

**MINUTES OF THE PUBLIC MEETING  
OF THE PUBLIC SAFETY RETIREMENT BOARD  
OF THE TOWN OF CHINO VALLEY**

**SEPTEMBER 7, 2016  
4:00 P.M.**

The Public Safety Retirement Board of the Town of Chino Valley, Arizona, met for a Public Meeting in the Conference Room, located at 202 N. State Route 89, Chino Valley, Arizona, on SEPTEMBER 7, 2016.

**1) CALL TO ORDER**

Vince Schaan called the meeting to order at 4:06 pm.

**2) ROLL CALL**

Present: Dean Keller; Cheri Romley; Gary Brusco; Vince Schaan

Absent: Darryl Croft, Chair

**3) APPROVAL OF MINUTES**

- a) Consideration and possible action to approve the August 8, 2016 minutes.

MOVED by Cheri Romley, seconded by Dean Keller to approve the August 8, 2016 public meeting minutes.

**Vote:** 4 - 0 PASSED - Unanimously

**4) CALL TO THE PUBLIC**

*Call to the Public is an opportunity for the public to address the Board concerning a subject that is not on the agenda. Public comment is encouraged. Individuals are limited to speak for three (3) minutes. The total time for Call to the Public may be up to 15 minutes per meeting. Board action taken as a result of public comment will be limited to directing staff to study the matter, scheduling the matter for further consideration and decision at a later date, or responding to criticism.*

- a) There was no response from the public.

**5) OLD BUSINESS**

- a) There was no old business.

**6) NEW BUSINESS**

- a) Accept retirement for Michael Burmeister, effective November 18, 2016.

Michael Burmeister is currently in the drop program which was approved 3 years ago. His last day on the job will be November 18, 2016.

MOVED by Cheri Romley, seconded by Gary Bruso to accept Michael Burmeister's retirement effective November 18, 2016.

**Vote:** 4 - 0 PASSED - Unanimously

**7) EXECUTIVE SESSION**

*The Board may vote to recess the Regular Meeting and hold an Executive Session, which will not be open to the public, for the following purposes:*

MOVED by Dean Keller, seconded by Cheri Romley to adjourn into Executive Session at 4:09 pm.

**Vote:** 4 - 0 PASSED - Unanimously

- a) An executive session pursuant to A.R.S. § 38-431.03(A)(1) for discussion or consideration of employment, assignment, appointment of ~~Michael Burmeister~~ OFFICER J VILLALOBOS and pursuant to A.R.S. § 38-431.03(A)(2) for discussion or consideration of records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law; to wit, an independent medical report regarding ~~Michael Burmeister~~ OFFICER J VILLALOBOS.

MOVED by Cheri Romley, seconded by Dean Keller to adjourn the Executive Session at 4:15 pm.

**Vote:** 4 - 0 PASSED - Unanimously

**8) ACTION ITEMS RESUMED**

*After the Executive Session, the Board will reconvene the Regular Meeting.*

- a) Consideration and possible action to recommend Officer J Villalobos be granted a medical disability.

All documents, including the Town's Independent Medical Exam (IME) report, his doctor report and all medical records, along with the paperwork will be sent to the Public Safety Board for review. Once the review is complete the Public Safety Board will process the retirement documents.

Officer Villalobos will permanently retire on a medical disability and will be severed from the Chino Valley Police Department.

MOVED by Cheri Romley, seconded by Gary Bruso and Dean Keller, to accept that Officer J. Villalobos be granted a medical disability with the stipulation that all paperwork be completed as required by the Public Safety Board, including signatures on the forms by the Board Secretary or Chairman, Cecilia Gritman or Vice-Mayor Croft.

**Vote:** 4 - 0 PASSED - Unanimously

**9) ADJOURNMENT**

MOVED by Cheri Romley, seconded by Gary Bruso to adjourn the meeting.

**Vote: 4 - 0 PASSED - Unanimously**

Submitted this 13th day of September, 2016.

By: *Amy Lansa, Town Clerk Assistant*

Approved: October 20, 2016