

**The Minutes of the 569<sup>th</sup> Meeting  
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS  
April 23, 2025**

**OPEN MEETING:**

The 569<sup>th</sup> regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Jeremy Day at 6:00 p.m. The meeting was conducted at Station #4.

**ROLL CALL:**

Directors and Administrative Personnel – Secretary Mandy Dockery conducted a roll call of those in attendance. In addition to herself, Chairperson Jeremy Day, Vice-Chairperson Tara Mueller, Director Lynne Ruzicka, Director Mark Paul, Chief Jerry Appleton, Deputy Chief Sheila Buchheit, Chief Training Officer Corey Golec, Office Manager Jennifer Ello, and Mr. Mark Bishop, Legal Counsel for the District, were present. Mr. Rick Rognan, Treasurer for the District, was not expected to attend.

Chairperson Day motioned to excuse Director Rick Lamborn from the meeting. Director Paul seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

**PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was recited.

**VISITORS AND GUESTS:**

Acknowledgement – Chairperson Day welcomed everyone to the meeting.

Public Comments – There were none.

**MEETING MINUTES:**

Approval of the 568<sup>th</sup> Meeting Minutes from March 26, 2025 – Director Paul motioned to approve the minutes as presented. Chairperson Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 4 to 0, with Vice-Chairperson Mueller abstaining.

Approval of the Special Meeting Minutes from April 9, 2025 – Director Paul motioned to approve the minutes as presented. Vice-Chairperson Mueller seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

Approval of the Executive Session Minutes from April 9, 2025 – Director Paul motioned to approve the minutes as presented. Vice-Chairperson Mueller seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

**FINANCIALS:**

April 2025 Cancellation Report – The Directors reviewed the detailed report which represented April assignments to the collection agency by EMS/MC. There were 169 accounts, from 2023 and 2024, totaling \$86,542.32.

Director Paul motioned to approve the Cancellation Report as presented. Vice-Chairperson Mueller seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

**COMMUNICATIONS:**

Chief's Comments – Chief Appleton reported the following:

Construction at Station #5 is moving very fast, even with 63 weather days. He gave specifics on the progress and reported that they are expecting occupancy in early September.

He and Deputy Chief Buchheit attended a meeting, with other agencies and first responders, regarding storm responses. Everyone felt as if it was handled as best as could be expected and we learned how responses could be improved.

The bond has been fully funded.

The election was held and he extended congratulations to both of the winning candidates.

An Assistant Chief has been hired.

He took vacation recently. He commended Deputy Chief Buchheit, Ms. Ello, and everyone for doing such a great job while he was away.

Review Completed Patient Surveys – There were none.

Union Business-Shop Steward, Ashley Denman – Ms. Denman had nothing to present at this time.

#### **OLD BUSINESS:**

Assistant Chief – Chairperson Day explained the process of creating the position and of interviewing applicants. The recommendation for choosing Mr. Andrew West was made and he will begin on May 5<sup>th</sup>. Director Paul explained that the process was also about continuity of leadership. Chairperson Day thanked everyone who participated in the process.

Station 3 & 4 Construction – Chief Appleton had nothing to present at this time.

#### **NEW BUSINESS:**

Certification of Election Results – Chairperson Day expressed his displeasure with what happened during the recent election and the subsequent manual counting of ballots.

He then announced the election results, certified by the Jefferson County Election Authority, “Lynne Ruzicka-3,755; Paul Horn-2,775; and Rick Lamborn-2,765.”

Director Paul made a motion to accept the Jefferson County Election Authority’s Certificate of Election Results from the April 8, 2025 General Municipal Election. Vice-Chairman Mueller seconded. There being no discussion, a vote was taken, and the motion passed by majority, 4 to 1.

Swearing-In Board Members – Chairperson Day led Mr. Paul Horn in taking his Oath of Office. Director Horn was congratulated by the group.

Chairperson Day then led Ms. Lynne Ruzicka in taking her Oath of Office. Director Ruzicka was congratulated by the group.

The Oaths of Office were duly executed.

Reorganization of the Board – Chairperson Day made a motion to appoint Director Mueller as Chairperson, Director Day as Vice-Chairperson, Director Dockery as Secretary, and Mr. Rogan as Treasurer. Director Ruzicka seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

Board Members’ Verification Forms (HIPAA) – Mr. Bishop and Ms. Ello explained the nature of the forms and that they are required to be completed each year. The Directors executed their verification forms.

Board Members' Pay – Mr. Bishop informed the Directors that statute allows up to \$100.00 per meeting, and up to four (4) paid meetings per month. The topic is usually visited annually, following the April election. The Board is not currently being paid for their service.

Director Paul motioned to pay Directors \$25.00 per meeting. Discussion ensued. Mr. Bishop clarified that the payments are considered income and would be processed through payroll.

Director Paul then motioned to amend his motion to \$100.00 per meeting. Chairperson Mueller seconded. A vote was taken, and the motion to amend failed, 2 to 4.

Chairperson Mueller seconded Director Paul's first motion. There being no further discussion, a vote was taken, and the motion failed, 3 to 3, due to lack of a majority.

Discussion of an Ambulance Bill – Chief Appleton reported that the date of service occurred on December 3, 2024. In April of this year, the dispute was received. He explained the nature of the call and the nature of the dispute. He sent the call to Quality Review and that everything came back good. The person is stating that they are not going to pay for their service unless their dispute is agreed upon. A lengthy discussion occurred.

Director Paul made a motion to "take no action" regarding the dispute. Director Ruzicka seconded. There being no further discussion, a vote was taken, and the motion passed by majority, 5 to 1.

#### **GOOD AND WELFARE:**

Acknowledgement of employee promotion and service – Chief Appleton stated that a pinning ceremony will take place for Andrew West at the May meeting.

He then announced the following service anniversaries for April:

Mr. Rich Parks, Paramedic, and Ms. Alison Holke, Paramedic, four (4) years; Mr. Jon Muller, Lieutenant/Paramedic, and Ms. Reannon Lowery-Ballew, Paramedic, twelve (12) years; Ms. Nikki Bain, Paramedic, nineteen (19) years; and Ms. Sheila Buchheit, Deputy Chief/Paramedic, thirty-four (34) years.

#### **CLOSING COMMENTS:**

Director Horn said that through the thick and thin, he was glad to be back.

Secretary Dockery thanked the Paramedics for working through the rain and getting soaking wet while construction at Mercy South emergency department made no plans for an awning.

Vice-Chairperson Day congratulated Mr. Horn and wished Rick Lamborn well.

Director Paul congratulated Director Ruzicka and Director Horn on their election wins, and thanked everyone for their hard work.

Chairperson Mueller thanked the Board for everything, thanked everyone for great work, and said that she always hears good things about the District.

#### **NEXT MEETING:**

The next regular monthly meeting date was set for Wednesday, May 28, 2025, at 6:00 p.m., at Station #4.

#### **EXECUTIVE SESSION:**

Chairperson Mueller motioned to enter into a closed session with closed vote and closed record for the purpose of discussing litigation pursuant to Section 610.021 of the Revised Statutes of Missouri. Chairperson Day seconded. There being no discussion, a roll call vote was taken as follows: Chairperson Mueller, "Yes."; Vice-Chairperson Day, "Yes."; Secretary Docker, "Yes."; Director Ruzicka, "Yes."; Director Paul, "Yes."; and Director Horn, "Yes."

The Board left open session at 6:48 p.m.

The Board returned to open session at 6:56 p.m.

**ADJOURNMENT:**

There being no further business to come before the Board, Director Ruzicka made a motion to adjourn. Chairperson Mueller seconded. A vote was taken, and the motion passed unanimously, 6 to 0, at 6:56 p.m.

  
Mandy Dockery - Secretary of the Board

Board approved, signed, and sealed on this date: 05/28/25

