

**Elwood Fire Protection District
Board of Trustees Regular Meeting Minutes
Thursday, November 21, 2024**

1. Pledge of Allegiance: The Board stood and recited the Pledge of Allegiance.
2. Call to Order: The meeting was called to order by President Bertucci at 9:00 a.m. at 309 W. Mississippi Street, Elwood, IL 60421.
3. Roll Call:
Present: President Allan Bertucci, Treasurer Colleen Prieboy, and Secretary Patricia Vinsel.
Also Present: Fire Chief Christopher Locacius, Deputy Chief Jasen Melahn, Captain Raymond Sebastian, Captain Brandon Pfizenmaier, Lieutenant Tyler Jenco, Executive Assistant Jill Deaville, Administrative Assistant Clare McKinney, and Attorney Kelly Melin. James Howard with Government Accounting attended via Zoom.
4. Public Comment (Limit 3 minutes): None
5. 9:00am: Public Hearing on the 2025 Budget and Appropriations Ordinance # 11212024
Motion made by Prieboy and seconded by Bertucci to open the public hearing on the 2025 Budget and Appropriations. All in favor: Aye 3, Nay 0, Absent 0. Motion carried. In the absence of public comment on the Budget and Appropriations, a motion was made by Bertucci and seconded by Vinsel to close the public hearing at 9:31 a.m. All in favor: Aye 3, Nay 0, Absent 0. Motion carried.
6. Approval of October 17, 2024, Regular Meeting Minutes: A motion was made by Prieboy and seconded by Vinsel to approve the minutes as written. All in favor: Aye 3, Nay 0, Absent 0. Motion carried.
7. Financial Report by Government Accounting, Approval of Bills: The Financial Report was presented by Howard of Government Accounting. After a brief discussion, a motion was made by Vinsel and seconded by Bertucci to approve the Financial Report. All in favor: Aye 3, Nay 0, Absent 0. Motion carried. Approval of Bills: After a brief discussion, a motion was made by Prieboy and seconded by Bertucci to approve the Bills. Roll Call: Bertucci Aye, Prieboy Aye, Vinsel Aye. Motion carried.
8. Officers & Attorney's Reports: Reports presented by Locacius, Melahn, Sebastian, Pfizenmaier, Jenco and Melin.
9. Old Business: Trustee Pension Training has been completed.
10. New Business:
 - a. Discussion / Possible Action on the Budget and Appropriations Ordinance # 11212024: A motion was made by Vinsel and seconded by Bertucci to adopt Ordinance # 11212024. Roll Call: Bertucci Aye, Prieboy Aye, Vinsel Aye. Motion Carried.
 - b. Discussion / Possible Action on the 2024 Levy Ordinance #11212024A: A motion was made by Bertucci and seconded by Vinsel to approve Ordinance #11212024A. Roll Call: Bertucci Aye, Prieboy Aye, Vinsel Aye. Motion Carried.
 - c. Discussion / Possible Action on the IPRF Workers Compensation Policy Proposal: A motion was made by Prieboy and seconded by Bertucci to approve the IPRF Workers Compensation Policy. Roll Call: Bertucci Aye, Prieboy Aye, Vinsel Aye. Motion Carried.

- d. Discussion / Possible Action on the Property & Casualty Insurance Policy Proposal: A motion was made by Vinsel and seconded by Prieboy to approve the Property & Casualty Insurance Policy. Roll Call: Bertucci Aye, Prieboy Aye, Vinsel Aye. Motion Carried.
 - e. Discussion / Possible Action on the Accident & Sickness Insurance Policy Proposal: A motion was made by Bertucci and seconded by Vinsel to approve the Accident & Sickness Insurance Policy. Roll Call: Bertucci Aye, Prieboy Aye, Vinsel Aye. Motion Carried.
 - f. Discussion / Possible Action on Updating Board Up Rotation List Policy #100-60: A motion was made by Bertucci and seconded by Prieboy to approve Policy #100-60. All in Favor: Aye 3, Nay 0, Absent 0. Motion Carried.
 - g. Discussion / Possible Action on Ordinance # 11212024B An Ordinance Establishing the Office of the Fire & Life Educator: A motion was made by Vinsel and seconded by Bertucci to approve Ordinance # 11212024B with a pay scale of \$55-75K/year, to include Health & Life Insurance, and to authorize Locacius to hire for the position with the advice and consent of the Board of Trustees. Roll Call: Bertucci Aye, Prieboy Aye, Vinsel Aye. Motion Carried.
 - h. Discussion / Possible Action on Operations Manual 100-18 Fire Life & Safety Educator Job Description: After a discussion, a motion was made by Bertucci and seconded by Vinsel to approve Operations Manual 100-18. Roll Call: Bertucci Aye, Prieboy Aye, Vinsel Aye. Motion Carried.
 - i. Discussion / Possible Action on Executive Assistant, Administrative Assistant, and Fire & Life Safety Educator Benefits for 2025: A motion was made by Vinsel and seconded by Bertucci to approve Benefits FY 2025. Roll Call: Bertucci Aye, Prieboy Aye, Vinsel Aye. Motion Carried.
 - j. Discussion / Possible Action on Surplus Equipment: None
 - k. Review Correspondence: The Board reviewed a thank you letter from New Lenox for our assistance with the Tri-Star Cabinet Company fire. The Board reviewed the Will County Treasurer 2023 Levy Tax Payable in 2024 for Jackson Generation showing our portion is \$613,852 that is yet to be paid by the end of this year.
 - l. Other New Business: Discussed partnering with Elwood PD to obtain a drone.
11. Closed Session: None
 12. Adjournment: A motion was made by Bertucci and seconded by Vinsel to adjourn the meeting at 10:57 a.m. The motion carried with a unanimous voice vote.

Respectfully Submitted Patricia Vinsel
Board Secretary