall be borne equally by the Employer and by the Union. Each party shall be responsible for compensating its own representatives and witnesses and purchasing its own copy of the written transcript; however, the cost of the arbitrator's copy shall be borne equally by the parties.

Step 4F. Compensation: One Union representative shall be allowed time off from duty with pay to investigate and process grievances. Such time shall not exceed one hour per step except in the case of extenuating circumstances.

ARTICLE VI: NO STRIKE AND NO LOCKOUT

SECTION 6.1 NO STRIKE.

The Union and the employees covered by this Agreement recognize and agree that the rendering of services to the community cannot, under any circumstances or conditions, be withheld, interrupted, or discontinued, and that to do so would endanger the health, safety and welfare of the inhabitants of the City. Therefore, during the term of this Agreement, neither the Union nor its agents or any employee, for any reason, will authorize, institute, aid, condone, or engage in a slowdown, work stoppage, strike, or any other interference with the work or statutory functions or obligations of the Employer. During the term of this Agreement, neither the Employer nor its agents for any reason shall authorize, institute, aid, or promote any lockout of employees covered by this Agreement.

SECTION 6.2 UNION RESPONSIBILITY.

In the event of a violation of Section 6.1 of this article, the Union agrees to notify all local officers and representatives of their obligation and responsibility for maintaining compliance with this Article, including their responsibility to remain at work during any interruption which may be caused or initiated by others, and to encourage employees violating Section 6.1 to return to work.

SECTION 6.3 PENALTY.

The Employer may move to discharge or discipline any employee who violates Section 6.1. The Union will not resort to the grievance procedure on such employee's behalf to contest any disciplinary action the City may impose but may grieve the issue of whether Section 6.1 was violated. The Union agrees that the City has the right to deal with any such strike activity by the above measures, including suspension without pay on any, some, or all of the employees participating therein, depending on the individual facts of each alleged violation.

SECTION 6.4 MANAGEMENT RESPONSIBILITY.

Nothing contained herein shall preclude the Employer from obtaining judicial restraint and damages in the event of a violation of this Article.

ARTICLE VII: HOURS OF WORK AND OVERTIME

SECTION 7.1 NO GUARANTEE.

This article is intended to define the normal hours of work and to provide the basis for the calculation and payment of overtime. It shall not be construed as a guarantee of hours of work per day, or per week, or of days of work per week.

SECTION 7.2 NORMAL WORK WEEK/WORK DAY.

The normal day for employees covered by this Agreement shall consist of twenty-four (24) consecutive hours on-duty followed by forty-eight (48) consecutive hours off-duty and such additional time as may, from time to time, be required in the judgment of the City, according to the remaining provisions thereof.

The annual average weekly hours of work shall normally not exceed 53 hours per week. Such average annual hours of work shall be accomplished by scheduling a Kelly Day (one 24-hour shift off) every 18th on-duty shift, or an average of 6.75 Kelly Days per year. Kelly Day rotations initially were based on seniority by shift. New employees will be inserted into vacant slots created when members retire or are no longer a part of the bargaining unit because of promotion. Kelly Days are fully tradable in accordance with Section 7.9 of this Agreement.

Kelly Days shall be scheduled by the Fire Chief or their designee in such a way as to eliminate FLSA overtime (overtime paid solely as a function of the regular work schedule). This shall be accomplished by assigning each firefighter, by seniority by shift to an individual 27-day FLSA work cycle to begin halfway through the duty day of the first day of the cycle. As a result, each Kelly Day will consist of the last 12 hours of the first of two consecutive FLSA work cycles and the first 12 hours of the second such cycle, reducing each firefighter's regular hours worked to no more than 204 hours in each 27-day work cycle during the course of the work year.

The workweek for forty (40) hour personnel shall be forty (40) hours per week with no more than five (5) workdays in a seven (7) dayperiod.

The City will continue its practice of paying employees for hours worked more than 13 days after the end of the payroll period.

SECTION 7.3 OVERTIME.

Overtime at 1.56 times the employee's regular rate of pay (annual salary divided by 2756 hours per year for shift employees or divided by 2080 hours for 40-hour employees) will be paid for all authorized time worked, as verified by the employee's supervisor, in excess of twenty-four (24) hours in a work day for shift employees, or in excess of eight (8) hours per work day for forty (40) hour employees, when such time is required to be worked by the City.

SECTION 7.4 CALL-BACK PAY.

Any employee that is called back on their CTO or regular day off or time off, including holidays and Kelly Days, will receive a minimum of two (2) hours pay of overtime pay.

SECTION 7.5A CALL-BACK AND ROTATION OF OVERTIME FOR SHIFT STAFFING.

Overtime shall be distributed among eligible members in an equitable manner on the principle that the last person to accept an offer to work overtime will be the last person to whom overtime is offered.

1. Duty Officers shall schedule and maintain the unified overtime roster for all eligible members.
2. Overtime for shift staffing shall be consolidated into a unified roster of all 53 hour bargaining unit members.
3. Members physically present on duty for the shift in need of overtime personnel for the time period in need are exempt from being offered or accepting overtime assignments.
4. Eligible members for overtime assignments shall be those that are not physically present on duty for the time period in need with the exception, but not limited to: those on approved leaves (military, jury duty, sick, disability), worker's compensation, or light duty.
5. When twenty-four (24) consecutive hours of overtime are required to be worked on a shift, overtime may be split so as to provide two (2) blocks of overtime of twelve (12) hours each. Overtime scheduling shall be accomplished by allowing members to choose the full twenty-four (24), or whichever twelve (12) hour block they prefer.
6. All minimum staffing overtime assignments shall be filled prior to any additional overtime assignments.
 - a) Independence Day fireworks standby, physician appointments, and/or on-duty educational standby are examples that shall be assigned after all staffing overtime assignments have been filled.
 - b) Discretion may be deferred to the Union President/designee for discussion between the Duty Officer for special/unusual overtime circumstances.
7. Members shall only move to the bottom of the unified overtime list once the member has accepted and worked a minimum of 12 hours of overtime, or requests to move to the bottom of the overtime list.
8. If, after all members eligible to accept overtime assignments have been contacted – or attempted to be contacted – and have not accepted the overtime assignments, the Duty Officer shall offer unfilled overtime assignments to members that have already accepted any overtime. Members on Kelly days and/or CTO during the overtime assignment shall be contacted as a last step prior to moving to mandatory overtime.
9. After all members eligible to accept overtime assignments have not accepted the scheduled overtime, the least senior member physically on-duty on their native shift day shall be mandated to work the remaining overtime assignment. If additional overtime assignments must be filled by mandatory overtime, the next member with the least seniority physical on-duty shall be mandated to work the remaining overtime assignment, and so forth.
10. The Duty Officer shall keep a record of all members required to work a mandatory overtime assignment including name, hours worked, date, and times.
11. No member shall be mandated to work an additional overtime assignment until all other available members physically on-duty from their native shift have been mandated to work an

overtime assignment.

12. All approved time off, sick leave, or disability/light-duty shall excuse any member from enforcement of mandatory overtime assignments.

13. All overtime assignments are tradable as outlined in Section 7.9.

14. Any unscheduled additional staffing overtime assignments that may occur (sick leave call-in, sick leave on-duty, on-duty injury, etc.) shall be initiated by discretion of the duty officer, so long as all eligible members are contacted until such overtime assignments are accepted.

15. Section 7.5A in its entirety shall be subject to change once the Chief and Local 555 President have agreed upon adjustment language to fit the parameters of scheduling overtime within the Department scheduling software and technology.

16. With respect to overtime available due to a Battalion Chief's absence, the offer of each such instance of overtime will first be made to the other Battalion Chiefs and, if they decline, the overtime shall be filled by the current overtime practices.

SECTION 7.6 REST PERIODS.

All employees shall receive two (2) thirty (30) minute rest periods, one in the morning and one in the afternoon, as per current Department practice. The rest periods shall be granted by the supervisor as the supervisor deems appropriate to minimize work disruptions. During work beyond the normal day, employees shall receive their breaks in the same intervals as described above.

SECTION 7.7 MEAL PERIOD.

All shift firefighters shall be granted two (2) meal periods during each work shift, as per current Department policy. Forty (40) hour employees shall receive one (1) such meal period.

SECTION 7.8 FAIR LABOR STANDARDS ACT.

The Employer agrees to comply with the provisions of the Fair Labor Standards Act (F.L.S.A.) and the relevant Department of Labor rules as currently enacted or hereinafter amended, so long as the same shall be in effect.

SECTION 7.9 TIME-TRADING.

Bargaining unit employees may trade time, tours of duty and Kelly Days with other employees of the same rank or one rank higher or lower, subject to the following conditions:

1. The trading of time is done voluntarily by the employees and not at the request of the Employer.

2. The trade is not made for reasons related to the Employer's business operations, but is due to the employee's desire or need to attend to a personal matter. Time must actually be worked back (or donated as per condition #9 below) and not paid monetarily except in the case of duty relief paid directly by the Union to the stand-by for attendance at conventions, seminars, or other events as approved by the Fire Chief.

3. The minimum number of hours traded equals two (2) hours. The Department will allow stand-bys of an hour or less from 0630-0730 and from 0730-0830 hours with the approval of the Duty Officer.

4. Battalion Chiefs may only trade with other Battalion Chiefs or a Captain who is other wise qualified to challenge the Battalion Chief exam.

5. Captains may not trade with probationary employees.

6. The time trade must be in writing on the request form and signed by all parties involved in

the time trade.

7. Once the trade is approved, the signing parties become fully responsible for the newly traded and approved time to be worked. If an employee then fails to be at work or supply a suitable replacement within a reasonable time prior to the assigned work schedule, that employee (the most recently approved to work the designated time) will be docked for the missed hours of work at their normal rate of pay. The City will not be responsible for tracking time trades as to who owes whom time and takes no responsibility for requiring individuals to pay time back beyond what was approved on the approved request form. In the event an employee is docked for missed hours of work under this Section, and the employee was sick, the employee may petition the Fire Chief to not have the employee's hours docked; however, the Fire Chief shall have sole discretion in determining whether the hours are docked and the Fire Chief's decision shall not be subject to the grievance procedures set forth under Article V.

8. All trading is subject to the reasonable approval of the Battalion Chief or the shift supervisor, as per the policies of the Fire Chief.

9. Employees working on an approved time trade shall be allowed to request and use leave on the "foreign" shift under the normal guidelines for time off.

10. Kelly Days can only be traded for Kelly Days and only within the same shift.

11. In extenuating circumstances (i.e. long-term illness/injury), as determined by the City, where an individual employee has been forced to exhaust all of their leave benefits and is unable to work, other employees may voluntarily work for the absent employee on a pay-back or donation basis for a period not to exceed 120 days. Such a "time trade" will not be mandated by the City and the City bears no responsibility for ensuring that time is paid back by the absent employee. All other rules apply including #5 and #7 as stated above.

ARTICLE VIII: SAFETY

SECTION 8.1 COMPLIANCE WITH LAWS.

The City agrees to comply with all laws applicable to its operations concerning the safety of its employees covered by this Agreement. All such employees shall comply with all safety rules and regulations established by the City. The City agrees to take all reasonable steps to ensure the safety of all employees during their working hours.

SECTION 8.2 UNSAFE CONDITIONS.

If an employee has justifiable reason to believe that their safety is in danger due to an alleged unsafe working condition, or alleged unsafe equipment, the employee shall inform their supervisor who shall have the responsibility to determine what action, if any, should be taken.

SECTION 8.3 LABOR-MANAGEMENT MEETINGS.

Representatives of the Union, not to exceed three (3) in number, and the City shall meet at mutually agreed upon times to discuss matters of mutual concern. The party requesting the meeting shall prepare and submit an agenda to the other party one (1) week prior to the scheduled meeting. It is to be clearly understood that these are, in fact, meetings and not "negotiations." If a written agenda cannot be developed, then no meeting will be held. Allegations of an unsafe working condition or equipment will not be acceptable unless substantiated in writing as to dates, times and witnesses involved. The requirement that there be a prompt resolution to safety disputes is of utmost concern to the City of Galesburg.

ARTICLE IX: SENIORITY

SECTION 9.1 DEFINITION.

Seniority shall, for the purpose of this Agreement, be defined as departmental seniority, being an employee's length of continuous service since the last date of hire with the City in a position covered by this Agreement.

SECTION 9.2 APPLICATION OF SENIORITY.

In the application of seniority and ability in promotions or the filling of permanent openings in classifications, seniority shall be the determining factor when, among employees involved, as fairly determined by the City, the qualifications, skill and ability to perform the work is relatively equal.

SECTION 9.3 TERMINATION OF SENIORITY.

Seniority and the employment relationship may, at the City's discretion, be terminated when an employee (a) quits, or (b) retires, or is retired, or (c) is laid off as per State Statute and refuses the recall notice or (d) is discharged. The parties agree the following reasons, among others, constitute cause for discharge when an employee (a) is absent for two (2) consecutive workdays without notifying the City, or (b) is laid off and fails to notify the City Manager's office of their intention to return within five (5) City business days after receiving notice of recall, or who fails to return at the designated time, or (c) does not report to work within forty-eight (48) hours after the termination of an authorized leave of absence.

SECTION 9.4 PROBATIONARY PERIOD - NEW EMPLOYEES.

All new employees and those hired after loss of seniority shall be considered probationary employees until they complete a probationary period of one (1) year. During this probationary period the employee shall not be represented by the Union as regards to discipline or discharge of the employee but is eligible to be a member of the Union after ninety (90) days of employment. The probationary period is to be used to test further the ability of the employee to perform the required duties of the position successfully. If the employee fails to meet the required standards of performance, the employee may be dismissed.

SECTION 9.5 SENIORITY ROSTER.

The City shall maintain a seniority roster noting the date of hire and current classification for each bargaining unit employee. The Union shall be provided with a copy of the seniority roster on or about January 1 of each succeeding year. Any objections to the seniority roster as provided shall be reported in writing to the City Manager's office within fifteen (15) work days of the date of the deliverance of the seniority roster or the roster shall stand approved as given.

SECTION 9.6 SAME DAY HIRES.

Seniority shall be computed from the date of hire. In the event of a layoff, if more than one person is hired on the same day, then that person occupying the higher position on the original appointment list shall have greater seniority.

SECTION 9.7 LAYOFF AND RECALL.

The City, at its discretion, shall determine whether layoffs are necessary. Layoffs shall be for a lack of work and/or lack of funds. If it is determined that layoffs are necessary, employees will be laid off in the following order: (a) probationary employees in their original probationary period, and (b) in the event of further reductions in force, employees will be laid off in the inverse order of their

departmental seniority, as governed by Illinois State Statute.

Employees who are laid off shall be placed on a recall list as specified in the Illinois State Statutes. If there is a recall, employees who are still on the recall list shall be recalled in the inverse order of their layoff.

Employees who are eligible for recall shall be given two (2) weeks notice of recall and notice of recall shall be sent to the employee by certified or registered mail with a copy to the Union, provided that the employee notify the City Manager's office of their intention to return within five (5) City business days after receiving the notice of recall. The City shall be deemed to have fulfilled its obligations by mailing the recall notice by registered mail, return receipt requested, to the mailing address provided by the employee, it being the obligation and responsibility of the employee to provide the City Manager's office with their latest mailing address.

SECTION 9.8 RESIGNATIONS.

In order to resign in good standing, a probationary or permanent employee shall give at least two (2) weeks notice in writing of their intention to resign. No employee may take time off during the last two (2) weeks of their employment unless reasonably approved prior to the notice of intention to resign. In addition, an employee who resigns voluntarily within one (1) year of having been hired by the City shall be required to repay the cost of tuition at the Firefighter II Academy (currently, \$2,750). The City Manager is given the discretion of waiving the provisions of the notice and/or repayment requirement should unforeseen circumstances warrant.

ARTICLE X: FILLING OF VACANCIES

SECTION 10.1 PROMOTIONS.

Promotions to the rank of Captain and Battalion Chief (so long as those ranks continue to exist in the Galesburg Fire Department) shall be conducted in accordance with the provisions of the Fire Department Promotion Act, 50 ILCS 742 (hereinafter, the "Promotion Act"), as amended, and the Rules and Regulations of the Board of Fire and Police Commissioners of the City of Galesburg (hereinafter, "the Board"), to the extent that such Rules and Regulations are consistent with the provisions of the Promotion Act. Except where expressly modified by the terms of this Article, promotional procedures shall be consistent with the Promotion Act. In the case of a promotion, the rate of the promoted employees will be adjusted to the corresponding step in the new range.

SECTION 10.2 VACANCIES

For the purpose of this Article, a vacancy is created when the City determines to increase the work force or when any of the following personnel transactions or events occur as to an incumbent: terminations by retirement, resignation or discharge, promotions, demotions, or death.

SECTION 10.3 FILLING OF VACANCIES.

All vacancies covered by this Agreement shall be filled in accordance with provisions of the Municipal Code, 65 ILCS Ch. 10.2.1-4, the rules of the Board of Fire and Police Commissioners or the Fire Department Promotion Act 820(D), 50 ILCS 742(D) as applicable.

SECTION 10.4 PROMOTIONAL VACANCY.

The existence of a vacancy shall be deemed to occur in accordance with Section 20(d) of the Promotion Act. When a vacancy occurs, the appropriate corporate authority shall notify the board. Upon notice from the appropriate corporate authority that a promotional vacancy exists, the Board shall select the individual to be promoted in the manner specified in the Rules and Regulations of the Board of Fire and Police Commissioners of the City of Galesburg, provided that such Rules and

Regulations are consistent with the Promotion Act.

SECTION 10.5 RESUME

A resume shall be submitted by each candidate at the beginning of the promotional process. The resume shall be available to anyone and may be used to assist with ascertained merit, oral interviews, department evaluations and assessment center. The City will provide the format for all members to use. The resumes shall be turned in to the Fire Chief or approved designee by the posted deadline to sign up for Promotional Test participation.

SECTION 10.6 ELIGIBILITY

All promotions shall be made from the employees in the next lower rank who have at least 5 years seniority in the Galesburg Fire Department, and at least 2 years at the current rank. In order for a Firefighter to become eligible to test for the rank of Captain he/she must successfully complete the State Certification in:

- Advanced Technician Firefighter or Firefighter III

In order for a Captain to become eligible to be test for the rank of Battalion Chief, he/she must successfully complete the State Certification in:

- Company Fire Officer or Fire Officer I

Certifications for eligibility to test and subsequent prerequisites shall not count towards ascertained merit points.

Following promotion to Battalion Chief, any member that has not completed Advanced Fire Officer shall obtain the Certification for Advanced Fire Officer at the expense of the City within 2 years.

When an opening for promotion occurs (due to reasons stated in Section 10.1 of Article X) during the applicable time of an established (valid) promotional list, the required prerequisite time frame shall be calculated backwards from the date the vacancy (e.g., retirement) occurred. When an opening for promotion occurs (due to reasons stated in Section 10.2 of Article X) at a time when there is no established (valid) promotional list, the required prerequisite time frame shall be calculated backwards from the posting date of the next final promotional list.

SECTION 10.7 RATING FACTORS AND WEIGHTS

All examinations shall be impartial and shall relate to those matters which test the candidate's ability to discharge the duties of the position to be filled. The placement of employees on promotional lists shall be based on the points achieved by the employees on promotional examinations consisting of the following components weighted and specified:

Component	% of Total Score	Maximum Points
Seniority	10%	10
Education / Military Credits	20%	20
Oral Interview	15%	15
Written Examination	20%	20
Departmental Evaluations	10%	10
Assessment Center	25%	25

SECTION 10.8 SEQUENCE OF TESTS.

The points to be awarded each candidate for promotion for seniority, education/military credit, oral interview, written exam, and departmental evaluations shall be totaled and posted by the Fire and Police Commission.

SECTION 10.9 PROVISION OF COMPONENT SCORES.

In addition to the scores that are posted per the Rules and Regulations, an employee shall be entitled, upon written request of that employee, to receive a written record of the scores achieved on each of the components of the promotional examination. It is agreed that those involved in the scoring of the points awarded for oral interview, education/military credit, and departmental evaluation shall not be informed of the scores achieved on the written component until after these aforementioned components scores have been determined.

SECTION 10.10 TOTAL SCORE

A candidate's total score shall consist of the combined point totals awarded for seniority, education/military credit, oral interview, written examination, management staff evaluation, peer evaluation, and assessment center. Candidates shall take rank upon a promotional eligibility register in the order of their relative excellence as determined by their total score. In the event of a tie score, the placement of the tied candidates on the eligibility list shall be determined by departmental seniority in rank. Rounding of scores will not be completed until all individual components are combined. The total score will be rounded to the hundredth decimal place. A review of the final scores shall be performed by the Fire Chief and Local 555 President or their assigned designees. All promotions shall be made in rank order, from top to bottom in accordance with the FDPA, 20(D).

SECTION 10.11A SENIORITY

Seniority is to be determined as of the date the written examination is given and will be calculated as follows: Each full year of service shall be calculated at 0.5 points per year; partial years shall be calculated at 0.04166667 points per full month of service; and partial months shall be calculated at 0.00136986 points per day, up to a maximum of ten (10) points. The extra day in leap year shall not be figured into the equation.

SECTION 10.11B EDUCATION/MILITARY CREDITS AND ASCERTAINED MERIT

A candidate for promotion must submit his or her claim for education/ military credits with proof thereof to the Fire Chief or approved designee three (3) weeks prior to the date set for the written examination. The maximum number of points shall not exceed twenty (20) in total.

1. EDUCATION/MILITARY CREDITS

Candidates for promotion shall be awarded points for education/military credits based upon the following schedule, which is divided into two categories. A candidate shall be awarded the highest point value from each of the categories and point totals from the two categories will then be aggregated to constitute the candidate's total education/military credit score.

1A Bachelor's Degree and Military	Points
Bachelor's Degree – Any Discipline*	3.5
Military preference points (65 ILCS 5/10-2.1-11)	Up to 3.5

1B Specific Degrees	Points
Associate's Degree, Fire Science, Public Administration or Emergency Management*	2
Bachelor's Degree, Fire Science, Public Administration or Emergency Management*	3
Master's Degree, Fire Science, Public Administration or Emergency Management*	4.5

*To be eligible, the degree must have been obtained from an accredited institution of learning, e.g., NorthCentral.

1A and 1B constitute Category 1. Only one of the point value sources in Subcategories 1A and 1B may be claimed, and the combination of 1A and 1B is limited to or forty 40 percent of the total ascertained merit points awarded. E.g., and Bachelor's Degree, Fire Science from 1B will produce 6.5 points; and Master's Degree, Fire Science from 1B will produce 8.0 points.

2. ASCERTAINED MERIT

Fire Officer Certifications	Points
Certified Fire Officer I / Company Fire Officer – for Captain test only	5
Certified Fire Officer II / Advanced Fire Officer – for Battalion Chief test only	5

All current and previous OSFM and FEMA certificate courses shall be allowed using a 0.5 points per 40 hours ratio. Any certificate course not through OSFM or FEMA shall be approved by the Fire Chief or approved designee and agreed to by the Local for the purpose of it being allowed for all members.

A maximum of 80 hours may be used for Non-Tested Training Seminars or Web- Based Training conducted by a recognized agency or group (as described above).

Equivalent certificate courses will only be awarded once (i.e., ATF is equivalent to FF III). If the certification of Fire Officer I / Company Fire Officer or Fire Officer II / Advanced Company Officer has not been obtained, the individual courses (i.e., Management I, Management II, Strategy and Tactics, etc.) taken towards those certifications will be awarded using a 0.5 points per 40 hours ratio. Once the certification is issued, the individual components will no longer be eligible for ascertained merit.

It is the responsibility of the individual candidate to prove the appropriate course that they are applying for as ascertained merit points. The selection of individuals attending classes shall be strictly non-biased and based on budgetary parameters.

Note: Once awarded, merit points will apply for the duration of an employee's tenure.

SECTION 10.11C ORAL INTERVIEW.

The Oral Interview shall be competitive and consist of questions related to and associated with the performance of the duties for the position sought.

SECTION 10.11D WRITTEN EXAMINATION.

The written examination shall be competitive, shall consist of questions derived from the reading materials assigned and from the Department's current policies and procedures. The questions shall be related to and associated with the performance of duties for the position sought.

SECTION 10.11E DEPARTMENTAL EVALUATIONS

Departmental Evaluations shall be conducted in two (2) parts: a management evaluation and a peer evaluation. The individual candidate's scores for each of these two (2) separate evaluation types shall be collected by the Fire and Police Commissioners, totaled, and presented as one (1) candidate score for Departmental Evaluations. The maximum score for Departmental Evaluations is ten (10) points. The processes for the evaluations shall be as follows:

1. Management Evaluations. The management staff evaluations shall be a subjective evaluation by the GFD Chiefs including the filled positions of Fire Chief, Deputy Chief, and Battalion Chiefs. These points will be determined in a special meeting in the Fire Chief's office prior to the written exam component. An observer (a Fire and Police Commissioner or alternate) shall attend the meeting. An alternate observer shall not be a department member and shall be approved by both the Fire Chief and the union. The observer shall have no input into the scoring but will act to guarantee the points are awarded in an equitable manner among the Chiefs. Each Chief shall independently rank their top ten (10) Captain candidates (or fewer if there are less than 10 candidates) from 10-1. Each Chief will independently rank their top five (5) Battalion Chief candidates (or fewer if there is less than 5 candidates) from 5-1. Candidates not in the top 10 for Captain promotion and top 5 for Battalion Chief promotion will receive a score of zero (0). The individual Chiefs' scores will be totaled, the candidates ranked, and the promotional points awarded as follows:

Captain Candidates			
Rank	Promotional Points		
1	5.0		
2	4.5		
3	4.0		
4	3.5		
5	3.0		
6	2.5		
7	2.0		
8	1.5		
9	1.0		
10	0.5		
		Battalion Chief Candidates	
		Rank	Promotional Points
		1	5.0
		2	4.0
		3	3.0
		4	2.0
		5	1.0

In the case of a tie score, the candidate with the higher seniority will be ranked higher. Candidates not in these rankings will receive zero (0) points for the Management Staff Evaluation component of the promotional process. If fewer than the allotted number of candidates are available, the points will be assigned as above to the required ranking number.

2. Peer Evaluations. The peer evaluations shall be a subjective evaluation by the non- management (Chiefs) roster of the Galesburg Fire Department, excluding probationary employees. A form will be established for each rank listing all the candidates challenging the promotional process. Prior to the written test component, each evaluator will use the aforementioned form to independently rank their top ten (10) Captain candidates (or fewer if there are less than 10 candidates) from 10-1. Each evaluator will independently rank their top five (5) Battalion Chief candidates (or fewer if there is less than 5 candidates) from 5-1. Candidates for promotion may evaluate themselves as they see fit within the rankings. Candidates not in the top 10 for Captain promotion and top 5 for Battalion Chief promotion will receive a score of zero (0). The Fire and

Police Commission will compile and total the individual evaluator scores, rank the candidates, and award the promotional points as follows:

Captain Candidates			
Rank	Promotional Points		
1	5.0		
2	4.5		
3	4.0		
4	3.5		
5	3.0		
6	2.5		
7	2.0		
8	1.5		
9	1.0		
10	0.5		

Battalion Chief Candidates	
Rank	Promotional Points
1	5.0
2	4.0
3	3.0
4	2.0
5	1.0

In the case of a tie score, the candidate with the higher seniority will be ranked higher. Candidates not in these rankings will receive zero (0) points for the Peer Evaluation component of the promotional process. If fewer than the allotted number of candidates are available, the points will be assigned as above to the required ranking number.

SECTION 10.11F ASSESSMENT CENTER.

The parties agree to the use of an assessment center in the promotional process. A committee comprised of members of the Board of Fire and Police Commissioners, Fire Command Staff and the union, will create bid specifications for use in selecting a qualified vendor for the Assessment Center. The assessment center will be conducted following the awarding of points for seniority, education/military credit, oral interview, written exam, management staff evaluation, and peer evaluation components of the promotional process.

The number and choice of exercise as well as the scoring weight given to each exercise used in the assessment center will be determined by the approval of the parties. The parties agree to use an independent assessment service as provided in the Fire Promotion Act (50 ILCS 742/1 et seq.)

The Fire Department Deputy Chief or Battalion Chief in charge of Training shall assist the assessment service provider with information regarding department rules, regulations, policies, and procedures in the formulation of exercise components.

Scoring will be conducted solely by the assessment service evaluators and provided to the Fire and Police Commission.

SECTION 10.12 REOPENER FOR PROMOTION TESTING.

It is agreed by the parties that a committee of six (three from each side) shall meet after the signing of this Agreement to continue to work on refining the promotional process. Issues may include, but are not limited to, Chief's points/Peer review points, use of a fire simulator, and use of an assessment center. It shall be the City's responsibility to keep the Board of Fire and Police Commissioners informed of proposed changes and to seek input from the Board before arriving at a tentative agreement. Any agreement will be taken back to the membership for ratification, and then become part of this Agreement by side letter. If an agreement cannot be reached within ten (10) months before the expiration of the current promotional lists, the promotion process will be as provided in the above sections of this Article X.

ARTICLE XI: EMPLOYEE DISCIPLINE AND DISCHARGE

SECTION 11.1 EMPLOYEE DISCIPLINE.

The City may discipline or move to discharge any employee for just cause. The City further agrees that disciplinary action shall be in a timely fashion.

SECTION 11.2 CORRECTIVE.

The City agrees discipline in the Fire Department shall be progressive and corrective, designed to improve behavior and not merely to punish. However, when the severity of an infraction is great, discipline outside the normal progression, up to and including dismissal, may be considered an appropriate remedy. Once the measure of discipline is determined and imposed, the City shall not increase it for the particular act of misconduct unless new facts or circumstances become known. Where the City believes just cause exists to institute disciplinary action, the employer shall have the option to assess the following penalties:

1. Oral reprimand
2. Written reprimand
3. Suspension
4. Demotion
5. Discharge

Disciplinary action shall be progressive and corrective in nature and not designed to merely punish. The severity of the penalty applied shall be proportional to the gravity of the offense. In keeping with the parties' agreement that discipline is to be corrective, it is agreed that all files maintained concerning an employee shall be expunged, upon the employee's request, of any reference to their disciplinary history in accordance with the following:

1. Verbal reprimands: Will stay in a separate file in the Fire Chief's office and not sent to the City Manager's office unless further discipline is required.
2. Written reprimands: Removed not later than three (3) years after issuance.
3. Disciplinary suspensions: Removed not later than five (5) years after issuance.

The City may institute disciplinary action against any employee for just cause.

SECTION 11.3 PROCEDURE.

Any and all disciplinary actions against bargaining unit members shall be taken in accordance with the following:

SECTION 11.3A CHIEF'S AUTHORITY.

The Fire Chief shall have the following disciplinary authority:

1. To reprimand or suspend employees without pay as a disciplinary measure up to a maximum of thirty (30) calendar days. Such disciplinary action shall be deemed final, subject only to an appeal of such discipline in accordance with the provisions of this Article.
2. To file charges against employees seeking the penalties of discharge or demotion.
3. To suspend an employee with pay pending an investigation or the filing of charges.

SECTION 11.3B NOTIFICATION AND GRIEVANCE PROCEDURE.

If the Fire Chief decides to discipline an employee according to section 11.3A(1) or to initiate discipline of an employee according to Section 11.3A(2), the Chief or designee shall serve written notice of the charges and disciplinary penalty or proposed disciplinary penalty upon the employee involved with a copy to the Union. The employee shall have the right to contest the disciplinary action imposed according to Section 11.3A(1) by filing a grievance only.

If the employee elects (with the approval of the Union) to file a grievance as to the disciplinary action, the grievance shall be processed in accordance with Article V of the Agreement, except that it shall be filed at Step 3 of the procedure. Oral and written reprimands will only be processed through Step 3 and shall not be subject to grievance arbitration.

SECTION 11.3C CITY MANAGER'S AUTHORITY.

City Manager's authority to suspend, discharge, or demote and to suspend pending investigation or hearing:

1. The City Manager or designee shall have the authority to take final action as to charges for dismissal or demotion filed by the Fire Chief in accordance with Section 11.3B(1). The employee shall have the right to contest the disciplinary action by filing a grievance only. If the employee elects to file a grievance, the grievance shall be filed at Step 4A of the grievance procedure and processed (with the approval of the Union) to arbitration in accordance with the procedures of Article V of the Agreement.
2. The City Manager or designee shall also have the authority to suspend an employee with or without pay pending investigation and/or pending a hearing on charges recommending discharge. When the City Manager or designee makes a tentative decision to suspend for specified misconduct, demote, or to suspend without pay pending investigation or hearing on charges for discharge, prior to implementing the suspension, the City Manager or designee shall notify the Union and meet with the employee involved, and the employee's Union representative if requested by the employee, and inform the employee of the reasons for such contemplated action. The employee and the Union representative, if present, shall be given the opportunity to rebut and/or clarify the reasons for the suspension without pay pending investigation or hearing.

SECTION 11.3D FINALITY OF DECISION AND JUDICIAL REVIEW.

The decision of an arbitrator with respect to any such disciplinary action shall be final and binding on the employee, the Union, and the City, subject only to an appeal in accordance with the provisions of the Uniform Arbitration Act as provided by Section 8 of the IPLRA, 5 ILCS 315/8.

SECTION 11.3E EXCLUSIVITY OF DISCIPLINARY PROCEDURES.

This Agreement is intended to supersede the hearing rights and procedures afforded to employees as to disciplinary action provided by 65 ILCS 1/10-2.1-17 by providing the employee with the right to have a dispute as to disciplinary action resolved through the grievance/arbitration procedure of this Agreement in lieu of a hearing conducted by the Board of Fire and Police Commissioners. Pursuant to Section 15 of the IPLRA and the City of Galesburg's Home Rule Authority, the provisions of this Article with respect to discipline and the appeal and review of discipline shall be in lieu of, and shall expressly supersede and preempt, any provision that might otherwise be applicable under either 65 ILCS 5/10-2.1-17, or the Rules and Regulations of the City of Galesburg Board of Fire and Police Commissioners.

ARTICLE XII: PERSONNEL FILES

SECTION 12.1 PERSONNEL FILES.

The City shall keep a central personnel file for each employee. Supervisors may keep working files, but material not maintained in the central personnel file as of the effective date of this Agreement may not provide the basis for discipline against an employee.

SECTION 12.2 INSPECTION.

Upon appropriate written request to Human Resources, an employee may inspect their personnel file, subject to the following, within seven (7) working days: (a) inspection shall occur during normal working hours, at a time and in a manner mutually acceptable to the employee and the City. Upon request, an employee who has a written grievance on file who is inspecting their personnel files with respect to said grievance, may have a representative present during such inspection; (b) copies of materials in an employee's personnel file shall be provided to the employee upon request. The employee shall bear the cost of duplication; (c) employees will be limited to reviewing their personnel files to four (4) times a year; (d) as provided by current Illinois law, not all documents in an employee's files are available for inspection or copying. Some of these documents are reference checks, test materials or responses to the City with the specific request that it remain confidential; (e) as the City of Galesburg is the official guardian of the personnel records, no employee will be allowed to view their records without a member of the City Manager's office, or authorized designee, present.

SECTION 12.3 NOTIFICATION.

An employee shall be notified before a formal disciplinary action (written record of oral warning, written warning, disciplinary suspension, or termination) is placed in their personnel file. Such notification shall include an opportunity for the employee to sign and date the notification as evidence that he received the notification.

SECTION 12.4 EVALUATIONS.

Upon request, an employee shall be provided a copy of the evaluation form used for the purpose of evaluating their job performance. The evaluation shall be discussed with the employee and the employee shall be given a copy after completion and shall electronically sign the evaluation as recognition of having read it.

SECTION 12.5 REBUTTALS.

An employee may file a written rebuttal in the personnel file concerning any material in the file.

ARTICLE XIII: CONSOLIDATED TIME OFF

SECTION 13.1 COMPONENTS.

Effective January 1, 2013, in lieu of separate holidays, birthdays, personal days, vacations, and compensatory time off, each employee covered by this Agreement will receive an allotment of hours of paid consolidated time off (CTO) that will vary with seniority and shift or 40-hour assignment, as set forth in Section 13.2. The separate components of consolidated time off, comprising the amounts set forth in Section 13.2, are itemized in Appendix G. For purposes of arbitration under Section 14 of the Illinois Public Labor Relations Act, the components of CTO, as set forth in Appendix G, shall be treated as separate economic issues.

SECTION 13.2 AMOUNTS.

Employees will receive annual CTO, accrued by pay period, as follows:

<u>Shift Employees</u>			<u>40 – Hour Employees</u>	
Years of Service	Annual Hours	PP Accrual	Annual Hours	PP Accrual
0 – 6	262	10.08	198	7.62
7-13	310	11.92	234	9.00
14-21	358	13.77	270	10.38
22+	406	15.62	306	11.77

In transition years, additional CTO per the above schedule will be considered to be earned as of the employee's anniversary date.

SECTION 13.3 ACCUMULATION.

A maximum of 492 hours of earned but unused CTO for shift employees and 361 hours of earned but unused CTO for 40-hour employees may be carried over from one year to the next.

SECTION 13.4 CASH-IN.

In lieu of using CTO, shift employees may cash in a maximum of 108 hours of CTO time annually and 40-hour employees may cash in up to 72 hours of CTO time annually, at the then-applicable hourly rate of pay.

SECTION 13.5 SCHEDULING.

CTO shall be scheduled at times most desired by each employee consistent with historic practice. For purposes of administering this Section only, all employees on a shift (including bargaining unit employees and the Shift Commander assigned to that shift) shall schedule all CTO in the manner described in this Section, with the determination of preference being made on the basis of an employee's length of continuous service within the Department. Employees will not be allowed to schedule or take CTO that has not been accrued at the time of the leave.

1. Initial CTO Scheduling. CTO that is to be scheduled and approved prior to the CTO period (fiscal year) within which it is to be taken must be scheduled in twenty-four (24) hour increments. Any two shift employees may schedule CTO on the same workday during the initial CTO scheduling. Each CTO pick shall consist of one duty day or multiple consecutive duty days. Scheduled Kelly Days shall not be considered a break in consecutive duty days. The initial CTO schedule shall be completed and approved no later than December 15th of each year. Scheduling of CTO for 40-hour employees, which may include scheduling of CTO for City holidays, will be coordinated with the Fire Chief. In the event of a major disaster in the community, the Fire Chief may revoke approval of forthcoming scheduled CTO.
2. Subsequent CTO Scheduling. CTO that is scheduled and approved within the CTO period (fiscal year) in which it is to be taken may be scheduled in minimum two (2) hour increments. All requests for CTO must be submitted in writing to the Officer-in-Charge. When more than one request is submitted for the same day and/or time, requests will be honored on the first request submitted basis. Subsequent CTO requests submitted prior to the duty day for which such requests are made shall be approved or reasonably denied, based on projected manpower levels, at least one duty day prior to the duty day for which such requests are made. Denial of the request would not forfeit the standing of the request should manpower allow its approval later. CTO requests effective the duty day they are submitted shall be approved should manpower permit. Approved

CTO shall not be subject to denial later due to subsequent decreases in manpower. The CTO calendar in the Duty Office at Central Fire Station shall be used to track initial and subsequent CTO requests. CTO requests for 40-hour employees will be coordinated with the Fire Chief. If an individual wishes to cancel all or a portion of the approved CTO, the employee must notify the Duty Officer of the employee's shift or the preceding shift by 0730 hours of the day prior to the shift the CTO is scheduled.

SECTION 13.6 SEPARATION.

Upon separation from employment with the City, each regular non-probationary employee covered by this Agreement shall be entitled to receive payment at the employee's regular straight-time hourly rate of pay as of the date of separation for all unused CTO time.

SECTION 13.7 CONVERSION FORMULA.

For an employee reassigned from a shift schedule to a 40-hour schedule, multiply the employee's accumulated CTO times a conversion factor of .7547. For an employee reassigned from a 40- hour schedule to a shift schedule, multiply the employee's accumulated CTO times a conversion factor of 1.325.

ARTICLE XIV: LEAVES

SECTION 14.1 GENERAL LEAVE OF ABSENCE.

The City Manager may, at their discretion, grant a leave of absence to any bargaining unit employee for good and sufficient reason. The City shall, at its discretion, set the terms and conditions of the leave, including whether or not the leave is to be paid. Department heads may recommend vacation, injury, and/or sick leave with pay. Such leaves of absence will be requested in writing and reviewed by the City Manager. During leaves of absence without pay, the seniority of the employee on leave shall remain frozen at the level of the last day of actual employment.

SECTION 14.2 MILITARY LEAVE.

Military leave shall be granted in accordance with applicable law.

SECTION 14.3 JURY DUTY LEAVE.

A permanent employee shall be granted a leave of absence with pay if called for jury duty. Since it is not the intention of the City that an employee receive more compensation for jury duty than they would if they were performing their normal duties, the employee will turn in the jury check to the City when received. Should a jury be dismissed on any particular day, the employee will be expected to return to work.

SECTION 14.4 NON-EMPLOYMENT ELSEWHERE.

A leave of absence will not be granted to an employee to try for or accept employment elsewhere, or for self-employment. Employees who engage in employment elsewhere during such leaves will be terminated by the City.

SECTION 14.5A SICK LEAVE.

Permanent 40-hour employees covered by this Agreement may accumulate sick leave at the rate of 10.6 working hours per month, to a maximum of two thousand twenty-eight (2028) working hours, or at a rate of fourteen (14) hours per month for shift employees, to a maximum of two thousand six hundred and eighty-eight (2688) hours.

SECTION 14.5B ROUTINE CARE.

With prior approval and sufficient notice, leave for routine doctor, dental or other medical appointments shall be charged to the employee's regular and/or accumulated sick leave in one (1) hour multiples for the period the employee is off work. All employees must notify their shift supervisor of any scheduled appointment prior to the beginning of their shift. Upon return to work, the employee will give their supervisor a doctor's statement verifying the employee's ability to resume firefighting duties.

SECTION 14.5C ELIGIBILITY FOR PAY.

In order to get sick leave with pay, each employee covered by this Agreement agrees to:

1. Report promptly to the Fire Chief or designee the reason for their absence;
2. Keep the Fire Chief or designee informed of their conditions; and
3. Use sick leave only for the purposes set forth in this section and to bear the burden of proof of such sickness if required by the City.

Sick leave with pay may be used only for sickness, injury, or pregnancy of the employee or for absence necessitated by delivery of child by a spouse or by illness, injury, death, or exposure to contagious disease by a member of their immediate family. "Immediate family" is defined as the following relation to the employee or his/her spouse: spouse, parent, step-parent, sibling, child, step-child, grandparent and grandchild. The word "spouse" shall include civil partners.

Presence of the employee must actually and immediately be required for bona fide serious circumstances or emergencies as reasonably determined by the City, and absence from duty shall not exceed the period of actual need.

Sick days should not be considered to be a privilege; they are a fringe benefit which will be allowed only as provided herein. An employee on sick leave is required to act pursuant to reasonable instruction for care. Any employee who fails to meet the requirements of this Article, including failure to provide required medical documentation as provided in Section 16.5D, abuses the sick leave program, including the performance of work or activities off duty that are medically prohibited or restricted while on duty; or files for pay under false pretenses, shall not receive pay and may be subject to disciplinary action.

Sick leave, disability leave, and injury leave are not to be taken concurrently; only one of the three types of leave may be taken at any one time.

SECTION 14.5D CERTIFICATION.

If the City has reasonable grounds to believe sick leave is being abused, it may, at its discretion, require any employee requesting paid sick leave to furnish substantiating evidence or a statement from the employee's attending physician certifying that absence from work was required for medical reasons. A physician's certificate may be routinely required for absences of more than two (2) consecutive duty days, or for sick leave taken immediately before or after vacations or other time off provided by this Agreement, or for sick leave use in excess of four (4) occurrences per calendar year. An occurrence is defined as any continuous period of absence from duty covered by sick leave. The City also may reasonably require a physician's release certifying that the employee is fit to return to work as a condition to the employee's return to work. If there is a conflict between physicians' releases, the parties shall agree on a third person whose determination shall be final. Falsification of any verification of illness may be just cause for disciplinary action, up to and including discharge. Any employee who is found to have fraudulently obtained sick leave may be required to reimburse the City for such sick leave.

SECTION 14.5E SICK LEAVE PAYOUT.

Upon the retirement from City service of an employee who was hired after November 25, 2009, the City shall contribute to the employee's Retirement Health Savings Plan ("RHSP") account the dollar equivalent of thirty percent (30%) of the sick leave the employee has accumulated, per Section 16.5A, as of the time of retirement and at the employee's regular straight time hourly rate of pay, to a maximum of six hundred (600) hours (four hundred fifty-three (453) for a 40-hour employee) to be contributed at the employee's regular straight time hourly rate of pay.

Upon the retirement from City service of an employee who was hired on or before November 25, 2009, the City shall make the maximum contribution allowed by law to the employee's 457 account, up to the dollar equivalent of thirty percent (30%) of the sick leave the employee has accumulated, per Section 16.5A, as of the time of retirement and at the employee's regular straight-time hourly rate of pay, to a maximum of four hundred three (403) hours (three hundred four (304) for a 40- hour employee), with the difference between the maximum 457 contribution and the maximum payout provided by this Section, if any, to be contributed to the employee's RHSP account. The RHSP contribution and payout provisions of this Section apply to retirement only, and do not involve separation from City service for any other cause or disability leave.

If an employee provides at least three (3) months' notice of retirement, the amount of sick leave contributed will increase by five (5) percent. If an employee provides at least six (6) months' notice of retirement, the amount of sick leave contributed will increase by ten (10) percent. The employee must submit an irrevocable letter of intent to retire in order to be eligible to receive the additional five (5) or ten (10) percent of sick leave.

SECTION 14.6A INJURY, ILLNESS OR PREGNANCY.

In the event an employee is unable to work by reason of illness or injury, including those compensable under worker's compensation, or pregnancy, the City may grant a leave of absence without pay during which time seniority shall not accrue for so long as the employee is unable to work, except that for a work related injury compensable under worker's compensation an employee shall accrue seniority as set forth in Sections 14.6C and 14.7.

SECTION 14.6B ELIGIBILITY.

To qualify for such leave, the employee must report the illness, injury or inability to work because of pregnancy as soon as the illness, injury or inability due to pregnancy is known and thereafter furnish to the City a physician's written statement showing the nature of the illness, injury or state of pregnancy and the estimated length of time that the employee will be unable to report for work, together with a written application for such leave. Thereafter, during such leave, the employee shall be required to furnish a current report from the attending doctor at the end of every sixty (60) day interval.

SECTION 14.6C WORKER'S COMPENSATION.

If an employee is injured while performing their assigned duties, the employee shall be eligible for paid injury leave not to exceed a total of three hundred and sixty-five (365) calendar days for any one injury or accident. The employee shall be compensated in an amount equal to the salary rate they were making at the time of the accident based on the salary ordinance.

All injuries must be reported in writing as soon as possible by the employee or the supervisor in order to be eligible for injury leave and also the worker's compensation benefits as provided by the City. The employee shall authorize the City's inspection of their medical records and advise the department of any changes in their status.

Because the payments for worker's compensation benefits are not earnings subject to Federal, State, and F.I.C.A. taxes, and the payments are excludable from earnings for pension fund

deductions, the Finance Department may pay for the injury leave in the following manner: (a) Each bi-weekly pay period which occurs during the period of paid injury leave, the employee will receive a check for worker's compensation benefits, the amount of which check shall be computed in accordance with the rules and regulations of the Industrial Commission of Illinois. No deductions of any kind shall be made from this payment; (b) In addition, for each biweekly pay period of paid injury leave described above, the employee will receive a check in an amount equal to the difference between the employee's regular bi-weekly salary and the amount paid as worker's compensation benefits per (a) above. The salary paid per this check shall be subject to all applicable deductions and withholding for various taxes. The withholding of Federal and State taxes and mandatory deductions for pension funds, of course, take precedence over voluntary deductions such as credit union, or union dues, etc.

SECTION 14.7 DISABILITY LEAVE.

If an employee becomes disabled either on or off the job and is disabled from performing their duty and if the disability persists for one month or more, the permanent employee may be eligible to receive disability benefits under 40 ILCS 5/4-101, et seq. Such disability shall be considered disability leave and such employee may be granted a leave of absence from the City's service for the length of disability. If it appears upon verification by at least three (3) competent medical authorities that the employee will be permanently disabled, the employee must apply for a disability pension upon the request of their department or division head to the City Manager.

An employee shall not accrue benefits while on temporary or permanent disability leave in excess of three hundred sixty-five (365) calendar days. No employee shall be allowed to return to work without a written release from his attending physician. In the event an employee is reinstated into active service pursuant to the above-referenced Illinois Statutes, and whereupon assigned to duty the employee fails to report to work for five consecutive calendar days, then the employee's status as a municipal employee may be terminated.

SECTION 14.8 BENEFITS WHILE ON LEAVE.

Seniority, sick leave, vacation (or CTO, as the case may be) and employment credits shall not accrue when an employee is on leave without pay, on disability leave or on injury leave in excess of three hundred and sixty five (365) calendar days, except as per sections 14.6C, 14.7 and 16.3. Sick leave, disability leave and injury leave are not to be taken concurrently; only one (1) of the three (3) types may be taken at any one time. Any employee covered by this Agreement in violation of Article VI of this Agreement will automatically forfeit any and all covered benefits that they may enjoy.

SECTION 14.9 LIGHT DUTY.

Light duty for worker's compensation cases will be provided in accordance with the treating physician's restrictions. Light duty for personal injury may be made at the discretion of management subject to work availability and physician's restrictions.

ARTICLE XV: WAGES

SECTION 15.1 GENERAL.

Effective January 1, 2024, pay ranges and pay steps for employees in the classifications of Firefighter, Battalion Chief, and Fire Captain shall be as set forth in the salary schedules attached hereto as Appendix C. Pay ranges and pay steps for employees in the classifications of Firefighter, Battalion Chief, and Fire Captain shall be increased annually by the percentages indicated below:

January 1, 2025	4%
January 1, 2026	4%

Employees normally will progress from Step A to Step B at the end of one year's service, and then progress through steps annually thereafter upon their anniversary date until Step E has been reached. Upon completion of five (5) years of service and with one (1) academic year of Fire Science courses as provided for in Section 15.9, an employee will then progress to Step F in their respective pay range. Upon completion of six (6) years of service and with an Associate's Degree or higher level degree in Fire Science as provided for in Section 15.9, an employee will then progress to Step G in their respective pay range.

SECTION 15.2 NEW EMPLOYEES / MERIT INCREASES

The normal beginning rate for a new employee will be the minimum rate in the established range for the class of position. However, the City Manager may, in special cases, authorize initial appointment above the minimum. Incremental steps within established salary ranges are to provide a means of recognizing outstanding performance and continued good service. The City may grant, or fail to grant, such merit pay increases as it solely deems appropriate based upon employee performance. Non-merit factors such as Union activity, race, color or creed may not be considered by the City in granting such increases.

SECTION 15.3 40-HOUR INCENTIVE.

As an incentive to volunteer for such positions, an employee (designated as Firefighter (80) or Fire Captain (80)) who is 1) filling a 40-hour position and 2) assigned to the 40-hour schedule shall receive, for so long as both 1) and 2) apply, a wage rate that is two and one-half percent (2 ½%) above the rate established for shift firefighters (designated as Firefighter (106) or Fire Captain (106)) in Appendix C.

SECTION 15.4 LONGEVITY PAY.

After five (5) continuous years of service, each employee covered by this Agreement shall have the following amounts added to their base wages

Years of Service	Increase
After 5 years	2%
After 10 years	4%
After 15 years	6%
After 20 years	8%
After 25 years	10%
After 30 years	12%

Base pay shall be the bi-weekly salary from the official pay plan as referenced in Appendices B and C of this Agreement for which the employee is eligible, excluding any other pay adjustment or compensation provided.

SECTION 15.5 SEVERANCE PAY.

All permanent employees, upon retirement from the City service who are electing to retire under the provisions of the Illinois Firefighters Pension Law because of length of service, shall be entitled to severance pay equal to two (2) weeks actual salary at the time of retirement. This applies to retirement only where City employees have met the requirements of the Illinois Firefighters Pension Law. This is a one-time only benefit and credit will not be given for part- time or temporary service. The City will compute severance pay on actual wages rather than base wages.

SECTION 15.6 PAYROLL DEDUCTIONS.

If the employee so desires, the Finance Department may make certain deductions from the employee's check. Among these are savings and payments to the credit union, United Way contributions political action committee (PAC) contributions and additional withholding tax. All deductions must be requested in writing, dated, and signed by the employee.

SECTION 15.7 DIRECT DEPOSIT.

All fire department members covered by this agreement shall have direct deposit for payroll payments.

SECTION 15.8 ACTING PAY.

A bargaining unit employee who works in a higher capacity for a minimum of three (3) hours in such higher classification shall receive the rate of pay of the higher classification as acting pay retroactive to the first hour of such consecutive duty time in the higher classification. The determination as to whether or not the employee has been acting in a higher capacity for three (3) or more hours, and is thus entitled to acting pay, shall be made in accordance with present practice.

SECTION 15.9 APPROVED COLLEGE WORK.

The City shall provide an incentive for full-time employees covered by this Agreement to obtain a level of education beyond that of a high school diploma and the minimum requirements for the positions held by the employee.

Employees may not progress to Step F until completing one (1) academic year of Fire Science courses concurrent with Department practice, and may not progress to Step G until obtaining an Associate Degree or higher level degree in Fire Science from an accredited academic institution.

ARTICLE XVI: GROUP BENEFITS

SECTION 16.1 GROUP MEDICAL COVERAGE.

Plans, which provide certain basic benefits and comprehensive major medical benefits to age sixty-five (65) will be made available to permanent full-time employees and their eligible dependents, and to eligible retired employees and their eligible dependents. Plans which provide benefits supplemental to Parts A and B of Medicare are available to the aforementioned retired persons upon the attainment of age sixty-five (65). The plans of medical coverage available to the employees and their dependents, whether the employee is an active full-time employee or a retired employee, are dictated by the age of the persons involved.

Continuation of medical benefits will be offered according to Federal Cobra guidelines at group rates, to certain eligible employees and eligible dependents whose coverage would otherwise have terminated upon termination of employment. Former employees and eligible dependents will pay the full group premium cost and must notify the City of their intention to continue the coverage within sixty (60) days beginning on the date that coverage would have terminated under the group health plan. Details of these benefits are further explained in the Employee Health Plan Document.

SECTION 16.2 PERMANENT FULL-TIME EMPLOYEES AND DEPENDENTS.

Each plan coverage month begins on the first day of the calendar month. Employees under this Agreement will be eligible for the medical coverage on the first day that the employee commences to work. An eligible dependent shall include the covered employee's spouse, eligible dependent children, and civil union partner, as per the current plan provisions.

During the term of this Agreement, employees covered by this Agreement will contribute the monthly amounts specified in Appendix H toward the premium cost of group medical coverage under the City's plan. During the term of this Agreement, modifications to plan benefits, including but not limited to changes in coverage, deductibles, co-pays and out-of-pocket maximum payments, may occur as necessary to maintain plan solvency. Any such modification shall be subject to the provisions of Section 16.8 of this Agreement.

SECTION 16.2A HEALTH SAVINGS ACCOUNT (HSA)

For employees who elect coverage under the "High Deductible Plan" the City will make a contribution of \$750 for single coverage and \$1,500 for family coverage to a Health Savings Account (HSA) for each plan year. HSA contributions shall only be made in January. Employees who elect coverage under a plan other than the "High Deductible Plan" are not eligible for an HSA and no City contribution will be made.

SECTION 16.3 EMPLOYEES ON DISABILITY OR INJURY LEAVE.

Subject to the City's group coverage plan, an employee on disability leave may remain in the group medical plan but the employee must pay the full employee premium, except for an in the line of duty disability as noted below, and the full dependent's premium.

Subject to applicable provisions of Federal and Illinois state statutes an employee on injury leave (worker's compensation leave) may remain in the group medical plan and the City will continue to pay the employee's premium and the City's share of the dependent's premium as provided for in Section 16.2, except where such leave exceeds three hundred and sixty-five (365) calendar days (Section 16.1). Subject to applicable provisions of Federal and Illinois state statutes, if an employee is disabled in the line of duty, the City will pay the employee-only premium so long as the disabled employee is prevented from being gainfully employed elsewhere. If a disabled employee takes employment elsewhere and is eligible to be covered by that employer's group medical plan, the City premium payments for the employee shall cease.

SECTION 16.4 RETIRED EMPLOYEES AND DEPENDENTS.

A firefighter who is removed from the City's active payroll because of retirement as a deferred pensioner, retirement from active service, or disability retirement, shall have such rights to continued coverage under the City's group medical plan as are provided by State statute, currently codified as 215 ILCS 5/367f. In addition, except as otherwise provided in Section 16.1 and/or Article XVII of this Agreement, the City will bear the cost of the total premium of the employee only coverage to age sixty-five (65). Further, should any employee under the age of fifty (50) opt for retirement after twenty (20) years or more of service with the City of Galesburg and who also meets the service requirements for pension benefits under the provisions of the various City

pension plans, then that employee may remain in the City's medical plan at his own expense to age sixty-five (65). If any covered person attains the age of sixty-five (65), be it the retired employee or a dependent, then said employee or dependent is eligible for coverage secondary to Medicare as described in the first paragraph of Section 16.1. That person at the age of sixty-five (65), be it the retired employee or dependent, immediately becomes eligible for the coverage secondary to Medicare and all other coverage is terminated in regard to that person.

SECTION 16.5 OPT OUT RIGHT.

Any employee who is employed and covered by this Agreement as of the date of ratification by both parties shall have the right to opt out of (waive) the City's obligation to pay the cost of retiree health benefits as provided in Section 16.4. In consideration of such a waiver, the employee shall be entitled to the retirement health benefits provided under the Retiree Health Savings Plan ("RHSP") set forth in Article XVII. Such waiver rights shall be exercisable during open enrollment periods established at least annually by the City. Once an employee exercises their right to waive the premium payment obligations of the City under Section 16.4 they shall be covered by the provisions of Article XIX and, while retaining any statutory right that they may have to remain in the group covered by the City health plan, shall no longer be eligible for City-paid health care coverage as provided by Section 16.4. Such opt-out election shall be irrevocable.

SECTION 16.6 UNION AND MANAGEMENT LIABILITY.

The failure of any plan of medical coverage to provide any benefit for which it has contracted, shall result in no liability to the City or to the Union, nor shall such failure be considered a breach by the City or Union of any obligation undertaken under this or any other Agreement. However, nothing in this Agreement shall be construed to relieve any plan of medical coverage from any liability it may have to the City, Union, employee, or beneficiary of any employee. The terms of any contract or policy issued by a plan of coverage shall be controlling in all matters pertaining to benefits hereunder.

SECTION 16.7 RIGHT OF CONSULTATION.

A difference or conflict between any employee (or covered dependents) and the plan of coverage regarding claims or coverage shall not be subject to the grievance procedure provided for in any collective bargaining agreement between the City and the Union. Any questions or concerns involving claims or coverage shall be referred to the City Manager's office for clarification.

SECTION 16.8 HEALTH BENEFITS ADVISORY COMMITTEE.

Two (2) members of Local #555 shall be allowed to sit in on all Health Benefits Advisory Committee meetings. This will be a non-voting position, however, said employees will be allowed to give their advice regarding proposed changes in the coverage of City employees. Further, the City shall give proper notice to all members of the committee at least two (2) days prior to said meeting.

SECTION 16.9 ECONOMIC IMPACT NEGOTIATIONS.

In the event that premium costs increase or any coverage or benefit is decreased during the term of this Agreement, the Union may elect to open the issue of medical coverage with the City, for the purpose of good faith negotiations over the economic impact of any such change, by serving notice on the City within thirty (30) days of such increase or decrease. Such negotiations shall commence not later than fifteen (15) days after such notice is served.

This provision shall not preclude the City from, as may be deemed necessary, making changes in benefits as provided in Section 16.2, changing service vendors, or passing on to employees their share of premium increases except as otherwise provided for in Section 16.2. The fact of any such

change shall not be grievable by the Union; nor shall the City be required to make changes applicable only to firefighters in the City-wide medical plan. This provision is intended to afford the Union the opportunity to negotiate in good faith with the City the economic impact of any such change.

SECTION 16.10 GROUP DENTAL PLAN.

For employees covered by this Agreement, a group dental plan is available from a company selected by the City Manager. A plan which provides certain benefits is available to permanent full-time employees and their dependents who enroll in the group health plan. The cost for these plan benefits is included in the group health plan costs as stated in Appendix H.

SECTION 16.11 I.R.C. SECTION 125.

The City will extend its I.R.C. Section 125 Plan to members of the bargaining unit, so long as such plan continues to be authorized by the Internal Revenue Code.

SECTION 16.12 LIFE INSURANCE.

The City will provide \$10,000 in term life insurance for each employee covered by this Agreement.

ARTICLE XVII: RETIREE HEALTH SAVINGS PLAN

SECTION 17.1 ESTABLISHMENT.

The City shall establish a Retiree Health Savings Plan (RHSP) through the MissionSquare Retirement and RHSP accounts shall be established for all employees. The City's participation in the RHSP shall be in accordance with the terms and conditions of the RHSP participation agreement.

SECTION 17.2 REGULAR CONTRIBUTIONS: NEW AND OPT-OUT EMPLOYEES.

Employees who are hired after the date of ratification of this Agreement by both parties ("new employees") and those current employees who elect irrevocably to opt out of (waive) the City's obligation to pay health insurance premiums for them upon retirement, as provided in Section 16.5 ("opt-out employees"), shall be entitled to retiree health insurance by means of their participation in the RHSP but shall not be eligible for City-paid health insurance premiums upon retirement as provided by Section 16.4. For each such new employee and opt-out employee, the City shall contribute on or about the first payroll date in January ("the contribution date") during each year of this Agreement remaining after the date of ratification of the Agreement by both parties, or upon the successful conclusion of an employee's probationary period, if later, \$1,000 plus .25 percent (one-quarter of one percent) of annual salary as of the contribution date to the employee's Retiree Health Savings Plan account maintained by Mission Square Retirement.

SECTION 17.3 MATCHING CONTRIBUTIONS.

Each active employee covered under this agreement shall contribute via payroll deduction \$25 per month into their RHSP account; the City shall match the amount of each such contribution by contributing \$25 per month into the current employee's RHSP account.

SECTION 17.4 INCENTIVE CONTRIBUTIONS.

As a sick leave non-use incentive, the City will contribute, at the applicable rate of pay as of the first pay period following the beginning of a calendar year, a contribution equal to 72 hours of pay for any eligible shift employee (54 hours for a 40-hour employee) who does not use any sick leave during the previous calendar year, a contribution equal to 48 hours of pay for any eligible shift

employee (36 hours for a 40-hour employee) who used one (1) day (24-hour day for a shift employee or 8-hour day for a 40-hour employee) or less of sick leave use during the previous calendar year, and a contribution equal to 24 hours of pay for any eligible shift employee (18 hours for a 40-hour employee) who used more than one (1) but not more than two (2) days of sick leave (24-hour days for a shift employee or 8-hour days for a 40-hour employee) during the previous calendar year. For purposes of this Section, a one-day bereavement period shall not count as sick leave use and, for 40-hour personnel only, up to four (4) hours of released time for routine doctor and dental appointments do not count as sick leave use. In order to be eligible for such incentive contributions, the employee must have at least thirty (30) days of sick leave in their sick leave bank.

SECTION 17.5 SAVINGS PROVISION.

It is the intention of the parties that the Retiree Health Savings Plan set forth in this Section shall be administered through MissionSquare Retirement as long as it is mutually agreed and legally permitted. Should it occur that, because of circumstances beyond the control of the parties or in the exercise of legally-mandated City prerogatives, the plan administered by MissionSquare Retirement should be terminated, the City agrees that the RHSP trust accounts maintained by MissionSquare Retirement shall be transferred to a voluntary employee beneficiary association (VEBA) plan established under Internal Revenue Code Section 501(c)(9), or the then legal equivalent thereof, and the City's contribution obligations under this Section shall become VEBA contribution obligations. The VEBA to which such contributions are made shall be one selected by mutual agreement of the parties upon notice by the City and the opportunity to bargain over the selection, with such bargaining being subject to resolution by interest arbitration in the event of a failure to agree.

ARTICLE XVIII: PENSIONS

During the term of this Agreement, employees shall continue to participate in the Firefighter's Pension Fund in accordance with and subject to the provisions of the Statutes of the State of Illinois now applicable or as they may hereafter be amended.

ARTICLE XIX: RESIDENCY

All employees are required, as a condition of their continued employment with the City, to maintain their principal residences within the state of Illinois, and within a radius of forty-five (45) miles, by straight-line radius and not as determined by means of a surface streets and roads measurement from Galesburg City hall. This residence requirement shall be construed to mean actual "in fact" living and residing within the area described herein. Any person appointed to a permanent City position shall become a resident of the described area within thirty (30) days after the expiration of such employee's probationary period if the employee is to be continued in the City's service. Response time requirements are independent of residency requirements.

ARTICLE XX: MISCELLANEOUS PROVISIONS

SECTION 20.1 ACCEPTANCE OF GIFTS.

No gift or favor given because of their employment with the City of Galesburg shall be accepted by a City employee.

SECTION 20.2 DEFAULT ON PREMIUMS.

All medical plan premiums which are the sole responsibility of any current or retired employee due the City must be submitted on a timely basis. Unless previous arrangements are made

and approved by the City, failure to pay such premiums may result in termination of coverage without liability to the City.

SECTION 20.3 DRIVER'S LICENSE.

Employees designated by the City to drive firefighting equipment shall be required to obtain and maintain an appropriate driver's license within thirty (30) days of employment. The City agrees to provide equipment and reasonable training on work time to assist employees in obtaining such driver's license. Employees will be allowed to take the driver's test during working hours at a time designated by the City.

SECTION 20.4A SERVICE OF NOTICES.

Notices hereunder shall be deemed to have been adequately given if served by registered mail upon the persons named below at the address indicated, unless otherwise notified in writing:

Notice to the Union shall be addressed to:
President, I.A.F.F., Local #555
150 South Broad Street
Galesburg, Illinois 61401

Notice to the City shall be addressed to:
Human Resource Manager
City Hall
55 West Tompkins Street
Galesburg, Illinois 61401

A basket will be placed in the Central Fire Station Duty Office for these notices and mail.

SECTION 20.4B EMPLOYEE NOTICES TO EMPLOYER.

Employees shall notify their supervisor within seventy-two (72) hours or the next working day, whichever occurs sooner, of any changes in address, telephone number or marital status. The supervisor will inform the Human Resource Manager immediately of any such transactions in order to update the central personnel records.

SECTION 20.4C UNION NOTICE TO EMPLOYER.

The Union agrees to furnish the City with an up-to-date list of all of its officers and to immediately notify the City of any changes thereto.

SECTION 20.5 ORDERLY OPERATIONS.

The City may prepare, issue and enforce rules and safety regulations necessary for the safe, orderly and efficient operations of the City, consistent with this Agreement.

SECTION 20.6 OUTSIDE EMPLOYMENT.

Permanent City employees may not carry on, concurrently with City employment, any private business, undertaking or employment that affects the time or quality of their work, or which casts discredit upon or creates embarrassment for the City government.

SECTION 20.7 PERSONAL USE OF CITY PROPERTY.

The use of City property for personal use is prohibited.

SECTION 20.8 PHYSICAL FITNESS.

It shall be the responsibility of each employee to maintain the standards of physical fitness required for performing their job. Whenever a department or division head feels that the physical condition of an employee is endangering the employee's own health, or the safety of their fellow workers, the employee may be requested to submit to a medical examination by a physician without expense to the employee which shall only be for the purpose of determining the employee's physical condition relative to City employment.

The employees covered by this agreement shall be required to submit to the Physical Performance Test set forth below once each year. All bargaining unit members are required to complete this test and have their completion time validated by the Training Captain and a member of the City Fire Management staff.

The City will contribute, at the applicable rate of pay as of the first pay period following the beginning of a calendar year, a contribution equal to 16 hours of pay for any eligible shift employee (12 hours for a 40-hour employee) that meets the following criteria:

- Completes all portions of the annual Departmental Medical Evaluation or provides documentation of an annual wellness physical from personal physician
- Completes the current physical agility course

Bargaining unit members who fail to complete the test, or whose completion time is in excess of seven minutes (7:00) shall be required to complete the Physical Performance Test every three (3) months until they reach a completion time below seven (7:00) minutes. If a bargaining unit member fails to complete the test in seven minutes or less in three successive quarters, that information will be forwarded to the department physician to assist in recommendations to improve the employee's fitness level. The failure of a bargaining unit member to complete the test in seven minutes or less shall not be used in a punitive manner.

Testing shall be administered by the department and may be monitored by a Union representative with the employee's consent. Testing shall be conducted in a time frame after annual department physicals have been conducted, but prior to annual CTO scheduling.

Galesburg Fire Department Physical Performance Test

Required Gear

Full turnout gear (including gloves) with SCBA. Nomex hoods are optional. Extrication gloves may be worn in place of firefighting gloves.

Course Tasks and Rules

Task 1 - High-rise Stair-climb Evolution:

The course begins at the base of the stairs on the first floor of the burn tower with one (1) hand touching the accordion hose and "on air". Time begins when the hose is raised to the shoulder. Carry a 50' accordion section of 2 ½" attack line to the fourth (4th) floor of the burn tower. Running up the stairs and taking as many steps as possible is permitted. After reaching the fourth (4th) floor, carry the hose (walking) toward the window and drop the hose in the designated location.

Task 2 – Hoist Evolution:

With Hand-over-hand motion, pull a 50' rolled section of 2 ½" attack line attached to ½" utility rope to the fourth (4th) floor of the burn tower. Place the hose in the designated location just inside the window opening. Walk back down to the first (1st) level of the burn tower making contact with each step. After returning to the first (1st) level, walk to the chopping simulator located just outside the opening to the burn tower.

Task 3 – Chopping Evolution:

Using a 9# dead-blow hammer, drive a length of railroad tie a distance of five feet (5'). You must "strike" the tie. Hooking or dragging the tie will result in the assessment of a fifteen (15) second penalty added to the total time. After driving the tie, drop the sledgehammer and walk a serpentine path a distance of 140' to the next task.

Task 4 – 1 ¾" Hose Advance:

Pick up the nozzle and place it over the shoulder. Advance (walking) the 100' length of charged 1 ¾" hose a distance of 75', crack the nozzle and place it in the designated location. Walk 30' to the next task.

Task 5 – Victim Rescue Evolution:

Lift the 145# dummy under the arms and drag it backwards a distance of 100' and place it in the designated location. Total time ends at the completion of this task.

SECTION 20.9 RULES AND REGULATIONS.

All rules, regulations, and departmental orders shall be issued in writing to all bargaining unit employees. The Employer and the employees agree to adhere to those rules, regulations and orders unless and until they are changed in writing.

SECTION 20.10 PRINTING OF THE AGREEMENT.

The City shall make this Agreement available on the City's website and Intranet.

SECTION 20.11 MANNING LEVELS.

Minimum manning shall be as established by the Fire Chief's General Order #2 Manpower. If the Chief decides to change the manning levels, the Chief shall circulate a proposed new General Order incorporating the change. If the union wishes to bargain over the change, it shall notify the Chief, who shall then delay implementation of the changes for 30 days to allow for bargaining with the union during that period. During bargaining, the union shall be provided with the reasons for the change and the union shall have the opportunity to present alternatives to the change. After consideration of proposed alternatives, the Chief may implement the change unless the union has presented clear and convincing evidence that the change is unwarranted or unnecessary.

Manning shall be defined as qualified individuals that are capable of performing and providing firefighting suppression activities by means of holding certification known as "Firefighter II" and/or "Basic Operations Firefighter". All new employees shall be sent to a state certified training academy within the first year of employment, unless the new member has graduated from a state certified training academy, to achieve certification as "Firefighter II" and/or "Basic Operations Firefighter". The City shall assume the cost of such training, to include overnight lodging, transportation or mileage reimbursement, and a reasonable per diem.

SECTION 20.12 TELEPHONE.

All employees shall be required as a condition of continued employment, to obtain and maintain an operating telephone.

SECTION 20.13 VOTING TIME.

Employees shall be allowed the opportunity to vote in any federal, state, or local general election during work hours.

SECTION 20.14 PERSONNEL RULES.

The City's Personnel Rules are not applicable to bargaining unit employees.

SECTION 20.15 ORIENTATION AND LAPEL PINS.

The Union will be allowed an opportunity to have a one (1) hour orientation during the first (1st) week of employment with all new hires to explain the role of the Union and the benefits of membership. Bargaining unit employees will be permitted to wear the I.A.F.F. Union lapel pin on their uniforms at work in accordance with departmental rules.

SECTION 20.16 PROTECTIVE CLOTHING.

The employer shall provide protective clothing, and the employee shall continue to receive station uniforms according to the current practice of the parties. Station uniforms will be provided by the employer. The City shall make efforts to secure grant funding to provide for two (2) sets of firefighting P.P.E. for all bargaining unit members to include but not limited to: bunker gear, nomex hood, and gloves.

SECTION 20.17 CLASS A DRESS UNIFORMS AND STATION UNIFORM COMPONENTS.

An employee who completes their probationary period shall be provided by the City with a Class A Dress Uniform, according to the current Department specifications, at no cost to the employee. This uniform shall be provided within ninety (90) days after the expiration date of the employee's probationary period. A shift Firefighter shall be provided with an annual trade-in allowance of up to \$500 for replacement of work shoes, belts, Class A uniform upgrades and approved T or polo shirts upon submittal of receipts. Firefighters are required to buy short pants.

For 40 hour employees, a clothing allowance of \$400 will be provided.

SECTION 20.18 REIMBURSEMENT FOR LOSS OF PERSONAL ITEMS

Employees covered by this agreement will be reimbursed for loss of personal items (including but not limited to: gloves, eyeglasses, contact lenses, personal tools and uniforms) destroyed or damaged in the line of duty in an amount not to exceed \$250 per occurrence.

ARTICLE XXI: APPRENTICESHIP AND LIAISON OFFICER PROGRAM

The Union agrees to cooperate with the Employer in the Apprenticeship and Liaison Officer Program. There shall be created an Apprenticeship and Liaison Officer Committee jointly established by the Employer and the Union, with equal representation. This Committee shall be charged with the responsibility of developing the guidelines for developing, implementing and administering such programs.

The Committee shall administer the Liaison Program to effectuate the purpose of development a corps of individuals from the community, representing industries, hospitals, financial

institutions and the like, to serve as liaison personnel to the Galesburg Fire Department in the event of fire or other emergency at their facility. Such liaison officers will also be used by the Galesburg Fire Department as an auxiliary firefighting unit in the event of a major disaster in the community. Such persons will not be assigned to enter buildings or residences for the purposes of fire suppression, but will be limited to perimeter work, assisting the firefighters in the event of such a major disaster. They will be at all times under the direct supervision and control of the Chief of the Galesburg Fire Department or their assignee. They will wear uniforms and protective clothing that is distinctive from those of the bargaining unit members. Except in the case of such a major disaster, liaison officers will not perform the duties of firefighters and their duties shall be confined to providing information and other similar support services to the Galesburg Fire Department concerning their facilities. No such liaison officer will be summoned except if needed in an advisory nature nor perform any duties of any kind outside those of an advisory nature at the scene of a fire or similar emergency unless all bargaining unit members have been called back for duty because of the emergency.

Apprentice firefighters will be trained and assigned according to the guidelines developed by the Committee. Such persons shall be provided a uniform and protective clothing that is distinctive from that used by the bargaining unit members. Due to their lack of experience, and the possibility of injury to themselves, the public, and the bargaining unit members, apprentices will not be permitted to enter a building or a residence that is on fire. Apprentices will not be paid for their services and will not receive preferential treatment or consideration in the hiring process to become a member of the classified firefighting service of Galesburg.

In the event of a dispute among Committee members that cannot be resolved, the parties agree to refer the difference of opinion to a third party neutral for resolution, as per details and limitations to be mutually agreed for inclusion as an addendum to the contract to include a dispute mechanism for resolving cases of impasse positions of the Committee.

ARTICLE XXII: MAINTENANCE AND FUTURE DEVELOPMENT OF THE TRAINING SITE

The Hawthorne Training Site shall be recognized as an integral part of the Galesburg Fire Department facilities. Recognition of this therefore extends certain job responsibilities of bargaining unit members to that facility, including:

Maintains the Training Site's permanent structures and facilities to the effect of: maintains order and cleanliness of apparatus, tools, and equipment; sweeps and cleans or vacuums all floors and carpets; cleans and keeps sanitary the bathroom and kitchen areas including toilets, lavatories, showers, counters, cabinets, and appliances. Maintains order the cleanliness of classroom equipment and instructional aids.

Maintains and performs minor repairs of firefighting equipment, vehicles, and apparatus which may be stationed at the Training Site for training purposes.

Participates in the preparation, execution, and clean up operations arising from training activities implemented by the Department for the benefits of offering training opportunities to Department members together with other professional members or groups.

These duties and responsibilities arise from the conduct of regular Fire Department affairs and training activities. Utilization of the training facilities by outside departments, agencies, organizations, or affiliations will require their support in maintaining the order and cleanliness of training site facilities and equipment utilized in the conduct of these outside activities.

The Employer agrees to accept the primary responsibility of maintaining the physical grounds of the Training Site through its other departments by including the Training Site in its regular pattern of grass mowing and snow removal at the Hawthorne Complex. Firefighters shall assist in grounds

upkeep by trimming grass, weeds, and brush in areas not easily accessible to large equipment. Firefighters shall use snow blowers and other equipment provided by the Employer to clean sidewalks and other areas not clearable by City plow trucks.

The City may add additional firefighting duties to the foregoing by serving notice of such addition to the Union. This shall not prevent the Union from grieving the question of whether such additional duties are related to firefighting.

Activities involved in the further development of the Training Site performed outside regular duties as outlined under the Job Description (Appendix B) will be considered as voluntary contributions by bargaining unit members.

The Union shall not interfere in any manner with the voluntary work of a bargaining unit member as it relates to equipment, grounds or facilities.

ARTICLE XXIII: JOB DESCRIPTIONS

The job descriptions for bargaining unit members are set forth in Appendix B.

ARTICLE XXIV: SAVINGS CLAUSE

If any provision to this Agreement, or the application of such provision should be rendered or declared invalid by any court action or by reason of any existing or subsequently enacted legislation, by the State of Illinois or the United States of America, the remaining parts or portions of this Agreement shall remain in full force and effect. The parties shall attempt to renegotiate in good faith the invalidated provisions.

ARTICLE XXV: ENTIRE AGREEMENT

This Agreement supersedes and cancels all prior practices and agreements, whether written or oral, unless expressly stated in the Agreement, as to those matters specifically stated in this Agreement.

ARTICLE XXVI: AMENDMENTS

This Agreement may be amended only by mutual written agreement of the parties. Such amendments shall be lettered, dated, and signed by the parties and they shall constitute a part of this Agreement.

ARTICLE XXVII: TERMINATION

This Agreement shall be effective as of the day after the contract is executed by both parties and shall remain in full force and effect until 11:59 p.m. on the thirty-first (31) day of December 2026. It shall be automatically renewed from year to year thereafter unless either party shall notify the other in writing at least one hundred twenty (120) days prior to the anniversary date that it desires to modify this Agreement. In the event that such notice is given, negotiations shall begin no later than ninety (90) days prior to the anniversary date. This Agreement shall remain in full force and be effective during the period of negotiations.

Resolution of disputes as to the terms of the successor agreement shall be in accordance with the procedures of Section 14 of the IPLRA except that the impartial chairman of the arbitration panel shall be selected in accordance with the procedures provided for the selection of an arbitrator specified in Section 5.4 of this Agreement.

APPENDIX A

AUTHORIZATION FOR I.A.F.F. UNION DUES AND ASSESSMENTS

I hereby authorize the Finance Department to deduct from my earnings the regular monthly dues, and any annual assessments, uniform in dollar amount, in the amount certified by the Financial Officer of the Union; and further authorize the remittance of such amounts to said local Union in accordance with the currently effective agreement between the City of Galesburg and local Union. This authorization is revocable by a notice in writing by certified mail to the Finance Department with a copy to the said local Union.

I hereby waive all right and claim for said monies so deducted and transmitted in accordance with this authorization and further and separately relieve the City, and department of the City, the Union, and all their officers, representatives or agents from liability therefore.

APPENDIX B

JOB DESCRIPTIONS

FIREFIGHTER - FIRE DEPARTMENT.

Under direct supervision, combats and extinguishes fire; protects life and property through firefighting activities and the performance of hazardous tasks under emergency conditions and stress; participates in a program of emergency medical services; assists in the routine maintenance of department vehicles, apparatus, equipment, and physical facilities; receives training in methods and techniques related to firefighting; participates in the fire prevention and protection program.

Responds to fire alarms; uses chemical extinguishers, bar, hooks, lines, axes, and ladders to extinguish and/or prevent the spread of fire and protect lives and property; ventilates buildings, holds hose nozzle and directs water streams; may evacuate individuals from the fire and administer first aid to fire victims; participates in salvage and overhaul of equipment.

Drives and operates a pumper or ladder truck and/or rescue van; determines and takes most rapid route to the scene of the fire; positions truck, operates truck controls to regulate pressure and an amount of water flow or assure optimum of utilization of aerial ladders; distributes equipment from the truck to other fire fighters; assists and supervises the reloading of the truck.

Connects hydrant to pumper truck; turns on hydrant, lays hose lines as directed, checks couplings, and straightens hose.

Performs emergency rescue and provides emergency medical treatment in life-threatening situations, including fires, accidents and illnesses; gives necessary immediate treatment to distressed victims using life saving equipment; assures hospital and/or ambulance is contacted as required; may drive emergency van. Employees shall secure certification as an Emergency Medical Technician (minimum EMT or higher) within twelve (12) months of their date of hire and retain that certification as a condition of employment.

Receives continuous training in firefighting methods, techniques and equipment; participates in critique of firefighting operations after major fires; participates in the review of pre-fire plans for schools, nursing homes and hospitals.

Maintains and performs minor repairs of firefighting equipment, vehicles and apparatus. Participates in home awareness programs and Fire Prevention Week; provides tours of the firehouse; gives speeches to civic and school groups and interprets fire programs to community groups; may act as desk watch or historian at the fire station.

Prepares records and reports such as fire reports and equipment records; provides guidance, instruction and training to other firefighters; may assist Training Instructor as required.

Cleans and maintains fire station facilities; operates offset printing equipment when assigned. Firefighters shall continue to mow the grass at outlying stations and shall perform laundry duties according to the current practice.

With regard to snow removal from the apparatus aprons of fire department facilities, the Employer agrees to have its snowplows clean as part of their regular pattern of snow removal in the City. Firefighters shall use the snowplows, blowers, and other equipment provided by the Employer to clean the sidewalks and other areas not clearable by the City's snowplow trucks. If a fire emergency occurs, and it is necessary to clear an exit path for Fire Department vehicles, bargaining unit members agree to do so.

The City may add additional firefighting duties to the foregoing by serving notice of such addition to the Union. This shall not prevent the Union from grieving the question of whether such additional duties are related to firefighting.

The Union shall not interfere in any manner with the voluntary work of a bargaining unit member as it relates to equipment, grounds or facilities.

Firefighters shall perform the duties of a superior officer as assigned. Firefighters shall perform other duties as assigned or required.

FIRE CAPTAIN - FIRE DEPARTMENT.

Any firefighter promoted to Fire Captain shall maintain EMT or higher certification. Under direction, functions as station commander during an assigned shift for an outside firehouse or serves as an administrative aide; supervises an on-going program of facility and equipment maintenance and directs and participates in the containment and suppression of fires; conducts training programs; prepares and maintains a variety of records and reports.

Supervises all activities at an outside fire station for an assigned shift; directs staff in an on-going program of vehicle, equipment and facility maintenance; conducts in-service training and drills of subordinates in firefighting methods and techniques; maintains discipline, evaluates performance and abilities of staff.

Supervises subordinates and participates in the containment and suppression of fires; determines best method of extinguishing fires; directs the operation of pumping equipment, laying of hose lines, rescue of individuals, ventilation of buildings, etc.; directs work of firefighters or assists in their direction when relieved by a superior officer.

Directs staff and participates in home awareness and other fire prevention programs.

The City may add additional firefighting duties to the foregoing by serving notice of such addition on the Union. This shall not prevent the Union from grieving the question of whether such additional duties are related to firefighting.

The Union shall not interfere in any manner with the volunteer work of a bargaining unit member as it relates to equipment, grounds or facilities.

Prepares records and reports of fires, and station and staff activities; recommends and substantiates need for the purchase of new vehicles or equipment.

Serves as administrative aide; prepares, coordinates and maintains a variety of records and reports, such as time and pay records, personnel records, fire inspection reports, fire loss reports, station work activities, and supplies and equipment inventories; reviews building plans and assures compliance

with Fire Codes; coordinates releases to the media; may assist in the preparation of the budget proposal and prepares statistical information to evaluate existing or proposed programs.

Serves as training instructor for an assigned shift; teaches scheduled classes in firefighting techniques, equipment, methods and practices; coordinates or conducts special training programs; prepares related reports.

Assumes responsibility for acting as Battalion Chief in the absence of the superior. Performs other duties as required or assigned.

BATTALION CHIEF – FIRE DEPARTMENT

GENERAL DESCRIPTION

This is a full time, shift assigned position working a 24-hours on / 48-hours off schedule. Under the direction of the Fire Chief this position is responsible for planning, organizing, supervising, and directing activities of employees on an assigned shift, often through a subordinate supervisor (Captain). These activities include fire suppression; training; maintaining equipment, supplies, and fire stations; pre-planning for fires; implementing departmental and City personnel policies; educating the public, and conducting fire inspections. Incumbent is responsible for the welfare of personnel in their command and civilians during incidents. The position requires a broad knowledge of fire department administration, modern firefighting, and fire prevention methods and techniques in making proper determinations on varied work problems. Work is reviewed through submission of reports and through discussions and conferences with the Fire Chief.

ESSENTIAL FUNCTIONS

Assists the Fire Chief in the development and implementation of goals, objectives, policies, procedures, and priorities of operations.

Assumes Incident Command or otherwise functions in a leadership role for fires or other significant incidents or emergencies.

Confers, coordinates, and works with other Shift Commanders, other city departments and personnel, and, as necessary, coordinates with other fire agencies.

Plans, administers, coordinates, executes, supervises, and delegates activities of fire suppression and rescue, training, medical emergencies, and fire inspections and investigations.

Makes strategic decisions concerning fire suppression and medical response including directing, coordinating and supervising companies during emergency operations.

Assigns and supervises the work of Firefighters engaged in the maintenance of equipment and grounds at the fire stations during shifts.

Makes personnel decisions, including assignments, schedules and recommendations for discipline, in coordination with the Fire Chief.

Supports and coordinates training needs.

Coordinates personnel and station activities through the supervision of the Fire Chief.

Writes, reviews, and creates accurate records including daily, monthly, and yearly reports.

Supervises tests performed on fire hydrants, fire apparatus, and fire hose.

Supervises and assigns pre-fire planning.

Enforces and trains employees on City and departmental policies.

Responsible for the conduct, efficiency, and discipline of personnel assigned to shift.

Responsible for evaluation and critique of major incidents.

Monitors shift personnel sick leave, time trades, and consolidated time off (CTO) in cooperation with current departmental practices.

Record all departmental activities that occurred during the shift.

Investigate any complaints received during the shift.

Responsible for coordination and continuity between shifts while maintaining a positive work environment and demonstrating knowledge of sound people skills in carrying out the mission of the department.

Other duties as assigned.

PHYSICAL REQUIREMENTS

Strength and mobility to operate a motor vehicle and take command at an incident or emergency scene.

See in close and distant environmental surroundings.

Stand or sit for short or extended periods of time.

Immediately and without warning exert oneself physically over short and extended periods of time.

Maintain hand/arm steadiness and make skillful, coordinated movements with the arms, hands, and fingers.

Hold arms up and make coordinated movements for long periods of time.

Hear and understand conversations in a quiet and noisy environment, as well as ability to tell where a sound is coming from and discriminate between sounds.

Ability to hear and speak to communicate in person, before groups, and over the telephone and radio.

Work outside in various temperature and climate conditions for both short and extended periods of time.

WORKING CONDITIONS

Work requires attendance at meetings at various sites within and away from the City.

Must be able to work extended shifts or be called back in emergency situations.

STAFF 40 HOUR – TRAINING CAPTAIN -FIRE DEPARTMENT

GENERAL DESCRIPTION

This is a full-time position assigned to a 40-hour work week. The hours worked will be normal business hours with flexibility when schedule allows. The position of Staff/Training Captain works out of the Galesburg Fire Department Training Site but can be moved where needed. Under the direction of the Deputy Fire Chief, this position is responsible for establishing the yearly training calendar, coordinating and conducting yearly training for the department. These training activities include all fire suppression, EMS, Haz-Mat, vehicle extrication and other response areas. The position is responsible for the maintenance and use of the training site classroom building, training tower, and other on-site training buildings. The position will maintain all training records including training input on computer software programs. The position will have the ability to respond to emergency incidents as needed. Any firefighter promoted to 40-hour Staff/Training Captain shall maintain EMT-B-D certification.

ESSENTIAL FUNCTIONS

Creates and maintains the annual Training Plan according to ISO and OSFM suggested training

requirements. This includes fire suppression, EMS, Haz-Mat, vehicle extrication, Technical Rescue Training, and any other response area training needed.

Responsible for assisting department members with obtaining, maintaining, and recertifying all OSFM certifications.

Responsible for the coordination of shift-to-shift training for the department.

Creates outlines and presents topics and materials that are scheduled for training.

Creates and assigns monthly training assignments to be completed by crews.

Responsible for the coordination with scheduling and requesting classes through IFSI and other outside organizations.

Coordinates with outside agencies as well as other City departments when needed for training and facilitates locations that are needed to conduct offsite training.

Submit EMS topics to the Illinois Department of Public Health for approval each year.

Assist WIFA in utilizing the training site during the annual Fall Fire School.

Responsible for filing the Claim for Reimbursement with OSFM to recoup costs from expenses incurred during training travel, room and board, meals, and costs of classes by fire department personnel.

Responsible for cleaning and general maintenance of the training site along with equipment and buildings located there.

Responsible for the coordination and scheduling of requested fire extinguisher training from outside entities.

Serves to coordinate releases to the media when necessary.

Responsible for the preparation and development of the Department Training Budget.

Responds to all structure fires and maintains a support role.

Performs other duties as required or assigned.

REQUIRED CERTIFICATION

Company Fire Officer or Fire Officer I
Fire Service Instructor II

APPENDIX C

2024 Sworn Fire Employee Hourly Pay Schedule							
Classification	Step A	Step B	Step C	Step D	Step E	Step F	Step G
40-hour/week Firefighter *	\$27.45	\$28.82	\$30.26	\$31.79	\$33.36	\$35.04	\$36.81
53-hour/week Firefighter	\$20.21	\$21.22	\$22.28	\$23.39	\$24.56	\$25.76	\$27.08
40-hour/week Fire Captain *	N/A	N/A	N/A	N/A	N/A	\$38.63	\$40.56
53-hour/week Fire Captain	N/A	N/A	N/A	N/A	N/A	\$28.43	\$29.86
53-hour/week Battalion Chief	N/A	N/A	N/A	N/A	N/A	N/A	\$34.57
*includes 2.5% staff position incentive							
Note: Step G requires an Associate Degree or higher level degree in Fire Science							

APPENDIX D

LAYOFFS

If during the life of this Agreement, the City reasonably determines that layoffs are necessary due to a lack of work or of funds, it shall provide a thirty (30) day notice to the Union to the effect that it will lay off employees. If either party desires to reopen for negotiations the proposed layoffs or the effects thereof, including the issues of work schedules or work assignments, the party seeking negotiations shall service notice upon the other party within ten (10) calendar days from the date that the 30-day notice is served on the union. If either party serves notice upon the other of a desire to reopen for negotiations in accordance with this Appendix D, the parties shall meet at reasonable times for a period of sixty (60) days, or longer if mutually agreed in writing, in an effort to reach agreement on the issues presented by the notice(s) of desire to reopen. If neither party serves notice of a desire to reopen, the City may proceed with layoffs at the end of the 30-day notice period. Layoffs shall be conducted in accordance with provisions of Section 9.7.

If the Union has served notice of a desire to reopen regarding layoffs, and no agreement is reached during the 60-day negotiations period, the Union may invoke such impasse procedures are available to it under applicable law. Interest arbitration, should it be demanded by the Union, shall be conducted on an expedited basis, with no more than sixty (60) days elapsing between the demand for arbitration and the arbitration award, unless extended by mutual agreement of the parties in writing or by ruling of the arbitrator. The City agrees that it will not implement layoffs pending receipt of an arbitrator's award issued in compliance with the terms of this Appendix D.

APPENDIX E

EMT TRAINING

Where practicable, the necessary training to prepare employees to take EMT-or higher certification examinations and to meet the requirements for maintaining EMT-or higher certification will be provided on duty, without loss of pay, by and through the Galesburg Fire Department, subject to reasonable Department rules regarding training, attendance, and testing.

Overtime shall be paid in accordance with Section 7.3 of this Agreement.

APPENDIX F

DRUG AND ALCOHOL TESTING

It being the desire of the parties to protect the safety of the public and other employees, yet safeguard the rights of individual employees, the parties agree that drug and alcohol testing shall be conducted, as follows:

1. The City may order individual employees to submit to breathalyzer, blood or urine tests to determine the presence of alcohol and/or blood or urine tests to determine the presence of drugs where the City has reasonable suspicion to believe the individual employee is then under the influence of alcohol or controlled substances. The City shall set forth in writing to the employee at the time the order to submit the testing is given, the basis for such reasonable suspicion, including all objective facts and reasonable subjective observations and conclusions drawn from those facts.

Reasonable suspicion will be based upon the following:

- A. Observable phenomena, such as direct observation of use and/or the physical symptoms of impairment which might result from using or being under the influence of alcohol or controlled substances; or
 - B. Information provided by an identifiable third party which is reasonably believed reliable. The identity of the third party shall not be disclosed except when considered relevant to an appeal of a grievance or any disciplinary action.
 - C. Any and all accidents/injuries incurred while on duty that, in the non-grieveable judgment of the Fire Department supervisor in charge of accident review and reporting, are likely to be determined to have resulted in property damage of \$1,000 or more or that require immediate treatment by a medical professional.
2. Employees ordered to submit to drug and alcohol tests shall promptly comply with the order, whether or not they believe that reasonable suspicion for the order exists. Refusal to submit to such tests may result in appropriate disciplinary action. Employees who submit to such tests shall not be deemed to have waived or otherwise impaired their rights to grieve or otherwise contest any aspect of the testing as may be provided by law or this Agreement. The City shall present each employee, prior to issuing the order to test, this Agreement and the policy of the City concerning drug and alcohol abuse.
 3. The City agrees that its testing procedure for the presence of drugs or alcohol shall conform to the following:
 - A. Use only a licensed clinical laboratory to test body fluids or materials for alcohol or drugs;
 - B. Establish a chain of custody procedures for both sample collecting and testing that will ensure the integrity of and of each sample and test result;

- C. Collect a sufficient sample of the same body fluid or material to permit for an initial screening, a confirmatory test and a sufficient amount to be set aside and reserved for later testing; if requested by the employer;
- D. Collect all samples in such a manner as to preserve the individual employee's right to privacy, ensure a high degree of security for the sample and its freedom from adulteration. Proper testing may be conducted to prevent the submission of a false or adulterated sample;
- E. Confirm any sample that tests positive in the initial screening for alcohol or drugs by use of gas chromatography, with mass spectrometry or an equivalent scientifically accurate and accepted method that provides quantitative data about the detected alcohol or drug metabolites;
- F. Provide the employee tested with an opportunity to have an additional portion of the same sample tested by a licensed testing facility of his own choosing;
- G. Require that the clinical laboratory report to the City positive result only in the case where both the initial and confirmatory test results are positive as to the same sample;
- H. Provide each employee tested with a report of the results of each drug or alcohol test that includes the types of tests conducted, the results of each test, the detection level used by the laboratory, and any other information provided to the City by the laboratory.

Ensure that all positive samples are maintained for a period of not less than 120 days to permit additional testing at the election of the Employer or the employee.

Testing procedures for all breath, blood and urine samples for alcohol and other prohibited drugs and intoxicating compounds shall be in compliance with applicable sampling procedures and shall employ approved evidentiary instruments as required by Il. Adm. Code 20 IL. Adm. Code 1286.

Alcohol Standards: The parties agree to allow the City of Galesburg to administer breathalyzer tests by a trained technician on a properly calibrated breathalyzer to preliminarily determine reasonable suspicion for alcohol impairment by the employee while on duty. A blood alcohol reading on a breathalyzer administered as required under this Article of .01 or higher shall be considered a positive test. A confirmatory test shall be based upon a follow up blood test using the procedures required by this Article.

The parties agree that there shall be no random, periodic or mass testing of employees for alcohol or drugs. Employees shall have the right to grieve the basis for the order to test, accuracy of the tests, the consequences of the test and any alleged violation of this Agreement.

4. Should a grievance concerning such testing be sustained, the arbitrator shall have the authority to fashion an appropriate remedy, including but not limited to expungement of records, a prohibition against using information concerning the test or results thereof in any future employment decision, and the posting of appropriate notices. It is understood that employees' legal rights that may exist outside this Agreement concerning drug and/or alcohol testing are not limited or in any manner abridged herein and they may pursue the same as provided by law. This Agreement notwithstanding. The City agrees to indemnify and hold harmless the Union for and against any claims, demands or any liability that may arise, reasonable costs and attorney's fees included, as a result of any testing conducted by the City.

5. All discipline in situations involving a positive confirmed test shall be administered as specified herein:

- A. First Positive: Except in extreme situations, in the first instance that an employee tests positive on the confirmatory test, and where there are no other City or Department rule violations, the employee may be subject to a suspension not to exceed five (5) work days. The foregoing limit on suspension is conditioned upon the employee agreeing to:
 - a. Undergo appropriate treatment as determined by the physician(s) involved, up to and including a physician of the City and/or the City's EAP Coordinator.
 - b. Discontinue use of illegal drugs or abuse of alcohol.
 - c. The employee agreeing to authorize persons involved in counseling, diagnosing and treating the employee to disclose to the City the employee's progress, cooperation, drug and alcohol use dangers perceived in connection with performing job duties and completion or non-completion of treatment.
 - d. Complete the course of treatment prescribed, including an "after care" group for a period of up to twelve (12) months.
 - e. Agree to submit to random testing during hours of work during the period of "after care", and for a period of twelve (12) months following the period of "after care" and
 - f. Agree that during this last chance period in (5) above, if the employee tests positive again, the employee may be terminated.
- B. Employees who do not agree to the foregoing shall be subject to discipline up to and including termination.
- C. Second Positive: After two (2) violations of this policy, the employee shall be discharged from employment.

Upon being convicted of the sale, distribution, manufacture or transfer of an illegal drug, or the illegal sale, distribution, manufacture or transfer of a controlled substance, or felony possession of a controlled substance or any other illegal drug by an employee, an employee shall be immediately dismissed.

Upon being convicted of misdemeanor possession of any illegal drug or controlled substance, an employee will be subject to disciplinary action up to and including dismissal.

6. Voluntary Request for Assistance. Employees are encouraged to voluntarily seek treatment, counseling and/or other support and assistance for an alcohol or drug related problem. If such voluntary assistance is sought by the employee before the employee commits rule violations connected with drug/alcohol abuse and/or before the employee is subjected to for cause testing under this policy, there shall be no adverse employment action taken against an employee who voluntarily seeks assistance and successfully completes a substance abuse program. When voluntary assistance is requested under this policy, the employee may use the City's Employee Assistance Program to obtain referrals, treatment, counseling and other support and all such requests shall be treated as confidential pursuant to the City's normal procedure in the operation of its Employee Assistance Program. Employees participating in EAP shall comply with the following requirements:

- A. The City attorney shall be notified of the employee's entry in the EAP. Such information shall be held confidential subject to the employee's compliance with the conditions and agreements established for EAP participation;
- B. The EAP conditions shall include a requirement that the employee be subject to random testing during treatment;
- C. During the period of treatment, the employee shall be required to obtain a fit for duty statement from a physician who shall provide to the Administrator of the EAP. If the employee is determined to be fit for duty, the statement shall be held in confidence. If found not fit, the City shall be notified by the Union President.
 1. If the employee fails to comply with any agreements or conditions for participation in the EAP, the City shall be notified by the Administrator of the EAP.
 2. This employee will be required to submit to random testing for a period of twelve (12) months following the successful completion of treatment. Any further positive drug and alcohol testing may result in termination.

APPENDIX G

COMPONENTS OF CTO

Category	Year 0	Year 7	Year 14	Year 22
Current Allocations				
Vacation (a)	144	192	240	288
Personal Day	24	24	24	24
Holiday Time (b)	94	94	94	94
Total	262	310	358	406
New CTO Hours	262	310	358	406
Change to 40Hour conversion: .7547	198	234	270	306

- (a) Vacation includes 8 hours for birthday for shift employees
 (b) Holiday time includes hours previously known as comp time

BENEFIT CONVERSION PROCEDURE.

Employees who may be reassigned from a 53-hour work week schedule to a 40-hour work week schedule, or vice-versa, shall have their accumulated compensatory time leave hours, vacation leave hours, (or CTO hours, as applicable) and sick leave hours converted on the following basis:

1. New 40-hour Per Week Employees - To determine the equivalent benefit hours for new 40-hour per week employees, multiply the employee's shift schedule accumulated benefit hours times a conversion factor of .7547.
2. New Shift Employees - To determine the equivalent benefit hours for new shift schedule employees, multiply the employee's 40-hour per week accumulated benefit hours times a conversion factor of 1.325.

APPENDIX H

Health Insurance Contribution Rates

Monthly Premiums - Effective Retroactive to January 1, 2024

	High Deductible Plan	PPO Plan	PPO+ Plan
Coverage	Employee Pays	Employee Pays	Employee Pays
Single	\$ 53.26	\$ 137.10	\$ 141.79
<i>per pay</i>	\$ 26.63	\$ 68.55	\$ 70.90
Emp + 1	\$ 174.33	\$ 377.71	\$ 399.68
<i>per pay</i>	\$ 87.17	\$ 188.86	\$ 199.84
Family	\$ 384.24	\$ 566.12	\$ 598.66
<i>per pay</i>	\$ 192.12	\$ 283.06	\$ 299.33

Premiums & Contributions include medical, prescription drug, dental & vision benefits for each plan as defined in the benefits booklet

RATIFICATION

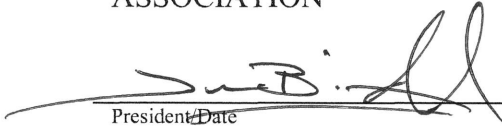
Executed this _____ day of December, 2025, after ratification by the Union membership and after receiving approval by the City Council.

CITY OF GALESBURG, ILLINOIS

I.A.F.F. LOCAL NO. 555

GALESBURG FIREFIGHTERS
ASSOCIATION

City Manager/Date



President/Date

11.25.25

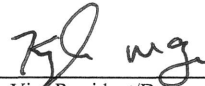
Witness/Date



Vice President/Date

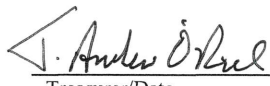
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Witness/Date



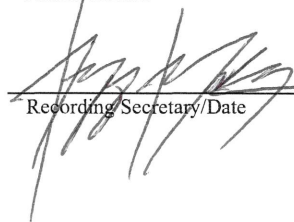
Vice President/Date

11.25.25



Treasurer/Date

11.25.25



Recording Secretary/Date

11/25/25

SIDE LETTER OF AGREEMENT

This Side Letter of Agreement (“SLA”) between the City of Galesburg, an Illinois municipal corporation (the “City”) and the Galesburg Firefighters’ Association, I.A.F.F. Local No. 555 (the “Union”) is intended to serve as a confirmation of the City and the Union’s additional agreements pursuant to the Tentative Agreement Between the City and the Union (the “Tentative Agreement”). The Union and the City may collectively be referred to hereinafter as the “Parties.”

WHEREAS, the City and the Union reached a Tentative Agreement for a successor a Collective Bargaining Agreement, dated January 1, 2024 through December 31, 2026 (the “CBA”), which was then ratified, subject to certain additional components of the Tentative Agreement;

WHEREAS, the City and Union hereby desire to memorialize and agree to the additional components of the Tentative Agreement as set forth herein.

NOW, THEREFORE, in consideration of the foregoing, the City and Union agree to the following:

1. Upon the execution of the CBA and this Side Letter of Agreement, wage increases and applicable health insurance / medical coverage premiums of the CBA will be applied retroactively to January 1, 2024 for (a) bargaining unit employees on its payroll as of the date of ratification by both parties and (b) any bargaining unit employees who retired under the Illinois Pension Code since January 1, 2024;
2. The City hereby rescinds the Fire Chief’s February 26, 2025 memorandum regarding time trading. However, effective upon the execution of the CBA and this Side Letter of Agreement, the City will enforce the terms of Section 7.9 of the CBA, and all policies and general orders regarding time trading, as written, without regard to any alleged past practice;
3. The parties agree to amend Section 7.9(7) of the CBA, as ratified by the Union, to state as follows:
 7. Once the trade is approved, the signing parties become fully responsible for the newly traded and approved time to be worked. If an employee then fails to be at work or supply a suitable replacement within a reasonable time prior to the assigned work schedule, that employee (the most recently approved to work the designated time) will be relinquish benefits or be docked pay, as set forth below, for the missed hours of work on an hour for hour basis or at their normal rate of pay for the missed hours, as applicable and set forth below. The City will not be responsible for tracking time trades as to who owes whom time and takes no responsibility for requiring individuals to pay time back beyond what was approved on the approved request form. In the event an employee relinquishes benefits or is docked pay for missed hours of work under this Section, and the employee was sick, the employee may petition the Fire Chief to not have the employee’s

benefits relinquished or pay docked; however, the Fire Chief shall have sole discretion in determining whether the benefits are relinquished or pay is docked and the Fire Chief's decision shall not be subject to the grievance procedures set forth under Article V.

If an employee fails to be at work or supply a suitable replacement within a reasonable time prior to the assigned work schedule, that employee (the most recently approved to work the designated time) shall have their benefits relinquished or pay docked as follows:

- (a) The employee shall first relinquish accrued CTO on an hour for hour basis;
- (b) If the employee does not have sufficient CTO accrued to cover the remaining missed hours of work, then for any remaining missed hours for which CTO was not sufficient, the employee shall relinquish sick leave on an hour for hour basis;
- (c) If the employee does not then have sufficient sick leave accrued to cover the remaining missed hours of work, then for any remaining missed hours for which sick leave was not sufficient, the employee shall be docked their pay on their next paycheck on an hour-by-hour basis at their applicable hourly rate of pay.

4. The union shall withdraw its unfair labor practice charge (Case No. S-CA-25-093) upon the execution of the CBA and this Side Letter of Agreement;

5. The union hereby agrees to withdraw and no longer pursue the grievance filed by Firefighter Andrew Johnson related to time trading and the docking of his pay;

6. In consideration of the union agreeing to withdraw and no longer pursue the above-said grievance, the City will pay Firefighter Andrew Johnson the gross amount of \$649.92 less standard deductions for the February 22, 2025 workday, on or before the next scheduled pay date following the execution of this Side Letter of Agreement.

7. For purposes of Section 20.17, a shift Firefighter will be permitted the revised \$500 annual trade-in allowance for 2025 (not any prior years); however, any allowance previously given in 2025 will apply towards the \$500 trade-in allowance for 2025.

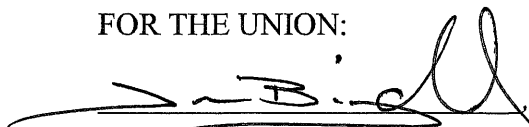
[SIGNATURE PAGE TO FOLLOW]

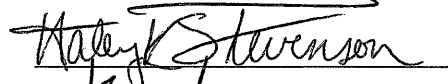
SIGNATURE PAGE TO SIDE LETTER OF AGREEMENT

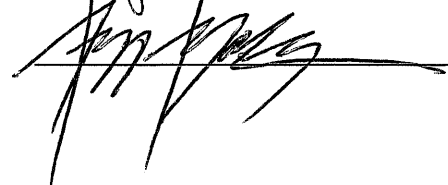
Dated this _____ day of December, 2025.

FOR THE UNION:

FOR THE CITY:

 *Its President.*

 *Its Vice-President.*

 *Its Secretary*

Eric Hanson, City Manager



City Council Meeting

Agenda Item Overview

December 01, 2025

AGENDA ITEM: Settlement Agreement McMahon v. Galesburg

SUMMARY RECOMMENDATION: The City Manager and City Attorney for Work Comp recommend approval of the settlement agreement.

BACKGROUND: This settlement agreement resolves the pending workers' compensation case of Mr. McMahon related to an injury sustained in May of 2024. In exchange for a release of claims, Mr. McMahon will be compensated \$32,000.

BUDGET IMPACT: Sufficient funds are available in the Risk Management Fund (078).

SUPPORTING DOCUMENTS:

1. Settlement Agreement

ILLINOIS WORKERS' COMPENSATION COMMISSION SETTLEMENT CONTRACT LUMP SUM PETITION AND ORDER

ATTENTION. Answer all questions. Attach a recent medical report.

Internal# S0201600

Workers' Compensation Act **Yes**Occupational Diseases Act **No**Fatal case? **No**

Date of death

Mark McMahon

Employee/Petitioner

Case# **24WC033474**

v.

City of GalesburgSetting **Rock Island**

Employer/Respondent

To resolve this dispute regarding the benefits due the petitioner under the Illinois Workers' Compensation or Occupational Diseases Act, we offer the following statements. We understand these statements are not binding if this contract is not approved.

Mark McMahon

Employee/Petitioner

City of Galesburg

Employer/Respondent

55 W. Tompkins St.

Street address

Galesburg, IL 61401

City, State, Zip code

State employee? **No**Gender: **Male**

Marital status:

#

Date of accident: **5/13/2024**How did the accident occur? **Caught right foot on roadway while building forms**What part of the body was affected? **Right leg**

What is the nature of the injury?

The employer was notified of the accident **in writing.**

Return-to-work date:

Location of accident: **Galesburg**Did the employee return to his or her regular job? **Yes****None****None**

MEDICAL EXPENSES: The employer has not paid all medical bills. List unpaid bills in the space below.

The parties agree that all medical bills the Respondent agrees to pay have been paid prior to the approval of the contracts. Any and all additional bills and associated liens are disputed and denied and are Petitioner's responsibility.

PREVIOUS AGREEMENTS: Before the petitioner signed an Attorney Representation Agreement, the respondent or its agent offered in writing to pay the petitioner \$ NA as compensation for the permanent disability caused by this injury.

An arbitrator or commissioner of the Commission previously made an award on this case on NA regarding

TTD \$ NA

Permanent disability \$ NA

Medical expenses \$ NA

Other \$ NA

TERMS OF SETTLEMENT: Attach a recent medical report signed by the physician who examined or treated the employee. Since a serious dispute exists, Respondent offers and Petitioner agrees to accept the lump sum settlement amount of \$32,000.00, which represents 15% loss of use of the right leg pursuant to Section 8(e) of the Illinois Workers' Compensation Act. This contract represents full and final settlement of any and all claims for compensation, TTD, and medical, surgical, and hospital expenses, and any other expenses, past, present, and future, known or unknown, arising out of the alleged work-related accident described herein. This contract further represents full and final settlement of any and all claims as the result of any aggravation, exacerbation, sequelae, or residual effect of the foregoing accident up through and including the date on which this contract is approved. Petitioner further agrees that this settlement resolves any and all claims for injuries alleged to have occurred arising out of and in the course of Petitioner's employment with Respondent up to and including the date the contract is approved for the claimed body part. The parties agree that all medical bills the Respondent agrees to pay have been paid prior to the approval of the contract. Any and all additional bills and associated liens are disputed and denied and are Petitioner's responsibility. Under Section 8.2, the parties agree there is no causation dispute for medical treatment and that related bills have been paid pursuant to the requirements of Section 8.2 and the Illinois Workers' Compensation Act Fee Schedule. Petitioner acknowledges that any and all liens or potential liens against this settlement, including those involving Medicare, Medicaid, the Internal Revenue Service, healthcare providers, health insurance providers or carriers, and child support enforcement, IDHS or otherwise, have been revealed to Respondent and are Petitioner's sole responsibility to resolve out of the lump sum settlement amount. Petitioner and Respondent further agree to waive the provisions of Section 8(a) and 19(h) of the Act, those provisions being the right of future medical and right of review. Petitioner represents that Petitioner has not applied for and is not currently receiving Medicare or SSDI. Respondent reserves all rights of reimbursement provided under Section 5(b) of the Act and this settlement agreement is not a waiver of Respondent's Section 5(b) rights.

The parties agree Respondent is not responsible for any future medical treatment, Medicare covered or otherwise, following this settlement as Petitioner has been released from care. The parties have considered Medicare's interests in this settlement and have determined that an allocation for future Medicare covered expenses is not required pursuant to the policy and procedure established by the CMS Memoranda to protect Medicare's interests, as required by the Medicare Secondary Payer Statute, and for reasons set forth below. At the time of this settlement, Petitioner is neither on nor eligible for either Social Security Disability or Medicare and Petitioner is not reasonably expected to become eligible for either Social Security Disability or Medicare within the next thirty (30) months. Based upon reports of Petitioner's current health care providers, his treating physicians have placed Petitioner at MMI with no indication for further medical treatment as a consequence of the alleged work injury. There are no future Medicare covered treatments or prescriptions prescribed or reasonably expected related to the injuries in this claim; therefore, no allocation is required or being established. Regardless, it is not the intention of Petitioner, Respondent, or Respondent's Carrier in this case to shift the responsibility for paying future medical expenses related to Petitioner's alleged injuries to the Federal Government. The parties have considered and protected Medicare's interests in this case. However, this settlement does not meet the current criteria for review and approval by the Centers for Medicare and Medicaid Services.

Petitioner acknowledges that Petitioner understands that if Petitioner has received any benefits, at any time, known or unknown, from Medicare or Medicaid for any injuries or conditions, related or not to Petitioner's alleged accident, Petitioner must contact Medicare/Medicaid to resolve any lien or claim Medicare/Medicaid might have against the proceeds of this settlement. Petitioner understands that should future treatments related to this injury become necessary and CMS (Medicare) finds that a Medicare Set-aside Allocation was required and that Medicare's interests were not adequately protected, CMS (Medicare) may require Petitioner to expend up to the entire settlement amount on Medicare covered expenses related to the injury before Medicare will provide coverage for the injury. Petitioner voluntarily accepts this risk and waives any claims against Respondent and Carrier should Medicare take such action, including, but not limited to a Private Cause of Action against Respondent/Carrier under the Medicare Secondary Payer Act (MSP) pursuant to 42 USC §1395y(b)(3)(A).

Total amount of settlement	<u>\$32,000.00</u>
Deduction: Attorney's fees	
Deduction: Petitioner's costs	
Deduction: Other (explain)	<u>\$0.00</u>
Amount employee will receive	<u>\$32,000.00</u>

PETITIONER'S SIGNATURE. *Attention, petitioner. Do not sign this contract unless you understand all of the following statements.*

I have read this document, understand its terms, and sign this contract voluntarily. I believe it is in my best interests for the Commission to approve this contract. I understand that I can present this settlement contract to the Commission in person. I understand that by signing this contract, I am giving up the following rights unless expressly reserved or left open for a specified period of time in the terms of settlement:

1. My right to a trial before an arbitrator;
2. My right to appeal the arbitrator's decision to the Commission;
3. My right to any further medical treatment, at the employer's expense, except as otherwise provided herein, for the results of this injury;
4. My right to any additional benefits if my condition worsens as a result of this injury.

Signature of petitioner

Name of petitioner

Telephone number

Date

PETITIONER'S ATTORNEY. I attest that any fee petitions on file with the IWCC have been resolved. Based on the information reasonably available to me, I recommend this settlement contract be approved.

Signature of attorney
J. Kevin Wolfe

Date
00252

Attorney's name
Harvey & Stuckel
2809 W. Willow Knolls Drive
Suite B
PEORIA, IL 61614
Firm name and address

IWCC Code #

(309) 671-4900

Telephone number

jkwolfe@hslaw.us

E-mail address

RESPONDENT'S ATTORNEY. The respondent agrees to this settlement and will pay the benefits to the petitioner or the petitioner's attorney, according to the terms of this contract, promptly after receiving a copy of the approved contract.

Signature of attorney

James Kelly

Date

03150

Attorney's name

James M Kelly

IWCC Code #

7817 N Knoxville Avenue

Peoria, IL 61614

Firm name and address

(309) 679-0900

Telephone number

jim@jameskellylawfirm.com

E-mail address

NA

Name of respondent's insurance or service company

ORDER OF ARBITRATOR OR COMMISSIONER:

Having carefully reviewed the terms of this contract, in accordance with Section 9 of the Act, by my stamp I hereby approve this contract, order the respondent to promptly pay in a lump sum the total amount of settlement stated above, and dismiss this case.

ORDINANCE NO. _____

An ordinance appropriating for all town purposes for Township, Knox County, Illinois, for the fiscal year beginning January 1, 2026, and ending December 31, 2026.

BE IT ORDAINED by the Board of Trustees of the Town of the City of Galesburg Township, Knox County, Illinois.

SECTION 1: That the amounts hereinafter set forth, or so much thereof as may be authorized by law, and as may be needed or deemed necessary to defray all expenses and liabilities of the Town of the City of Galesburg Township, be and the same are hereby appropriated for the town purposes of the Town of the City of Galesburg Township, Knox County, Illinois, as hereinafter specified for the fiscal year beginning January 1, 2026, and ending December 31, 2026.

SECTION 2: That the following budget containing an estimate of revenues and expenditures is hereby adopted for the Town Fund and General Assistance Fund.

General Town Fund			
Beginning Balance 1/1/2026			\$784,744.05
Revenues			
Property Tax		\$264,000.00	
Replacement Tax		\$64,103.14	
Interest Income		\$25,683.91	
Total Revenues			\$353,787.05
Total Funds Available			\$1,138,531.10
Expenditures			
Administration		\$476,560.00	
Assessor		\$271,300.00	
Total Expenditures			\$747,860.00
Ending Balance 12/31/2026			\$390,695.10
Administration			
Personnel			
Salaries		\$127,860.00	
Group Insurance		\$115,000.00	
Total			\$242,860.00

Contractual Services			
Legal & Professional Service		\$7,000.00	
Travel Expenses - Other		\$1,000.00	
Total			\$8,000.00
Commodities			
Office Supplies/Postage/Publications			
Operating Supplies			
Total			
Other Expenditures			
Building - Maintenance		\$30,000.00	
Town Hall		\$25,000.00	
Miscellaneous Expense		\$500.00	
Contingencies		\$10,000.00	
Capital Outlay - Equipment		\$10,000.00	
Maintenance Agreement		\$7,000.00	
Bonds		\$1,000.00	
Bank Service Fees		\$1,000.00	
Social Security & Medicare		\$40,000.00	
IMRF		\$42,000.00	
Liabilities		\$13,200.00	
Audit Fund		\$21,000.00	
VNA		\$25,000.00	
Total			\$225,700.00
Total Administration			\$476,560.00
Assessor			
Personnel			
Salaries		\$205,000.00	
Total			\$205,000.00
Contractual Services			
Maintenance Agreements		\$5,000.00	
Maintenance Service - Vehicle		\$3,500.00	
Travel & Training - Assessor		\$4,500.00	
Travel & Training - Office		\$6,500.00	
Legal & Professional		\$15,000.00	
Total			\$34,500.00

Commodities			
Office Supplies & Postage		\$5,000.00	
Total			\$5,000.00
Capital Outlay			
Equipment		\$10,000.00	
Total			\$10,000.00
Other Expenditures			
Miscellaneous Expense		\$500.00	
Contingencies		\$16,000.00	
Other Post Employment Benefits		\$300.00	
Total			\$16,800.00
Total Assessor			\$271,300.00
Total Town Fund			\$747,860.00
General Assistance Fund			
Beginning Balance 1/1/2026			\$325,792.94
Revenues			
Property Tax		\$155,000.00	
Interest Income		\$11,233.03	
Other Townships		\$25,500.00	
Total Revenues			\$191,733.03
Total Funds Available			\$517,525.97
Expenditures			
15.11 Administration		163,325.00	
15.31 Home Relief		273,000.00	
Total Expenditures			81,200.97
Ending Balance 12/31/2026			
Administration			
Personnel			
Salaries		\$133,000.00	
Health Insurance			
Total Expenditures			\$133,000.00

Contractual Services			
Legal & Bonds		\$200.00	
Training & Travel - Office Staff		\$2,000.00	
Total Expenditures			\$2,200.00
Commodities			
Maintenance Supplies - Equipment			
Maintenance Agreements		\$7,000.00	
Office Supplies & Service		\$4,500.00	
Total Expenditures			\$11,500.00
Capital Outlay			
Equipment		\$10,000.00	
Total Expenditures			\$10,000.00
Other Expenditures			
Miscellaneous Expense		\$1,500.00	
Contingencies		\$5,000.00	
Bank & Service Fees			
Other Post Employment Benefits		\$125.00	
Total Expenditures			\$6,625.00
Total Administration			\$163,325.00
Home Assistance			
Contractual Services			
Medical and Dental Services		\$10,000.00	
Shelter		\$60,000.00	
Utilities		\$20,000.00	
Funeral & Burial Service		\$5,000.00	
Ambulance		\$1,000.00	
Total Expenditures			\$96,000.00
Commodities			
Food		\$30,000.00	
Personal/Household Needs/Clothing		\$20,000.00	
Transients		\$3,000.00	
Client Misc./Transportation/Laundry		\$5,000.00	
Total Expenditures			\$58,000.00

Other Expenditures			
Hygiene Pantry/Bus Program & Passes		\$10,000.00	
Emergency Assistance - Misc.		\$4,000.00	
Emergency Assistance - Rent		\$50,000.00	
Emergency Assistance - Utilities		\$55,000.00	
			\$119,000.00
Total Home Relief			\$273,000.00
Total General Assistance			\$436,325.00
Section 3: That the amount appropriated for town purposes for the fiscal year beginning January 1, 2026 and ending December 31, 2026, by fund shall be as follows:			
General Town Fund	\$747,860.00		
General Assistance Fund	\$436,325.00		
Total Appropriations			1,184,185.00

Approved this _____ day of December 2025 by a roll call vote as follows:

Roll Call # _____

Ayes: _____

Nays: _____

Absent: _____

Abstain: _____

Kimberly A. Thierry, Township Supervisor

ATTEST:

Peter D. Schwartzman, Trustee

Kelli R. Bennewitz, Township Clerk

ORDINANCE NO. _____

An ordinance levying taxes for all town purposes for the Town of the City of Galesburg, Knox County, Illinois, for the tax year 2025, collectable in 2026.

BE IT ORDAINED by the Board of Trustees of the Town of the City of Galesburg Township, Knox County, Illinois.

SECTION 1: That the sum of Five Hundred Thirty One Thousand Dollars (\$531,000) are hereby levied upon all property subject to taxation within the Townships that property is assessed and equalized, in order to meet and defray all necessary expenses and liabilities of the Township as required by statute or voted by the people in accordance with the law, for such purposes as for the Town Fund and the General Assistance Fund.

SECTION 2: That levied for each object and purpose shall be as follows:

		Amount	
		<u>Levied</u>	
<u>GENERAL TOWN FUND</u>			
<u>ADMINISTRATION</u>			
	Personnel	\$127,000	
	Contractual Services	\$5,000	
	Commodities	\$5,000	
	Capital Outlay	\$6,000	
	IMRF	\$42,000	
	SSMC	\$40,000	
	Liability	\$9,000	
	Audit	\$21,000	
	Other Expenditures	\$0	
	TOTAL ADMINISTRATION:		\$255,000
<u>ASSESSOR</u>			
	Personnel	\$100,000	
	Contractual Services	\$5,000	
	Commodities	\$5,000	
	Capital Outlay	\$10,000	
	Other Expenditures	\$1,000	
	TOTAL ASSESSOR:		\$121,000
	TOTAL GENERAL TOWN FUND:		\$376,000

<u>GENERAL ASSISTANCE FUND</u>			
<u>ADMINISTRATION</u>			
	Personnel	\$70,000	
	Contractual Services	\$2,000	
	Commodities	\$2,000	
	Capital Outlay	\$1,000	
	Other Expenditures	\$1,000	
	TOTAL ADMINISTRATION:		\$76,000
<u>HOME RELIEF</u>			
	Contractual Services	\$34,000	
	Commodities	\$25,000	
	Other Expenditures	\$20,000	
	TOTAL HOME RELIEF:		\$79,000
	TOTAL GENERAL ASSISTANCE FUND:		\$155,000
<u>TAX LEVY SUMMARY</u>			
	General Corporate Tax	\$376,000	
	General Assistance Tax	\$155,000	
	TOTAL TAXES LEVIED:		\$531,000

SECTION 3: That the Town Clerk shall make and file with the County Clerk of Knox County, on or before the last Tuesday of December, a duly certified copy of this ordinance.

SECTION 4: That if any section, subdivision, or sentence of this ordinance shall for any reason be held invalid or unconstitutional, such finding shall not affect the validity of the remaining portion of this ordinance.

SECTION 5: That this ordinance shall be in full force and effect after its adoption, as provided by law.

Approved this _____ day of December 2025 by a roll call vote as follows:

Roll Call # _____

Ayes: _____

Nays: _____

Absent: _____

Abstain: _____

Kimberly A. Thierry, Township Supervisor

ATTEST:

Peter D. Schwartzman, Trustee

Kelli R. Bennewitz, Township Clerk

Township of the City of Galesburg

City Council Meeting

Agenda Item Overview

December 1, 2025

AGENDA ITEM: Contract for Legal Services

SUMMARY RECOMMENDATION: The Township Supervisor recommends approval of the contract for legal services with Jeremy S. Karlin, Karlin Raver LLC.

BACKGROUND: Per (60 ILCS 1/100-5 (a) The Township Board may employ and fix the compensation of township employees that the board deems necessary, excluding the employees of the offices of Township Supervisor of General Assistance and the Township Assessor. The Township Attorney will not be considered a Township employee.

The Township will retain Jeremy Karlin, of the Karlin Raver LLC, to serve as its Attorney. Mr. Karlin's services will be provided at a rate of \$200 per hour for all matters requested by the Township Supervisor.

BUDGET IMPACT: \$200 per hour as needed.

SUPPORTING DOCUMENTS:

1. Contract



KARLIN RAVER LLC

ADVISING PROTECTING DEFENDING

Jeremy S. Karlin
117 E. Main Street, Suite 102
Galesburg, IL 61401
(309) 381-1451

Jeremy@karlinraver.com

Justin M. Raver
101 N. Tremont Street
Kewanee, IL 61443
(309) 386-1054

Justin@karlinraver.com

Molly E. Palmer
117 E. Main Street, Suite 102
Galesburg, IL 61401
(309) 315-9099

Molly.Palmer@galesburglaw.com

Township of the City of Galesburg
Attn: Kimberly Thierry
121 W. Tompkins St.
Galesburg, IL 61401

Email: kthierry@ci.galesburg.il.us
kburkett@ci.galesburg.il.us

Phone: 309-343-9059

Date of Issuance: November 25, 2025

I, KIMBERLY THIERRY, Township Supervisor of the Township of the City of Galesburg, the undersigned, hereby employ and retain Karlin Raver LLC as the Township's attorney to represent the Township in all matters as requested by the Township. I agree to pay attorneys' fees as follows:

\$200.00 per hour for all work by attorneys
\$100.00 per hour for all work by paralegals

I agree that, in addition to the above attorneys' fees, all court costs, subpoena costs, photos, depositions, court reporter costs, reports, witness statements, expert fees and all other out-of-pocket expenses directly incurred in investigating or litigating this claim shall be paid by me.

Karlin Raver LLC will charge all costs, expenses, and fees for legal services incurred during each monthly billing cycle. All such charges against my account will be paid by me within 14 days from receipt of my monthly bill. Failure by me to pay the billed amount within 14 days of receipt of any bill will be cause for Karlin Raver LLC to cease working on my case and withdraw their representation in this matter.

I agree that payment of any bill sent to me must be made within 14 days, and interest will accrue on unpaid account balances that are more than 30 days past due at the rate of 1.5% per month, or 18% per annum. I understand Karlin Raver LLC reserves the right to withdraw should my bills not be paid. I further agree to pay all reasonable attorneys' fees, costs, and expenses associated with collection by Karlin

Raver LLC of any amounts due and owing under this Contract, to the fullest extent permitted by applicable Illinois law.

I agree that if I elect to pay the retainer and/or my bill with a check and the check is returned for insufficient funds, I authorize Karlin Raver LLC to assess a service fee of \$25.00.

I understand that Karlin Raver LLC reserves the right to increase its hourly rate annually and will provide 30-day notice of same.

Jeremy S. Karlin will be the primary attorney responsible for the work called for under this agreement. The law firm may assign other attorneys and legal co-workers to work on matters as deemed appropriate.

I have read the above Fee Contract and I agree to all terms and provisions.

Dated: _____

Client Signature: _____

Kimberly Thierry,
Township Supervisor

Attorney Signature: _____

Jeremy S. Karlin
For Karlin Raver LLC

25-9032

TOWN OF THE CITY OF GALESBURG

Date: December 1, 2025Agenda Number: 25-9032

TOWN FUND	<u>\$1,001.60</u>
GENERAL ASSISTANCE FUND	<u>\$8,361.42</u>
IMRF FUND	<u>\$3,788.98</u>
SOCIAL SECURITY/MEDICARE FUND	<u>\$4,079.22</u>
LIABILITY FUND	<u></u>
AUDIT FUND	<u></u>
TOTAL	<u>\$17,231.22</u>

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11/24/25

Accrual Basis

TOWN of the City of Galesburg - TOWN
Advance Pay Vendor Summary by Month
Nov 11 2025 - Nov 24 2025

	TOTAL
I.M.R.F.	3,788.98
IDOR	689.70
MSI	121.00
NCPERS	96.00
The Register-Mail - LOCALIQ	94.90
TOTAL	4,790.58

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11/24/25

Cash Basis

TOWN OF THE CITY OF GALESBURG - GA
General Assistance Advance Payment Report
 Nov 11 2025 - Nov 24 2025

Date	Num	Name	Memo	Paid Amount
AMEREN PLEDGE				
11/12/2025	26139	AMEREN PLEDGE		125.75
11/13/2025	26142	AMEREN PLEDGE		53.97
11/14/2025	26143	AMEREN PLEDGE		153.75
11/14/2025	26145	AMEREN PLEDGE		48.01
11/14/2025	26146	AMEREN PLEDGE		43.42
11/17/2025	26153	AMEREN PLEDGE		240.00
11/18/2025	26164	AMEREN PLEDGE		244.00
Total AMEREN PLEDGE				908.90
City WATER Galesburg				
11/12/2025	26140	City WATER Galesburg		213.50
11/21/2025	26165	City WATER Galesburg		184.36
Total City WATER Galesburg				397.86
Hy- Vee National Blvd #1215				
11/17/2025	G19517	Hy- Vee National Blvd #12...		195.63
11/17/2025	G19244	Hy- Vee National Blvd #12...		0.02
11/17/2025	G19244	Hy- Vee National Blvd #12...		43.23
11/17/2025	G19506	Hy- Vee National Blvd #12...		126.51
11/17/2025	G19524	Hy- Vee National Blvd #12...		149.04
11/17/2025	G19542	Hy- Vee National Blvd #12...		38.49
11/17/2025	G19561	Hy- Vee National Blvd #12...		200.00
11/17/2025	G19552	Hy- Vee National Blvd #12...		150.00
11/17/2025	G19622	Hy- Vee National Blvd #12...		149.68
11/17/2025	G19591	Hy- Vee National Blvd #12...		123.72
11/17/2025	G19573	Hy- Vee National Blvd #12...		149.17
11/17/2025	G19611	Hy- Vee National Blvd #12...		150.00
Total Hy- Vee National Blvd #1215				1,475.69
Hy-Vee Main St # 1216				
11/12/2025	G19644	Hy-Vee Main St # 1216		199.98
11/12/2025	G19635	Hy-Vee Main St # 1216		197.18
11/12/2025	G19635	Hy-Vee Main St # 1216		114.00
11/12/2025	G19599	Hy-Vee Main St # 1216		193.85
11/12/2025	G19583	Hy-Vee Main St # 1216		200.00
11/17/2025	G19588	Hy-Vee Main St # 1216		198.44
11/18/2025	G19662	Hy-Vee Main St # 1216		198.73
Total Hy-Vee Main St # 1216				1,302.16
LL Bridlecreek / Rural Rentals				
11/17/2025	26152	LL Bridlecreek / Rural Rentals		760.00
Total LL Bridlecreek / Rural Rentals				760.00

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11/24/25

Cash Basis

TOWN OF THE CITY OF GALESBURG - GA
General Assistance Advance Payment Report
 Nov 11 2025 - Nov 24 2025

Date	Num	Name	Memo	Paid Amount
LL Glasnovich, Thomas				
11/17/2025	26154	LL Glasnovich, Thomas		325.00
Total LL Glasnovich, Thomas				325.00
LL KCHA				
11/12/2025	26137	LL KCHA		20.00
11/12/2025	26138	LL KCHA		127.95
11/14/2025	26147	LL KCHA		70.00
11/17/2025	26151	LL KCHA		18.34
11/18/2025	26159	LL KCHA		62.00
11/21/2025	26166	LL KCHA		64.00
Total LL KCHA				362.29
LL KCHA Laundry				
11/14/2025	26148	LL KCHA Laundry		20.00
11/17/2025	26150	LL KCHA Laundry		20.00
11/18/2025	26161	LL KCHA Laundry		20.00
11/21/2025	26167	LL KCHA Laundry		20.00
Total LL KCHA Laundry				80.00
LL Sandburg Village Apartments				
11/14/2025	26144	LL Sandburg Village Apartm...		27.00
Total LL Sandburg Village Apartments				27.00
LL Skinner, Aaron				
11/18/2025	26162	LL Skinner, Aaron		439.00
Total LL Skinner, Aaron				439.00
LL Villas at Carl Sandburg, LLC				
11/13/2025	26141	LL Villas at Carl Sandburg, ...		721.00
Total LL Villas at Carl Sandburg, LLC				721.00
LL Wilcox Properties				
11/21/2025	26168	LL Wilcox Properties		400.00
Total LL Wilcox Properties				400.00

1:46 PM

11/24/25

Cash Basis

TOWN OF THE CITY OF GALESBURG - GA
General Assistance Advance Payment Report
Nov 11 2025 - Nov 24 2025

Date	Num	Name	Memo	Paid Amount
Salvation Army Thrift Store				
11/12/2025	G19457	Salvation Army Thrift Store		45.00
11/12/2025	G19427	Salvation Army Thrift Store		98.00
11/12/2025	G19412	Salvation Army Thrift Store		43.00
11/12/2025	G19467	Salvation Army Thrift Store		98.00
11/12/2025	G19472	Salvation Army Thrift Store		71.00
11/12/2025	G19365	Salvation Army Thrift Store		93.00
11/12/2025	G19513	Salvation Army Thrift Store		199.09
11/12/2025	G19372	Salvation Army Thrift Store		49.90
11/12/2025	G19519	Salvation Army Thrift Store		72.81
11/12/2025	G19562	Salvation Army Thrift Store		98.84
11/12/2025	G19453	Salvation Army Thrift Store		49.38
11/12/2025	G19596	Salvation Army Thrift Store		98.86
11/12/2025	G19601	Salvation Army Thrift Store		98.75
11/12/2025	G19610	Salvation Army Thrift Store		46.87
Total Salvation Army Thrift Store				1,162.50
TOTAL				8,361.42

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11/24/25

Accrual Basis

SSMC FUND
SSMC Transactions
 Nov 11 2025 - Nov 24 2025

Type	Date	Name	Memo	Split	Amount
108 - Cash - CBI F&M SSMC FUND					
Transfer	11/12/2025		Funds Transfer November 2025 1st PP	128 - IL Funds - SSMC FUND	5,000.00
Check	11/14/2025	FEDER...	November 2025 1st PP 270572125633004	-SPLIT-	-3,389.52
Check	11/14/2025	IDOR	November 2025 1st PP 1 -456-503-152	415 - Social Security & Medicare	-689.70
Transfer	11/21/2025		Funds Transfer November 2025 2nd PP	128 - IL Funds - SSMC FUND	5,000.00
Total 108 - Cash - CBI F&M SSMC FUND					5,920.78
TOTAL					5,920.78