

**Elwood Fire Protection District
Board of Trustees Regular Meeting Minutes
Thursday, December 18, 2025**

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, Secretary Patricia Vinsel, and Treasurer Colleen Prieboy.
Also Present: Fire Chief Christopher Locacius, Deputy Chief Jasen Melahn, Fire & Life Safety Educator Ehrin Villalobos, Training Coordinator Jeff Toepper, Battalion Chief Brandon Pfizenmaier, Executive Assistant Jill Deaville, Administrative Assistant Clare McKinney, and Attorney John Motylinski. James Howard with Government Accounting attended via Zoom.
4. Public Comment (Limit 3 minutes): None
5. Approval of the November 20, 2025, 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.
6. Financial Report by Government Accounting, Approval of Bills: The Financial Report was presented by Howard of Government Accounting. 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: A motion was made by Bertucci and seconded by Vinsel to approve the Bills. All in favor: Aye 3, Nay 0, Absent 0. Motion carried.
7. Officers & Attorney's Reports: Reports were presented by Locacius, Melahn, Villalobos, Pfizenmaier, Toepper and Motylinski. Locacius added that PM Edith Ortiz-Ruiz has graduated Valedictorian of the Romeoville Fire Academy as the Sergeant of Arms and was awarded The Recruit Exceptional Performance Award and the recruit Leadership Award. Locacius also reported that The City of Joliet is scheduled to vote on a new boundary agreement with The Village of Elwood on January 6, 2026.
8. Old Business: None
9. New Business:
 - a. Discussion / Possible Action on Battalion Chief Benefits Manual: A motion was made by Prieboy and seconded by Vinsel to approve the Battalion Chief Benefits Manual. All in favor: Aye 3, Nay 0, Absent 0. Motion carried.
 - b. Discussion / Possible Action on a three (3) year Mack & Associates (Audit) Contract Agreement: A motion was made by Vinsel and seconded by Bertucci to approve the 3-year audit contract with Mack 7 Associates as quoted. All in favor: Aye 3, Nay 0, Absent 0. Motion carried.

- c. Discussion / Possible Action on Ordinance #12182025 An Ordinance Establishing Reasonable Fees for Excessive Lift Assists by The Elwood Fire Protection District: After a brief discussion, a motion was made by Vinsel and seconded by Bertucci to approve Ordinance #12182025. All in favor: Aye 3, Nay 0, Absent 0. Motion carried.
 - d. Discussion / Possible Action on Ten (10) Sets of Turnout Gear (Bunker Coat and Pants): A motion was made by Bertucci and seconded by Prieboy to approve the purchase of ten (10) sets of Turnout Gear not to exceed \$40,000. All in favor: Aye 3, Nay 0, Absent 0. Motion carried.
 - e. Discussion / Possible Action METRO Contract for 2026: A motion was made by Bertucci and seconded by Vinsel to approve the Memorandum of Understanding Between Metro Paramedic Services, Inc. and Elwood Fire Protection District as presented and to authorize Locacius to execute any necessary documents. All in favor: Aye 3, Nay 0, Absent 0. Motion carried.
 - f. Discussion / Possible Action on Surplus Equipment: None.
 - g. Review Correspondence: The board reviewed thank you letters from The Elwood Community Church, Clair Rady, Joy Ronald, and The Bennewate's.
 - h. Other New Business: The board welcomed new PM Evan Kwasniewski. Bertucci and Vinsel recognized Toepper for his role in making the first live fire training a success.
10. Closed Session: None
11. Adjournment: A motion was made by Bertucci and seconded by Vinsel to adjourn the meeting at 10:15 a.m. The motion carried with a unanimous voice vote.

Respectfully Submitted



Board Secretary