

**The Minutes of the 544th Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
February 22, 2023**

OPEN MEETING:

The 544th 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, February 22, 2023. The meeting was conducted at Station 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 Andrew West, Chief Jerry Appleton, Deputy Chief Sheila Buchheit, Deputy Chief Josh Hemmelman, 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. Director Tara Mueller was expected to arrive late and Director Lindsay Sleet was not expected.

PLEDGE OF ALLEGIANCE:

The group recited the Pledge of Allegiance.

VISITORS AND GUESTS:

Acknowledgement – Chairperson Ruzicka welcomed everyone to the meeting.

Public Comments – There were none.

Additional Item – Secretary Day motioned to excuse Director Sleet from the meeting. Vice-Chairman Paul seconded. There being no discussion, a vote was taken and passed unanimously, 4 to 0.

MINUTES:

Approval of the 543rd Meeting Minutes from January 25, 2023 –Vice-Chairman Paul motioned to approve the meeting minutes as presented. Director West seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 4 to 0.

Approval of the Special Meeting Minutes from February 8, 2023 – Vice-Chairman Paul made a motion to approve the special meeting minutes as presented. Secretary Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 4 to 0.

Director Mueller arrived at 6:07 p.m.

FINANCIALS:

January 2023 Treasurer's Report –Mr. Rognan reported on the finances of the District. We are over budget by 3.94% which is due to the timing of annual payments. Revenues and Expenditures were reviewed.

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

Cancellation Report Summary – The Directors reviewed the detailed report which represented February assignments to the collection agency by EMS/MC. There were 150 accounts, from 2019, 2021, and 2022, totaling \$73,117.29.

Secretary Day motioned to approve the Cancellation Report Summary. Vice-Chairman Paul 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:
The annual audit was completed and went well.

Everyone has been working on the first of the year processes.

The Medicare Cost Data Collection has begun. It is mandatory reporting that covers 12 months and is due in May.

Station 5 planning is continuing.

He will be meeting with Custom Insurance Services next week to discuss the workers' compensation insurance bids they received. The policy renewal date is April 1st.

The second Master Planning meeting was held and the turnout was great.

The HVAC system at Station 4 had a major repair. A leak was found, the system was drained, fixed, and filled.

Review Completed Patient Surveys – There were three (3) patient surveys for the Directors to review.

Union Business-Shop Steward, Ashley Denman – Ms. Denman, on behalf of the shop, thanked the Board and looks forward to working together in the future.

OLD BUSINESS:

2023 Budget – Mr. Rognan stated that there have been no changes made to the proposed 2023 Budget since it was presented in December.

Chairperson Ruzicka made a motion to adopt the 2023 Budget as presented. Director West seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

IAFF CBA – Chief Appleton stated that Article X has not been changed. A brief discussion occurred.

Director West made a motion to approve the Collective Bargaining Agreement and to authorize Chief Appleton to execute the agreement. Secretary Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

NEW BUSINESS:

Resolution #2023-02: Additional Compensation – Mr. Bishop explained the nature of the resolution.

Secretary Day motioned to adopt Resolution #2023-02: Additional Compensation. Vice-Chairman Paul seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

2022 Annual Financial Report (Audit) – Chief Appleton reported that Mr. Greg Spinner and his team were here for two days. It went well. The report has been provided to the Directors for their review and approval. Discussion regarding seeking bids for 2023 occurred.

Vice-Chairman Paul motioned to approve the 2022 Annual Financial Report. Director West seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

Station 5 Design – Mr. Jerrod Joggerst of FGM Architects was welcomed to the meeting. He showed the Directors the preliminary floor plan of the Lion's Den Road site that will be occupied by the District and the Sheriff's Department. The building will be approximately 14,143 square feet. Once the design phase has been approved,

geotechnical testing, and other testing, will begin. The final design should then be available in June. A lengthy discussion ensued.

Vice-Chairman Paul motioned to approve moving on to the design phase of the project. Director Mueller 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 announced the following service anniversaries for February:

Full-Time: Mr. Nick Miller, Paramedic, one (1) year; Mr. Brandon Treiber, Paramedic, six (6) years; and Ms. Jennifer Ello, Office Manager, thirty-five (35) years.

Part-Time: Mr. Drew Mabrey, Paramedic, one (1) year.

CLOSING COMMENTS:

Vice-Chairman Paul said that he, and Directors Ruzicka, Day, and Mueller, attended the State of the County address and it was a good event.

Chairperson Ruzicka thanked everyone for all their hard work.

NEXT MEETING:

The Board set the next meeting date for Wednesday, March 22, 2023, at 6:00 p.m., at Station 4.

EXECUTIVE SESSION:


Chairperson Ruzicka motioned to enter into a closed session with closed vote and closed record for the purpose of approval of Executive Session Minutes from 1/25/2023 and 2/08/2023, personnel, and labor contract discussions pursuant to Section 610.021 of the Revised Statutes of Missouri. Secretary Day seconded. There being no discussion, a roll call vote was taken as follows: Chairperson Ruzicka, "Yes."; Vice-Chairman Paul, "Yes."; Secretary Day, "Yes.", Director Mueller, "Yes."; and Director West, "Yes." The motion passed unanimously, 5 to 0.

The Board left open session at 7:01 p.m.

The Board returned to open session at 7:50 p.m.

ADJOURNMENT:

There being no further business to come before the Board, Chairperson Ruzicka motioned to adjourn. Vice-Chairman Paul seconded. A vote was taken, and the motion passed unanimously, 5 to 0, at 7:50 p.m.

 chief

Jeremy Day - Secretary of the Board
For Secretary Day



Board approved, signed, and sealed on this date: 3-20th 2023