

**The Minutes of the 524th Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
June 23, 2021**

OPEN MEETING:

The 524th regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Lynne Ruzicka at 6:02 p.m. on Wednesday, June 23, 2021. The meeting was conducted at House #4.

ROLL CALL:

Directors and Administrative Personnel – Secretary Jeremy Day conducted a roll call of those in attendance. In addition to himself, Chairperson Lynne Ruzicka, Vice-Chairman Mark Paul, Director Christy Gay, Director Lindsay Sleet, Director Tara Mueller, Chief Jerry Appleton, Deputy Chief Buchheit, Deputy Chief Hemmelman, Office Manager Jennifer Ello, Mr. Mark Bishop, Legal Counsel for the District, and Mr. Rick Rognan, Treasurer for the District, were all present.

PLEDGE OF ALLEGIANCE:

The group recited the Pledge of Allegiance.

VISITORS AND GUESTS:

Acknowledgement – Chairperson Ruzicka thanked everyone for attending.

Public Comments – There were none.

MINUTES:

Approval of the 523rd Meeting Minutes from May 26, 2021 – Vice-Chairman Paul motioned to approve the last meeting minutes as presented. Secretary Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

FINANCIALS:

May 2021 Treasurer's Report – Mr. Rognan reviewed the May financial report. Revenues and Expenses were reviewed. He also reported that GEMT revenue is expected at the end of June.

Vice-Chairman Paul motioned to approve the Treasurer's Report, to pay all bills, and to approve all payroll expenditures. Director Gay seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

Cancelation Report Summary – The Directors reviewed the detailed report which represented June assignments to the collection agency by EMS/MC. There were 168 accounts, from 2020 and 2021, totaling \$95,696.58.

Secretary Gay motioned to approve the Cancelation Report Summary. Director Sleet seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

COMMUNICATIONS:

Chief's Comments – Chief Appleton reported the following:

Call volume is up due to the heat; the Crews are running 30-35 calls a day.

The last month has been spent catching up on all of the projects.

New House #1 passed all inspections. There are only a few items on the punch list to finish up. A soft opening will occur to recognize the Boy Scouts for donating the flag pole. The landscaping will not be complete until September. The City of Arnold will hold escrow.

New House #2 is 50% erect. Brockmiller is stating that the project will be complete by the end of the July; Chief is thinking it will be more like August.

Software updates with Vairkko and ESO are moving forward. Deputy Chief Buchheit has been working on getting the State Data transferred.

Review Completed Patient Surveys – There were none.

Union Business-Shop Steward, Ashley Denman – Ms. Denman had nothing to discuss and thanked the Board.

OLD BUSINESS:

None

NEW BUSINESS:

Capital Projects 2021: Laptop Bids – Chief Appleton explained that our current laptops being used by the Crews are 5½ years old and experiencing failures. The warranty expires at 6 years. Bids were obtained and the group reviewed the tabulation sheet. Chief Appleton is proposing the “Surface Pro 7” through TKK/Savvik bid. PC Tech would procure them and set them up. The cost for 14 laptops, including software and set up would be \$23,259.32. Discussion ensued.

Vice-Chairman Paul made a motion to authorize Chief Appleton to purchase 14 laptops, including software and setup, for the price of \$23,259.32, and authorizing him to execute all agreements related to the purchase. Director Mueller seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

Mass Mutual 401a Plan Design – Chief Appleton explained that an employee has inquired about a loan from the District’s retirement plan (Money Purchase Plan/401a). He then turned the subject over to Mr. Aaron Bockman. Mr. Bockman explained that Mass Mutual was sold to Empower Retirement. The District’s current Money Purchase Plan has no loan provisions. The plan could be amended for a one-time fee of \$300.00, charged to the District. The employee’s cost, for procurement of a loan, would be \$175.00. Repayment of the loan could be done through payroll deduction. A lengthy group discussion occurred.

Secretary Day made a motion to approve the 401a plan change and authorized Chief Appleton to execute all necessary documents with Empower Retirement. Director Mueller seconded the motion. There being no further discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

GOOD AND WELFARE:

Acknowledgement of employee promotion and service – Chief Appleton shared a letter of recognition for Ms. Kate Reed, Paramedic, which was received from Mehlville Fire Protection District, commending her for exemplary patient care during a recent multi-patient trauma call.

He then reported that Mr. Nick Farrel, Paramedic, and Mr. Dennis Fouts, Paramedic, recently met with the family of a patient. The family commended them on their professionalism and calm, which they felt went above and beyond.

Chief Appleton announced that Ms. Nichole Stevison, Paramedic, and Ms. Maddie Wheat, Paramedic, have both been re-classified to full-time.

He then announced the following service anniversaries for June:

Full-Time: M. Chynna Tame, Paramedic, one (1) year; Mr. Josue Murillo, Paramedic, one (1) year; Mr. Terry Machisen, Paramedic/Crew Chief, twenty-one (21) years; and Mr. Nick Farrel, Paramedic, twenty-three (23) years.

There were no Part-Time anniversaries in May.

Finally, Chief Appleton announced that Mr. Joe Haack, Paramedic, has accepted a position with Jefferson College to administer the Paramedic Program. He will be staying at the District as a part-time Paramedic.

CLOSING COMMENTS:

Director Mueller said now that the heat wave has passed, she hopes everyone takes time for vacations. She thanked Deputy Chief Buchheit for all of her help with IT issues and said that it is great seeing the District out in public again.

Secretary Day explained a situation in which a resident had approached him in public regarding the construction on Konert Road. Secretary Day had reached out to Chief Appleton about it. Discussion ensued.

Vice-Chairman Paul thanked everyone for all they do and hoped they enjoy the summer.

Chairperson Ruzicka said thanks to everyone for all they do.

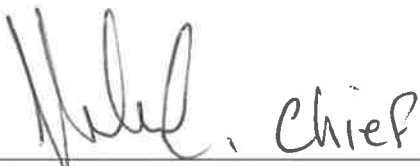
Director Sleet expressed her thanks to everyone as well.

NEXT MEETING:

The Board set the next regular monthly meeting for Wednesday, July 28, 2021, at 6:00 p.m., at House #4.

ADJOURNMENT:

There being no further business to come before the Board, Chairperson Ruzicka motioned to adjourn. Director Gay seconded. A vote was taken, and the motion passed unanimously, 6 to 0, at 6:47 p.m.



Jeremy Day - Secretary of the Board

Board approved, signed, and sealed on: 7-28-21

