

**Elwood Fire Protection District  
Board of Trustees Regular Meeting Minutes  
Thursday, December 21, 2023**

1. Pledge of Allegiance: The Board stood and recited the Pledge of Allegiance.
2. Call to Order: The meeting was called to order at 9:00 a.m. at 309 West Mississippi Street, Elwood, IL 60421, by President Bertucci.
3. Roll Call:  
Present: President Allan Bertucci, Treasurer Colleen Prieboy, Secretary Patricia Vinsel.  
Also Present: Chief Christopher Locacius, Deputy Chief Melahn, Captain Ray Sebastian, Captain Brandon Pfizenmaier, Lieutenant Tyler Jenco, Administrative 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 November 16, 2023, 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. After a brief discussion, a motion to approve the financial report as presented was made by Bertucci and seconded by Prieboy. 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 presented by Locacius, Melahn, Sebastian, Pfizenmaier, Jenco, and Motylinski.
8. Old Business:
  - a. Discussion / Possible Action on Accessory Building: Locacius reported continued issues with Integral completing the building including failure to obtain occupancy, failure to address the repel bar and numerous other issues, and a new lien from another subcontractor. A motion to terminate the contract with Integral was made by Vinsel and seconded by Bertucci. Roll Call: Bertucci Aye, Vinsel Aye, Prieboy Aye.
  - b. Other Unfinished Business: None.
9. New Business:
  - a. Discussion / Possible Action on the Amendment to the Metro Paramedics Contract FYs 2023, 2024, 2025: A motion was made by Bertucci and seconded by Prieboy to approve the Metro Contract Amendment as presented. All in favor: Aye 3, Nay 0, Absent 0. Motion carried.
  - b. Discussion / Possible Action on the Board Up Rotation List Policy # 100-52: A motion was made by Vinsel and seconded by Bertucci to approve the Board Up Rotation List Policy # 100-52. All in favor: Aye 3, Nay 0, Absent 0. Motion carried.
  - c. Discussion / Possible Action on Ordinance No. 12212023 An Ordinance Amending the Fire Code of The Elwood Fire Protection District to Update Service Fees: A motion was made by Bertucci and seconded by Prieboy to adopt Ordinance No. 12212023. All in favor: Aye 3, Nay 0, Absent 0. Motion carried.

- d. Discussion / Possible Action on Mack & Associates Audit Engagement Letter: A motion was made by Prieboy and seconded by Bertucci to engage Mack & Associates for the 2023, 2024, and 2025 Audits. All in favor: Aye 3, Nay 0, Absent 0. Motion carried.
  - e. Discussion / Possible Action on EMP Simulaids SMART Basic Manikin with iPad Quote: After a brief discussion, a motion was made by Vinsel and seconded by Bertucci to approve the purchase of the Simulaids SMART Basic Manikin and to authorize Locacius to execute the purchase Order. 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 Attorney Tom Gilbert, The Sewing Family, and Project Fire Buddies.
  - h. Other New Business: None
10. Closed Session: None
11. Adjournment: A motion was made by Bertucci and seconded by Vinsel to adjourn the meeting at 10:10 a.m. The motion carried with a unanimous voice vote.

Respectfully Submitted Patricia Vinsel  
Board Secretary