

**The Minutes of the 578<sup>th</sup> Meeting  
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS  
January 21, 2026**

**OPEN MEETING:**

The 578<sup>th</sup> regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Tara Mueller at 6:00 p.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, Chairperson Tara Mueller, Vice-Chairperson Jeremy Day, 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.

**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 577<sup>th</sup> Meeting Minutes from December 17, 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, 6 to 0.

Approval of the Executive Session Minutes from December 17, 2025 – Vice-Chairman Day motioned to approve the minutes as presented. Director Paul seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

**FINANCIALS:**

December 2025 Treasurer's Report – Mr. Rognan reviewed the revenues and expenditures, and year-to-date balances of each, through the end of December. The District is 3.2%, about \$323,000.00, under budget at year end.

Vice-Chairperson Day made a motion to approve the Treasurer's Report, to pay all bills, and to approve all payroll expenditures. Secretary Dockery seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

January 2026 Cancellation Report – The Directors reviewed the detailed report which represented January assignments to the collection agency by EMS/MC. There were 107 accounts, from 2025, totaling \$38,352.89.

Chairperson Mueller motioned to approve the Cancellation Report as presented. Director Paul 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 Chief's report that was provided, Chief Appleton informed the group of the following:

He will forward Assistant Chief West's report and Deputy Chief Buchheit's Vehicle Maintenance report to the Directors.

General conversation was had regarding Station 5.

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

Union Business-Shop Steward, Ashley Denman – Ms. Denman said that she requested employees to attend the meeting to show their support for the future of the District. Mr. Paul Vessels, IAFF Local 2665 Vice-President, addressed the Board. He presented and explained the many benefits of placing a sales tax proposal on the April ballot.

**OLD BUSINESS:**

Long Term Strategic Planning – Chief Appleton stated that this item was left on the agenda, from last month, in case there were any other items to address. The current 10-year Capital Plan is still in place. However, plans beyond 2028 do need to be addressed. A general conversation about the future needs of the District and funding for those needs was held.

**NEW BUSINESS:**

Resolution 2026-01: Sales Tax Increase – Chief Appleton said that the resolution being presented was drafted by Mr. Rognan and approved by Mr. Bishop. Several Directors expressed their desire to place the proposition on the November ballot instead of the April ballot. A lengthy group discussion occurred.

Chairperson Mueller made a motion to adopt Resolution 2026-01. The motion died due to a lack of a second.

HealthCall MIH Documentation Software Agreement – Chief Appleton explained that this is the standard software being used across the country for MIH reporting. The cost for this software is accounted for in our 2026 budget. There is a one-time set up fee of \$21,200.00 and then recurring monthly payments for the program itself. Mr. Bishop had no legal objections to the agreement.

Vice-Chairperson Day made a motion approving the agreement and authorizing Chief Appleton to execute all necessary documents. Director Ruzicka seconded. There being no discussion, a vote was taken, and passed unanimously, 6 to 0.

MIH Program Donation – Brockmiller Construction – Chief Appleton reported that Mr. Colin Rogers, President of Brockmiller Construction, heard about our need for an MIH vehicle and donated \$5,000.00 towards the cost. Chief Appleton is reporting this to the Board and requesting their approval to accept the donation.

Director Ruzicka motioned to accept the donation from Brockmiller Construction. Secretary Dockery seconded. Discussion occurred. Mr. Bishop was asked if there were any issues with accepting the donation, to which he replied that there are no legal issues regarding acceptance of the donation.

There being no further discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

MIH Vehicle – Capital Purchase – Chief Appleton reported that he, Assistant Chief West, and Division Chief Farrel reviewed the needs of an MIH vehicle. It does not need lights, sirens, or to be new. It should be an all-wheel drive or four-wheel drive vehicle. He obtained several bids for pre-owned vehicles and is recommending a 2024 GMC Terrain from Sapaugh GM Country for \$23,106.36. With the donation of \$5,000.00, the final cost to the District would be \$18,106.36. Several Directors expressed their concerns with the GMC Terrain and a lengthy discussion ensued.

Chairperson Mueller motioned to approve the purchase of the 2024 GMC Terrain for \$23,106.36. Director Ruzicka seconded. There being no further discussion, a vote was taken, and the motion passed by majority, 4 to 2.

The Directors requested that Chief Appleton investigate the cost to obtain a warranty.

Building Access for Board Members – Chief Appleton stated that Director Horn requested this topic be brought to the Board.

Director Horn motioned to table discussion of this topic at this time. Director Paul seconded. There being no discussion, a vote was taken, and the motion table passed unanimously, 6 to 0.

**GOOD AND WELFARE:**

Acknowledgement of employee promotion and service – Chief Appleton announced that there are no service anniversaries in January and would like to acknowledge all our members at this time.

*Mr. Bishop left the meeting at 7:08 p.m.*

Pinning Ceremony – Chief Appleton introduced Mr. Andrew Betzel, Paramedic. Mr. Betzel was appointed to his full-time position last August. Chief Appleton led Mr. Betzel in taking his Oath of Office. Mr. Betzel’s family was present and his wife participated by pinning him. The group congratulated Paramedic Betzel.

Chief Appleton introduced Mr. CJ Wallweber, Paramedic. Mr. Wallweber was appointed to his full-time position in January. Chief Appleton led Mr. Wallweber in taking his Oath of Office. Mr. Wallweber’s wife was present and participated by pinning him. The group congratulated Paramedic Wallweber.

Chief Appleton introduced Ms. Liz Crump, Paramedic. Ms. Crump was appointed to her full-time position in January. Chief Appleton led Ms. Crump in taking her Oath of Office. Ms. Crump’s family was present and her husband participated by pinning her. The group congratulated Paramedic Crump.

Chief Appleton introduced Mr. Nick Farrel, Paramedic. Mr. Farrel was appointed to Division Chief of MIH in January. Chief Appleton led Mr. Farrel in taking his Oath of Office. Mr. Farrel’s wife was present and participated by pinning him. The group congratulated Division Chief Farrel.

**CLOSING COMMENTS:**

There were none.

**NEXT MEETING:**

The Board set the next regular monthly meeting date for Wednesday, February 25, 2026, at 6:00 p.m., at Station 4.

**EXECUTIVE SESSION:**

It was determined that a closed session was not needed.

**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 7:18 p.m.

  
Mandy Dockery - Secretary of the Board

Board approved, signed, and sealed on this date: 02/25/24

