

**The Minutes of the 490th Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
August 22, 2018**

OPEN MEETING:

The 490th regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Paul at 6:00 p.m. on Wednesday, August 22, 2018.

ROLL CALL:

Directors and Administrative Personnel – Chairman Mark Paul conducted a roll call of those in attendance. In addition to himself, Vice-Chairperson Lynne Ruzicka, Secretary Cathy Wooldridge, Director Christy Gay, Director Alicia Ott, Director Paul Horn, Chief Jerry Appleton, Deputy Chief Sheila Buchheit, Deputy Chief Andrew West, Office Manager Jennifer Ello, Mr. Mark Bishop and Ms. Megan Tongue, Legal Counsel for the District, and Mr. Rick Rognan, Treasurer for the District, were present.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited.

VISITORS AND GUESTS:

Acknowledgement – Chairman Paul acknowledged there were many people in attendance. He welcomed everyone to the meeting.

Public Comments – There were none.

MINUTES:

Approval of the 489th Meeting Minutes from July 25, 2018 – Director Ott made a motion to approve the minutes as presented. Director Gay seconded.

There being no discussion, a vote was taken, and the motion passed unanimously.

Approval of the Work Session Minutes from August 8, 2018 – Director Gay motioned to approve the minutes as presented. Director Ott seconded.

There being no discussion, a vote was taken, and the motion passed by majority.

FINANCIALS:

July 2018 Treasurer's Report – Mr. Rick Rognan, Treasurer for the District, presented the Financial Statements for July 2018.

Several expenditure items were discussed.

Secretary Wooldridge made a motion to approve the July 2018 Treasurer's Report, to pay all bills, and to approve all payroll expenditures. Director Ott seconded.

There being no further discussion, a vote was taken, and the motion passed unanimously.

Cancellation Report Summary – The Directors reviewed the report which represented July assignments. There were 148 accounts, from 2016, 2017, and 2018, totaling \$85,292.28, that were assigned to the collection agency. The Directors reviewed the detailed report.

Vice-Chairperson Ruzicka motioned to approve the Cancellation Report Summary. Secretary Wooldridge seconded.

There being no discussion, a vote was taken, and the motion passed unanimously.

COMMUNICATIONS:

Chief's Comments – Chief Appleton reported the following:

It has been a very busy month in addition to finalizing projects with Mass Mutual, AmbuPro, Athletico, etc.

The air conditioning unit at House #2 failed, unexpectedly, and cannot be repaired. Bids were received from three (3) vendors (under \$5,000.00). The bid from Perfect Air Heating and Cooling of Festus, Missouri, for \$4,862.00 was chosen. Chief Appleton explained the unit and the warranty.

Review Completed Patient Surveys – There were none.

Union Business-Shop Steward, Ron Lipp – Mr. Lipp addressed the Board. He stated that the upcoming bond issue is very important to the employees and expressed the employees' support of the measure.

OLD BUSINESS:

Capital Improvements Planning – Chief Appleton explained the ballot, the Resolution, and the Agreement regarding the bond issue and bond counsel services. Mr. Bishop added that the ballot issue is not named. Secretary Wooldridge and Director Ott made inquiries regarding the timeframe for using the proposed funds and oversight. Discussion ensued. Upon inquiry for comments from him, Chief Appleton stated that the vision for the District has not changed but the urgency has. He strongly encouraged the Board to support the bond issue.

Director Gay made a motion to place the bond issue on the November ballot. Vice-Chairperson Ruzicka seconded.

Director Gay stated that Chief Appleton proposed a bond issue during his interview for his position. She encouraged the other Directors to support the motion.

There being no further discussion, a roll call vote was taken as follows: Chairman Paul, "Yes."; Vice-Chairperson Ruzicka, "Yes."; Secretary Wooldridge, "Yes."; Director Gay, "Yes."; Director Ott, "Yes."; and Director Horn, "No." The motion passed by majority.

Director Gay suggested allowing the employees to name the bond issue for the ballot. Chief Appleton thanked the Board of Directors for supporting the vision for the District and the taxpayers.

Accounts Payables Check Signing Procedures – Chief Appleton explained that the proposed policy contains an error and should read ". . . and other authorized signers" instead of ". . . an assistant chief."

Director Horn disagrees with the proposed policy. He wants only two (2) Directors to sign all checks with no exceptions. A lengthy group discussion occurred.

Secretary Wooldridge made a motion to approve the Check Signing Procedure policy as amended. Director Ott seconded.

Ms. Tongue clarified staff position titles for the amendment. Director Horn disagrees and strongly opposes the policy.

There being no further discussion, a roll call vote was taken as follows: Chairman Paul, "Yes."; Vice-Chairperson Ruzicka, "Yes."; Secretary Wooldridge, "Yes."; Director Gay, "Yes."; Director Ott, "Yes."; and Director Horn, "No." The motion passed by majority.

NEW BUSINESS:

Commerce Bank – Michael Pulliam and Marg Mack – Chief Appleton introduced Mr. Pulliam and Ms. Mack for those Directors who had not previously met them.

Ms. Mack, First Vice-President, Public Finance Services/Capital Markets Group, explained that she has worked in Public Finance Services for thirty-three (33) years. She works with three-hundred (300) public entities and gave an overview of the services she performs for the District. She then reviewed the District's portfolio at length.

Secretary Wooldridge inquired about the fees that were charged. Ms. Mack explained that Commerce Bank does not charge the District fees for their investment services and explained how the fees are paid by the sellers with the spread in the points. Chairman Paul asked if the District's investments were comparable to other Districts to which she replied that it is. Mr. Pulliam let the Board know that Commerce does bonds.

The Board thanked them for their presentation.

Healthcare Options Update – Custom Insurance – David McKinney – Chief Appleton explained that Mr. McKinney was in attendance to give a brief update on the process.

Mr. McKinney reported that the employee census is being worked. The EZ Applications will be available around the first week or so of October and explained the timeframe for each step in the renewal process. A group discussion ensued.

The Board thanked him for his attendance.

Preliminary Tax Rate Discussion/Prepare for Public Hearing – Chief Appleton and Mr. Rognan explained the preliminary tax rate packet that was presented in preparation for next month's public hearing.

GOOD AND WELFARE:

Acknowledgement of employee promotion and service – Chief Appleton announced the following employees' full-time service anniversaries:

For August: Mr. Mike Moorman, one (1) year; Mr. Jon Muller, three (3) years; Mr. Andrew West, eight (8) years; Mr. Patrick DeClue, fourteen (14) years; Ms. Kym Bartlett, fourteen (14) years; and Ms. Pam Maness, fourteen (14) years.

NEXT MEETING:

The next regular monthly meeting of the Board of Directors will be on Wednesday, September 26, 2018. The meeting will begin immediately following a Public Hearing which will begin at 6:00 p.m. The Public Hearing and the board meeting will be held at House #4.

EXECUTIVE SESSION:

Secretary Wooldridge motioned to enter into a closed session with closed vote and closed record for the purpose of approval of the Executive Session Minutes from the 8/08/2018 Work Session and consultation with counsel to discuss litigation pursuant to Section 610.021 of the Revised Statutes of Missouri. Director Horn seconded.

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


The Board left open session at 7:24 p.m.

The Board returned to open session at 7:53 p.m.

ADJOURNMENT:

There being no further business to come before the Board, Vice-Chairperson Ruzicka motioned to adjourn. Secretary Wooldridge seconded.

There being no discussion, a vote was taken, and the motion passed unanimously at 7:54 p.m.

 Chief for the Secretary
Cathy Wooldridge - Secretary of the Board

Board approved, signed, and sealed on: 9/26/18

