

**The Minutes of the 520th Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
February 24, 2021**

OPEN MEETING:

The 520th regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Lynne Ruzicka at 6:02 p.m. on Wednesday, February 24, 2021. The meeting was conducted at House #4.

ROLL CALL:

Directors and Administrative Personnel – Office Manager Jennifer Ello 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 Sheila Buchheit, 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. Secretary Christy Gay was not in attendance.

Chairperson Ruzicka motioned to excuse Secretary Gay from the meeting. Vice-Chairman Paul seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

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.

MINUTES:

Approval of the 519th Meeting Minutes from January 27, 2021 – Vice-Chairman Paul 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, 5 to 0.

The Board postponed review of Financials, awaiting the arrival of Mr. Rognan, and continued with the rest of the Agenda topics.

COMMUNICATIONS:

Chief's Comments – Chief Appleton reported the following:

The Jefferson College EMS program is shutting down. Chief Appleton, along with Chiefs from other Districts, will be meeting with the college tomorrow, in hopes of finding a solution to keep the program going. Discussion occurred.

All of the equipment purchased with CARES Act funds has been received, except for the turnout gear.

There was a minor vehicle incident during the recent snowstorm. The truck with the snowplow slid into the House #1 building. There were no injuries and the building was not damaged. The truck is still in-service, however, there will be repairs needed. A claim was submitted to our insurance carrier.

The Jefferson County Health Department will be holding several Covid-19 vaccination clinics. The District has been requested to provide a stand-by ambulance at each one. The Department will be paying for the District's services.

The Vehicle Maintenance Report will be emailed.

Review Completed Patient Surveys – There were none.

Union Business-Shop Steward, Ashley Denman – The Union had nothing to present.

OLD BUSINESS:

None

NEW BUSINESS:

2020 Annual Report (Audit) – Chief Appleton reported that the audit went really well. Recommendations made were the same as previous years’ (the District is too small to properly segregate all duties and that the FSA program is not recommended).

Vice-Chairman Paul motioned to approve the 2020 Annual Report as presented. Director Sleet seconded. There being no discussion, a vote was taken, and the motion passed, 4 to 0, with Director Horn abstaining.

Construction Update – Mr. Jerrod Joggerst (FGM) – The Board welcomed Mr. Joggerst to the meeting. Chief Appleton introduced Mr. Joggerst to Directors Sleet and Day.

Mr. Joggerst presented photographs of the Arnold construction site. They are expecting substantial completion in June of 2021. He then presented photographs of the Fenton construction site. This project got a later start, but is now moving along. Substantial completion is slated for October of 2021.

The next steps are securing a location for House #5, and completing the two existing projects (appliances, furnishings, etc.) He reviewed some of the changes that have been made to the project budgets. Discussion ensued. The Board thanked Mr. Joggerst for his presentation.

GOOD AND WELFARE:

Acknowledgement of employee promotion and service – Chief Appleton announced the following service anniversaries for February: Full-Time: Mr. Brandon Treiber, Paramedic, four (4) years; and Ms. Jennifer Ello, Office Manager, thirty-three (33) years. There were no Part-Time anniversaries for December.

Trends and Statistics – Mr. Corey Golec, Training Coordinator/Paramedic, will be spot-lighting the equipment the District has obtained with CARES Act funding. He provided a demonstration of the video laryngoscope. Discussion ensued. The Board thanked Mr. Golec.

FINANCIALS:

2020 Capital Projects Budget Adjustment – Mr. Rognan was present by telephone. He explained that the 2020 Capital Projects Budget adjustment is needed to bring “the budget to actual.” Discussion ensued.

Director Day motioned to approve the 2020 Capital Projects Budget adjustment. Vice-Chairman Paul seconded. There being no discussion, a vote was taken, and the motion passed, 4 to 0, with Director Horn abstaining.

January 2021 Treasurer’s Report – Mr. Rognan reviewed the January financial report. Revenues and Expenses were reviewed. Chief Appleton reminded the Directors that the CARES Act funding was received in 2020 but the expenses, for the equipment purchased, are occurring in 2021.

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, 4 to 0, with Director Horn abstaining.

Cancelation Report Summary – The Directors reviewed the detailed report which represented February assignments by EMS/MC. There were 128 accounts, from 2020, that were assigned to the collection agency totaling \$74,496.76.

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, 5 to 0.

CLOSING COMMENTS:

Vice-Chairman Paul said to keep up the good work; Spring is on the way with new District houses being built.

NEXT MEETING:

The Board confirmed their availability, and set the next regular monthly meeting for Wednesday, March 24, 2021, at 6:00 p.m., at House #4. Chairperson Ruzicka stated that she will not be available for that meeting.

EXECUTIVE SESSION:

Chairperson Ruzicka 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 and personnel pursuant to Section 610.021 of the Revised Statutes of Missouri. Director Day seconded the motion. There being no discussion, a roll call vote was taken as follows: Chairperson Ruzicka, "Yes."; Vice-Chairman Paul, "Yes."; Director Horn, "Yes."; Director Sleet, "Yes."; and Director Day, "Yes." The motion passed unanimously, 5 to 0.

The Board left open session at 6:56 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. Director Day seconded. A vote was taken, and the motion passed unanimously, 5 to 0, at 7:33 p.m.



Christy Gay Secretary of the Board



Board approved, signed, and sealed on: March 24, 2021