

**The Minutes of the 577th Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
December 17, 2025**

OPEN MEETING:

The 577th regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Tara Mueller at 6:00p.m. at Rock Township Ambulance District Station 4.

ROLL CALL:

Directors and Administrative Personnel – Vice-Chairperson Jeremy Day conducted a roll call of those in attendance. In addition to himself, Chairperson Tara Mueller, Director Lynne Ruzicka, Director Mark Paul, Director Paul Horn, Chief Jerry Appleton, Assistant Chief Andrew West, Deputy Chief Sheila Buchheit, Office Manager Jennifer Ello, and Mr. Mark Bishop, Legal Counsel for the District, were present. Mr. Rick Rognan, Treasurer for the District, participated by telephone. Secretary Mandy Dockery was expected to arrive late.

Chief Appleton requested Chief Training Officer Corey Golec be excused from the meeting.

PLEDGE OF ALLEGIANCE:

The attendees recited the Pledge of Allegiance.

VISITORS AND GUESTS:

Acknowledgement – Chairperson Mueller welcomed everyone to the meeting.

Public Comments – There were none.

MEETING MINUTES:

Approval of the Special Meeting Minutes from November 5, 2025 – Director Ruzicka motioned to approve the minutes as presented. Director Horn seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

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

Approval of the 576th Meeting Minutes from December 3, 2025 – Vice-Chairman Day motioned to approve the minutes as presented. Director Ruzicka seconded. There being no discussion, a vote was taken, and the motion passed by majority, 4 to 0, with Chairperson Mueller abstaining.

Approval of the Executive Session Minutes from December 3, 2025 – Vice-Chairman Day motioned to approve the minutes as presented. Director Horn seconded. There being no discussion, a vote was taken, and the motion passed by majority, 4 to 0, with Chairperson Mueller abstaining.

FINANCIALS:

November 2025 Treasurer's Report – Mr. Rognan reviewed the revenues and expenditures, and year-to-date balances of each, through the end of November. The District is 3.54%, about \$356,000.00, under budget at this time.

Director Paul made a motion to approve the Treasurer's Report, to pay all bills, and to approve all payroll expenditures. Director Ruzicka seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

Additional Item – Vice-Chairperson Day motioned to change the order of business and address Item #3, from New Business, next. Director Ruzicka seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

NEW BUSINESS:

Rognan & Associates Engagement Letter – Mr. Rognan requested the Board approve his updated Engagement letter that contains a \$150.00 increase in his monthly retainer fee. The amount was already approved in the 2026 Budget.

Vice-Chairperson Day made a motion to approve the increase and authorize Chief Appleton to execute the agreement. Director Paul seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

Secretary Dockery arrived at 6:17 p.m.

FINANCIALS (continued):

December 2025 Cancellation Report – The Directors reviewed the detailed report which represented December assignments to the collection agency by EMS/MC. There were 154 accounts, from 2024 and 2025, totaling \$76,381.49.

Director Ruzicka motioned to approve the Cancellation Report as presented. Director Horn seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

COMMUNICATIONS:

Chief's Comments – In addition to the Chiefs' reports that were provided, Chief Appleton informed the group of the following:

Moody's has updated how credit ratings occur. The District is still "AA2." He and Assistant Chief West met with Mr. Martin Ghafoori, Managing Director at Stifel Public Finance. Everything with the District's bonds looks good.

With the creation and promotion of another Division Chief, Chief Appleton is requesting that the Division Chiefs (Mr. Corey Golec and Mr. Nick Farrel) no longer be required to attend the monthly Board of Directors meetings. Everyone was agreeable to this.

One of our crews was involved in a non-injury motor vehicle accident. The other driver was at fault. The ambulance will require repairs but can continue to be used until that time. An insurance claim has been submitted.

Chief Appleton, Assistant Chief West, and Ms. Ashley Denman, Shop Steward, all attended a sales tax campaign meeting on how the union is going to handle the April ballot proposals. The deadline to certify for the April 7th election is January 27, 2026.

Assistant Chief West informed the Directors that we sent crews to St. Charles County yesterday, and today, as part of the Strike Team, to assist St. Charles County Ambulance District with coverage during the funeral of one of their own.

Review Completed Patient Surveys – A survey form was reviewed by the Directors.

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

OLD BUSINESS:

Long Term Strategic Planning – A general discussion was held.

NEW BUSINESS (continued):

Washington University Medical Director Updated Agreement – Chief Appleton explained that the amendment is to add the services of Dr. Melissa Kroll as Medical Director of our MIH division. The fees associated with her services were already approved in the 2026 Budget.

Chairperson Mueller made a motion to approve the amended agreement and to authorize Chief Appleton to execute the agreement. Vice-Chairperson Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

Capital Purchase – Stretchers and Autoloads – Chief Appleton reported the District has an opportunity to save a substantial amount of money. Our stretchers are nearing end of life and are scheduled to be replaced in 2026. Assistant Chief West explained that they are considered high use by the manufacturer's recommendation. The District received a bid from Styker for their replacement. Sales representative Ms. Christina Ellis was present and assisted with review of the bid. The District is requesting ten (10) stretchers, two (2) power-loads, and the Pro Care service plan for all the equipment. With trade-ins and discounts, the bid is for \$459,641.60. Discussion ensued.

Director Ruzicka motioned to accept the bid for the purchase of stretchers, power-loads, and the service plan for \$459,641.60. Director Paul 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 announced the following service anniversaries:

For November:

Mr. Andrew Betzel, Paramedic, three (3) years; Ms. Hannah Barbee, Paramedic, four (4) years; Mr. Cody Bishop, Paramedic, five (5) years; Mr. Jeff Cedra, Paramedic, sixteen (16) years; Ms. Pam Maness-Keller, Paramedic/Battalion Chief, and Mr. Patrick DeClue, Paramedic/Battalion Chief, twenty-two (22) years; and Mr. Jerry Appleton, Paramedic/Chief, thirty-three (33) years.

For December:

Mr. Brian Mosier, Paramedic, twenty-five (25) years; and Mr. Jerry Kister, Paramedic, thirty-one (31) years.

Additionally, Chief Appleton announced that two Paramedics from our part-time staff have been reclassified to full-time. They are: Ms. Elizabeth Crump, to be assigned to B Crew, and Mr. CJ Wallweber, to be assigned to C Crew.

Mr. Nick Farrel, Paramedic, was offered, and has accepted, the position of Division Chief of MIH.

A pinning ceremony will be held during the January Board of Directors meeting for all of our recently promoted employees.

CLOSING COMMENTS:

Director Horn expressed his sympathy to the St. Charles County Ambulance District. He then wished everyone Merry Christmas and Happy New Year.

Secretary Dockery apologized for her tardiness and wished everyone Happy Holidays and to stay safe and warm.

Chairperson Mueller said "ditto" to the previous comments.

Vice-Chairperson Day wished everyone Merry Christmas.

Director Ruzicka said that it had been a fast year, a good year, and Happy Holidays to everyone.

Director Paul wished Happy Holidays to all.

NEXT MEETING:

The Board set the next regular monthly meeting date for Wednesday, January 21, 2026, at 6:00 p.m., at Station 4.

EXECUTIVE SESSION:

Chairperson Mueller made a motion to enter into a closed session, with closed vote, and closed record, for the purpose of contract negotiations pursuant to Section 610.021 of the Revised Statutes of Missouri. Vice-Chairman Day seconded. There being no discussion, a roll call vote was taken as follows: Chairperson Mueller, "Yes."; Vice-Chairperson Day, "Yes."; Secretary Dockery, "Yes."; Director Ruzicka, "Yes."; Director Paul, "Yes."; and Director Horn, "Yes." The motion passed unanimously, 6 to 0.

The Board left open session at 6:44 p.m.

The Board returned to open session at 7:15 p.m.

ADJOURNMENT:

There being no further business to come before the Board, Director Ruzicka motioned to adjourn. Vice-Chairperson Day seconded. A vote was taken, and the motion passed unanimously, 6 to 0, at 7:16 p.m.


Mandy Dockery - Secretary of the Board

Board approved, signed, and sealed on this date: 01/21/26

