

**The Minutes of the 522nd Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
April 28, 2021**

OPEN MEETING:

The 522nd regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Lynne Ruzicka at 6:00 p.m. on Wednesday, April 28, 2021. The meeting was conducted at House #4.

ROLL CALL:

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

PLEDGE OF ALLEGIANCE:

The group recited the Pledge of Allegiance.

VISITORS AND GUESTS:

Acknowledgement – Chairperson Ruzicka welcomed everyone to the meeting.

Public Comments – Mr. Brandon Treiber, RTAD Paramedic, submitted a Public Comment form, and was allowed to address the Board. He referred to a discussion which occurred at the last meeting, which was about projected additional sales tax revenue. He questioned how the Board will replace all of the new equipment that has been purchased if the sales tax legislation does not pass. A group discussion followed. Mr. Treiber was thanked for his comment.

MINUTES:

Approval of the 521st Meeting Minutes from March 24, 2021 – Secretary Gay motioned to approve the last meeting minutes as presented. Director Sleet seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

FINANCIALS:

March 2021 Treasurer's Report – Mr. Rognan reviewed the March financial report. Revenues and Expenses were reviewed.

Director Day motioned to approve the Treasurer's Report, to pay all bills, and to approve all payroll expenditures. Vice-Chairman Paul seconded. There being no discussion, a vote was taken, and the motion passed by majority, 5 to 0, with Director Horn abstaining.

Cancelation Report Summary – The Directors reviewed the detailed report which represented April assignments by EMS/MC. There were 159 accounts, from 2020 and 2021, that were assigned to the collection agency totaling \$91,300.73.

Vice-Chairman Paul 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:

Deputy Chief Hemmelman is here now and has been getting settled in.

Meetings have been occurring with Ms. Joy Howard to get the second bond issuance prepared.

Woodard Cleaning and Restoration has cleaned and waxed the floors at House #4 at no charge to the District. Chief Appleton commented on what a great company they are.

Numerous RFPs and RFQs are being prepared for this year. Covid-19 disrupted issuing them in 2020.

Chief Appleton met with Mr. David McKinney to review our insurance policies and begin planning for next year.

Construction at new House #1 should be wrapped up in the next couple of weeks. Tours may be arranged.

Chief Appleton met with Sheriff Dave Marshak recently to improve relations between the District and the Sheriff's Department.

Chief Appleton told the group that he had taken some vacation days to go hog hunting.

The District recently hired sixteen (16) part-time Paramedics and four (4) more are being offered employment this week.

Work continues with Jefferson College regarding keeping the EMS Paramedic program open. There is no program director in place yet.

Review Completed Patient Surveys – The Directors reviewed the patient surveys that were returned.

Union Business-Shop Steward, Ashley Denman – Ms. Denman offered congratulation to Ms. Tara Mueller and Mr. Mark Paul on their recent election wins. She thanked Mr. Paul Horn for his service. She expressed that the union is looking forward to continuing to work together.

OLD BUSINESS:

None

NEW BUSINESS:

Certification of Election Results – Chairperson Ruzicka read from the County Clerk's "Certification of Election Results" from the April 6, 2021 election, "Tara Mueller, 2,749; and Mark Paul, 2,321." She welcomed Ms. Mueller to the Board.

Secretary Gay made a motion to accept the "Certification of Election Results" as received. Director Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

Director Horn was asked if he had any parting comments, to which he replied that he wanted it stated in the Minutes that he had returned his iPad to the District. He was thanked for his service.

Swearing In of New Board Members – Chairperson Ruzicka led Ms. Tara Mueller in taking her Oath of Office. Director Mueller was congratulated by the group.

Chairperson Ruzicka then led Mr. Mark Paul in taking his Oath of Office. Director Paul was congratulated by the group.

Reorganization of the Board – Chairperson Ruzicka opened nominations for Chairperson. Director Day nominated Director Ruzicka. Director Day then motioned to close nominations. Director Sleet seconded.

There being no discussion, a vote was taken, and the motion to close nominations passed by majority, 5 to 0, with Director Ruzicka abstaining. Director Ruzicka retains her position as Chairperson by acclamation.

Chairperson Ruzicka opened nominations for Vice-Chairperson. Director Gay nominated Director Paul, and then motioned to close nominations. Director Mueller seconded.

There being no discussion, a vote was taken, and the motion to close nominations passed by majority, 5 to 0, with Director Paul abstaining. Director Paul retains his position as Vice-Chairman by acclamation.

Chairperson Ruzicka opened nominations for Secretary. Vice-Chairman Paul nominated Director Day, and then motioned to close nominations. Director Gay seconded.

There being no discussion, a vote was taken, and the motion to close nominations passed by majority, 5 to 0, with Director Day abstaining. Director Day acquires the position of Secretary by acclamation.

Chairperson Ruzicka opened nominations for Treasurer. Director Gay nominated Mr. Rick Rognan, and motioned to close nominations. Chairperson Ruzicka seconded.

There being no discussion, a vote was taken, and the motion to close nominations passed unanimously, 6 to 0. Mr. Rick Rognan retains his position as Treasurer by acclamation.

Board Members' Verification Forms (HIPAA) – Chairperson Ruzicka explained the verification forms and each Director signed their form. .

Board Members' Pay – Chairperson Ruzicka invited the Directors to discuss whether or not they would like to be paid for their service. Discussion ensued. Everyone agreed to keep it as is, non paid service.

Director Gay made a motion to not pay Directors for their service. Director Sleet seconded. There being no further discussion, a vote was taken, and the motion unanimously, 6 to 0.

Bank Signature Cards – Chairperson Ruzicka requested that each Director sign the Commerce Bank signature forms for the District's three (3) bank accounts. All forms were signed.

Resolution 2021-01: Underwriting – Capital 2021 Bonds – Ms. Joy Howard of WM Financial Strategies was present by telephone. She explained the process of obtaining underwriting. Four (4) underwriting proposals were received. Rates are currently better than the models she presented earlier in the process. She is recommending Commerce Bank. A discussion occurred.

Vice-Chairman Paul made a motion to adopt Resolution 2021-01, for underwriting, as presented. Director Sleet seconded. There being no further discussion, a rollcall vote was taken as follows: Chairperson Ruzicka, "Yes."; Vice-Chairman Paul, "Yes."; Secretary Day, "Yes."; Director Gay, "Yes."; Director Sleet, "Yes."; and Director Mueller, "Yes." The motion passed unanimously, 6 to 0.

GOOD AND WELFARE:

Acknowledgement of employee promotion and service – Chief Appleton read a "Thank you" card that was received from a High School student who shadowed at the District. The student commended Ms. Lara Eppel, Paramedic.

He then announced the following service anniversaries for April:

Full-Time: Mr. Corey Golec, Paramedic/Training Coordinator, nine (9) years; Ms. Nikki Bain, Paramedic/STARS Coordinator, eleven (11) years; Mr. Brian Mosier, Paramedic, nineteen (19) years; and Ms. Sheila Buchheit, Paramedic/Deputy Chief – Operations, thirty (30) years.

There were no Part-Time anniversaries in April.

CLOSING COMMENTS:

Vice-Chairman Paul thanked the public, and everyone here, for his election results.

Director Mueller mirrored Vice-Chairman Paul’s statement and thanked the paramedics too.

Director Gay welcomed Deputy Chief Hemmelman and said it was good to see all the familiar faces at the meeting.

Secretary Day thanked Deputy Chief Hemmelman for his big move and welcomed Director Mueller.

NEXT MEETING:

The Board discussed their availability for a Special meeting. A Special Meeting was set for Wednesday, May 12, 2021, at 6:00 p.m. It will be conducted virtually, via GoToMeeting.

The Board then set the next regular monthly meeting for Wednesday, May 26, 2021, at 6:00 p.m., to be conducted at House #4.

EXECUTIVE SESSION:

Vice-Chairman Paul made a motion to enter into a closed session with closed vote and closed record for the purpose of approval of the last Executive Session Minutes, discussion of personnel, and contract discussions pursuant to Section 610.021 of the Revised Statutes of Missouri. Director Gay seconded the motion.

There being no discussion, a roll call vote was taken as follows: Chairperson Ruzicka, “Yes.”; Vice-Chairman Paul, “Yes.”; Secretary Day, “Yes.”; Director Gay, “Yes.”; Director Sleet, “Yes.”; and Director Mueller, “Yes.” The motion passed unanimously, 6 to 0.

The Board left open session at 6:59 p.m.

The Board returned to open session at 7:32 p.m.

ADJOURNMENT:

There being no further business to come before the Board, Vice-Chairman Paul motioned to adjourn. Chairperson Ruzicka seconded. A vote was taken, and the motion passed unanimously, 6 to 0, at 7:33 p.m.



Jeremy Day - Secretary of the Board



Board approved, signed, and sealed on: 5/26/21