

**The Minutes of the 471<sup>st</sup> Meeting  
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTOR  
January 25, 2017**

**OPEN MEETING:**

The 471<sup>st</sup> regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairman Ruzicka at 6:00 p.m. on Wednesday, January 25, 2017. The meeting was held at Rock Township Ambulance District House #4.

**ROLL CALL:**

Directors and Administrative Personnel – Chairman Ruzicka conducted a roll call of those in attendance. In addition to herself, Vice-Chairman Kutilek, Secretary Meyer, Treasurer Gay, Director Wooldridge, Director Paul, Chief Appleton, Deputy Chief Buchheit, and Mr. Mark Bishop, Legal Counsel for the District, were present.

**VISITORS AND GUESTS:**

Acknowledgement – Chairman Ruzicka welcomed everyone to the meeting and acknowledged a large crowd of guests and employees were present.

Public Comments – There were none.

**EXECUTIVE SESSION:**

Additional Item – Chairman Ruzicka made a motion to change the order of business and enter into a closed session with a closed vote and closed record for the purpose of consultation with counsel to discuss personnel, litigation, and approval of the Executive Session Minutes from 12/28/16, 1/04/17, 1/11/17, and 1/18/17 pursuant to Section 610.021 of the Revised Statutes of Missouri. Treasurer Gay seconded.

There being no discussion, a roll call vote was taken as follows: Chairman Ruzicka, “Yes.”; Vice-Chairman Kutilek, “Yes.”; Secretary Meyer, “Yes.”; Treasurer Gay, “Yes.”; Director Wooldridge, “Yes.”; and Director Paul, “Yes.” The motion passed unanimously.

The Board left open session at 6:02 p.m.

The Board returned to open session at 6:28 p.m.

**MINUTES:**

Approval of the 470<sup>th</sup> Meeting Minutes from December 28, 2016 – Secretary Meyer motioned to approve the 470<sup>th</sup> Meeting minutes as presented. Director Paul seconded.

There being no discussion, a roll call vote was taken as follows: Chairman Ruzicka, “Yes.”; Vice-Chairman Kutilek, “Yes.”; Secretary Meyer, “Yes.”; Treasurer Gay, “Yes.”; Director Wooldridge, “Yes.”; and Director Paul, “Yes.” The motion passed unanimously.

Approval of the Special Meeting Minutes from January 4, 2017 – Director Paul motioned to approve the Special Meeting minutes as presented. Director Wooldridge seconded.

There being no discussion, a roll call vote was taken as follows: Chairman Ruzicka, “Yes.”; Vice-Chairman Kutilek, “Abstain.”; Secretary Meyer, “Yes.”; Treasurer Gay, “Yes.”; Director Wooldridge, “Yes.”; and Director Paul, “Yes.” The motion passed by majority.

Approval of the Special Meeting Minutes from January 11, 2017 – Director Paul motioned to approve the Special Meeting minutes as presented. Director Wooldridge seconded.

There being no discussion, a roll call vote was taken as follows: Chairman Ruzicka, “Yes.”; Vice-Chairman Kutilek, “Abstain.”; Secretary Meyer, “Yes.”; Treasurer Gay, “Yes.”; Director Wooldridge, “Yes.”; and Director Paul, “Yes.” The motion passed by majority.

Approval of the Special Meeting Minutes from January 18, 2017 – Director Paul motioned to approve the Special Meeting minutes as presented. Vice-Chairman Kutilek seconded.

There being no discussion, a roll call vote was taken as follows: Chairman Ruzicka, “Yes.”; Vice-Chairman Kutilek, “Yes.”; Secretary Meyer, “Yes.”; Treasurer Gay, “Yes.”; Director Wooldridge, “Yes.”; and Director Paul, “Yes.” The motion passed unanimously.

**FINANCIALS:**

December 2016 Treasurer’s Report – Treasurer Gay presented the Treasurer’s Report for December 2016 in the form of a motion to approve the report, to pay all bills, and to approve all payroll expenditures. A list of the accounts payables that were reviewed and approved during the month was available for the Directors to view. Director Paul seconded.

Vice-Chairman Kutilek said he had comments but would table them until the next meeting.

There being no further discussion, a roll call vote was taken as follows: Chairman Ruzicka, “Yes.”; Vice-Chairman Kutilek, “Yes.”; Secretary Meyer, “Yes.”; Treasurer Gay, “Yes.”; Director Wooldridge, “Yes.”; and Director Paul, “Yes.” The motion passed unanimously.

Cancellation Report Summary – Chairman Ruzicka introduced the January 2017 Cancellation Report Summary. It contained 200 delinquent accounts from 2015 and 2016, which total \$105,693.68, that were assigned to a professional collection agency.

Secretary Meyer motioned to approve the Cancellation Report Summary. Director Wooldridge seconded.

There being no discussion, a roll call vote was taken as follows: Chairman Ruzicka, "Yes."; Vice-Chairman Kutilek, "Yes."; Secretary Meyer, "Yes."; Treasurer Gay, "Yes."; Director Wooldridge, "Yes."; and Director Paul, "Yes." The motion passed unanimously.

**COMMUNICATIONS:**

Chief's Comments – Chief Appleton reported the following:

It's been a busy three days. Sheila has been a rock, his go-to person and supportive. Jennifer, Jackie, and Kris from the office have been great; supportive.

The mold remediation at House #1 has been completed and everyone is back home now.

He just received information about the upcoming workers' compensation renewal and this will be the second year in a row that the premium will decrease.

Mr. Brandon Treiber has been reclassified to full-time. He will begin his full-time career with the District on February 13<sup>th</sup> on B Crew.

Deputy Chief Buchheit and Crew Chief Kister had everything in good order and he thanked them both.

He is making preparations to bid the professional services per the Board's direction.

Deputy Chief's Report – Deputy Chief Buchheit thanked the Board of Directors for their confidence in her during her time as Interim Chief.

Review Completed Patient Surveys – The survey forms were available for the Directors to view.

Union Business- Shop Steward, Stephanie Bullock – Ms. Bullock had nothing to report at this time.

**OLD BUSINESS:**

House #4 Utilization – Chief Appleton reported that this project had been on hold and will be started back up.

Seeking Candidates for Chief – This item will be removed from the agenda.

House #1 Mold Remediation – This item was previously discussed and will be removed from the agenda.

State Audit – This item will be discussed under New Business.

**NEW BUSINESS:**

Resolution 2017-01 – Mr. Bishop prepared a resolution which, if adopted by the Board, will be sent to the Governor of Missouri to request him to approve a state audit to be conducted. If he orders the audit, no local tax monies will be spent.

Director Paul said that he thinks it would be a great thing for the District. It would give the District a clean bill of health. Director Wooldridge agreed; it would ensure that the District is on the right track.

Director Paul motioned to adopt Resolution 2017-01. Vice-Chairman Kutilek seconded.

There being no discussion, a roll call vote was taken as follows: Chairman Ruzicka, "Yes."; Vice-Chairman Kutilek, "Yes."; Secretary Meyer, "Yes."; Treasurer Gay, "Yes."; Director Wooldridge, "Yes."; and Director Paul, "Yes." The motion passed unanimously.

Mr. Bishop will send the resolution to the governor.

**GOOD AND WELFARE:**

Acknowledgement of employee promotion and service – The Directors invited everyone to stay for a special presentation which would follow the meeting.

**NEXT MEETING:**

The next monthly meeting of the Board of Directors will be on Wednesday, February 22, 2017, at 6:00 p.m. at House #4.

**ADJOURNMENT:**

There being no further business to come before the Board, Chairman Ruzicka motioned to adjourn. Treasurer Gay seconded.

There being no discussion, a roll call vote was taken as follows: Chairman Ruzicka, "Yes."; Vice-Chairman Kutilek, "Yes."; Secretary Meyer, "Yes."; Treasurer Gay, "Yes."; Director Wooldridge, "Yes."; and Director Paul, "Yes." The motion passed unanimously at 6:44 p.m.

  
\_\_\_\_\_  
**Dan Meyer - Secretary of the Board**

YES: \_\_\_\_\_  
NO: \_\_\_\_\_