

**The Minutes of the 576th Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
December 3, 2025**

OPEN MEETING:

The 576th regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Vice-Chairperson Jeremy Day at 6:00p.m. at Rock Township Ambulance District Station 4.

ROLL CALL:

Directors and Administrative Personnel – Secretary Mandy Dockery conducted a roll call of those in attendance. In addition to herself, Vice-Chairperson Jeremy Day, Director Lynne Ruzicka, Director Mark Paul, Director Paul Horn, Chief Jerry Appleton, Assistant Chief Andrew West, Deputy Chief Sheila Buchheit, Chief Training Officer Corey Golec, Office Manager Jennifer Ello, Mr. Mark Bishop, Legal Counsel for the District, and Mr. Rick Rognan, Treasurer for the District, were present.

PLEDGE OF ALLEGIANCE:

The attendees recited the Pledge of Allegiance.

VISITORS AND GUESTS:

Acknowledgement – None were acknowledged.

Public Comments – There were none.

Point of Order – Vice-Chairperson Day motioned to move New Business, Item 1, “Long Term Strategic Planning”, as the next topic in the meeting. Director Ruzicka seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

NEW BUSINESS:

Long Term Strategic Planning – Assistant Chief West addressed some of the future needs of the District, and funding methods to attain those items, with a power point presentation. Discussion occurred.

Additional Item – Vice-Chairperson Day motioned to excuse Chairperson Tara Mueller from the meeting. Director Paul seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

MEETING MINUTES:

Approval of the 575th Meeting Minutes from October 22, 2025 – Vice-Chairman Day motioned to approve the minutes as presented. Secretary Dockery seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

Approval of the Executive Session Minutes from October 22, 2025 – Director Ruzicka motioned to approve the minutes as presented. Director Paul seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

Approval of the Special Meeting Minutes from November 5, 2025 – Vice-Chairman Day tabled approval of these minutes due to the absence of Chairperson Mueller.

Approval of the Executive Session Minutes from November 5, 2025 – Vice-Chairman Day tabled approval of these minutes due to the absence of Chairperson Mueller.

FINANCIALS:

October 2025 Treasurer's Report – Mr. Rognan reviewed the revenues and expenditures, and year-to-date balances of each, through the end of October. The District is 3.87%, about \$390,000.00, under budget at this time. General discussion occurred.

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

November 2025 Cancellation Report – The Directors reviewed the detailed report which represented November assignments to the collection agency by EMS/MC. There were 169 accounts, from 2024 and 2025, totaling \$79,895.63.

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

COMMUNICATIONS:

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

Station 5 is open and up and running. Two (2) ambulances are stationed there and everything is going well.

Station 3 is closed. Destruction is scheduled for next week. The project is slated to take eight (8) months to complete.

The crews have been extremely busy. He said that we have amazing people and he is very proud of our staff.

A meeting will be held on Tuesday, December 16th at North Jefferson County Ambulance District, in which details of sales tax campaigns will be reviewed.

Mr. Rognan's annual holiday party is this coming Friday, December 5th.

Assistant Chief West informed the group of a call that occurred on C Shift recently. Battalion Chief Terry Machisen's crew members Paramedics Nathan Baird and Ashley Denmen, took care of a child that was left on scene without any food. Paramedic Denman ordered the child some food with Door Dash. In recognition, she was provided a Door Dash gift card.

Review Completed Patient Surveys – The survey forms were reviewed by the Directors.

Union Business-Shop Steward, Ashley Denman – Ms. Denman spoke of the sales tax campaign meeting, which will occur at the time of a union meeting. In addition, the shop would like to schedule another meeting for negotiations.

OLD BUSINESS:

None.

NEW BUSINESS (continued):

2026 Ambulance Fees – Chief Appleton explained that this is the annual review of ambulance fees to be charged for the upcoming year. The Federal CPI-U for 2026 is 2.7%. A lengthy discussion ensued.

Director Paul made a motion to increase ambulance transport fees by 2.7% for 2026 dates of service. Vice-Chairperson Day seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

2026 Budget – Mr. Rognan reiterated that the proposed 2026 budget reflects conservative budgeting of revenue and includes a cost-of-living adjustment in wages. Discussion occurred.

Vice-Chairman Day motioned to adopt the 2026 Budget as presented. Director Paul seconded the motion. There being no further discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

MIH Position Profile – Chief Appleton reminded the Directors that this position, and the program itself, have been discussed for years. Even tho the need is present for the program, funding is not. The 2026 Budget does include this new position. Assistant Chief West wants to get this position filled and continue researching funding methods

for the program. He stated that the salary amount for this position is included in the 2026 budget. A group discussion ensued.

Director Paul motioned to create the position as presented. Secretary Dockery seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

GOOD AND WELFARE:

Acknowledgement of employee promotion and service – Chief Appleton acknowledged all the employees this month. He will have the individual service acknowledgements, for November and December, at the next meeting.

CLOSING COMMENTS:

Director Horn said that he knows everyone puts their lives on the line in bad weather and hopes everyone will be safe.

Secretary Dockery reiterated that message.

Director Ruzicka wished everyone happy holidays and hope everyone has low stress and stays safe.

Director Paul wished the same.

NEXT MEETING:

The Board set the next regular monthly meeting date for Wednesday, December 17, 2025, at 6:00 p.m., at Station 4.

EXECUTIVE SESSION:


Vice-Chairperson Day 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. Director Paul seconded. There being no discussion, a roll call vote was taken as follows: Vice-Chairperson Day, "Yes."; Secretary Dockery, "Yes."; Director Ruzicka, "Yes."; Director Paul, "Yes."; and Director Horn, "Yes." The motion passed unanimously, 5 to 0.

The Board left open session at 7:18 p.m.

The Board returned to open session at 7:54 p.m.

ADJOURNMENT:

There being no further business to come before the Board, Vice-Chairperson Day motioned to adjourn. Director Ruzicka seconded. A vote was taken, and the motion passed unanimously, 5 to 0, at 7:54 p.m.


Mandy Dockery - Secretary of the Board

Board approved, signed, and sealed on this date: 12/17/25

