

**The Minutes of the 543rd Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
January 25, 2023**

OPEN MEETING:

The 543rd 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, January 25, 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 Lindsay Sleet, Director Tara Mueller, 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 all present.

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 Special Meeting Minutes from December 21, 2022 – Vice-Chairman Paul made a motion to approve the special meeting minutes as presented. Chairperson Ruzicka seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0, with Director Mueller abstaining.

Approval of the 542nd Meeting Minutes from December 28, 2022 – Vice-Chairman Paul motioned to approve the meeting minutes as presented. Secretary Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

FINANCIALS:

December 2022 Treasurer's Report – Mr. Rognan reported on the finances of the District. We are under budget by 2.35%, approximately \$182,000.00. Revenues and Expenditures were reviewed and trends were discussed.

Director Mueller motioned to approve the Treasurer's Report, to pay all bills, and to approve all payroll expenditures. Secretary Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

Cancelation Report Summary – The Directors reviewed the detailed report which represented January assignments to the collection agency by EMS/MC. There were 182 accounts, from 2020, 2021, and 2022, totaling \$105,451.12.

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, 6 to 0.

COMMUNICATIONS:

Chief's Comments – Chief Appleton reported the following:
Everyone has been working on annual processes, censuses, FSA enrollments, etc.

The annual elevator and fire alarms inspections went well.

Station #5 is getting close to a final design.

The Master Plan meeting went very well. Twenty (20) people participated. The next one is scheduled for February 16th at 10:00 a.m. at Station #4.

The annual financial audit is scheduled for February 2nd & 3rd.

Administration will begin working on the 2023 RFPs and RFQs to present to the Board.

Review Completed Patient Surveys – There were no patient surveys to be reviewed.

Union Business-Shop Steward, Ashley Denman – Ms. Denman, on behalf of the shop, thanked everyone for the committee work and hoped that a resolution could be reached soon.

OLD BUSINESS:

2023 Budget – This item was tabled.

IAFF CBA – This item was tabled.

NEW BUSINESS:

Resolution #2023-01: Wegmann Rate Increase and Contract – A brief discussion occurred regarding the law firm's fees.

Chairperson Ruzicka motioned to adopt the Resolution and to authorize Chief Appleton to execute the contract. Vice-Chairman Paul seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

District Meeting Room Use Policy – Chief Appleton informed the Directors that requests for utilizing the District's meeting room, by the public and employees, are increasing. Mr. Bishop has drafted a policy to clarify who may, or may not, use the room. Discussion ensued.

Chairperson Ruzicka motioned to adopt the Rock Township Ambulance District Meeting Room Policy. Secretary Day seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

Tahoe Lighting Installation Bids – Chief Appleton reported the Tahoe is ready to be put into service with the exception of the lighting. Four (4) bids were obtained. They are: Public Safety Upfitters (PSU), Fenton, Missouri, for \$8,072.00; Defender Product Solutions, Valley Park, Missouri, for \$8,684.00; VIP Public Safety, St. Peters, Missouri, for \$10,785.83; and Wireless USA, Arnold, Missouri, for \$11,331.36. A detailed review of the products bid and a lengthy discussion occurred.

Chairperson Ruzicka motioned to accept the bid from PSU for \$8,072.00 and to authorize Chief Appleton to execute the agreement. Secretary Day seconded. There being no further discussion, a vote was taken, and the motion passed by majority, 5 to 1.

Health & Wellness Proposal – Chief Appleton explained that employees Ms. Jessie Sutter and Mr. Nick Farrel brought the idea of expanding health and wellness benefits for the employees to him for consideration. YogaShield-Yoga for First Responders would benefit the employees' mental, physical, and emotional health. Chief Appleton supports this and is asking the Board to support it as well. Ms. Sutter, a certified yoga instructor, was present by audio to answer questions about the program. A discussion about the program ensued.

Vice-Chairman Paul made a motion to accept the Series 2 proposal for \$4,500.00 and to authorize Chief Appleton to execute the agreement. Secretary Day 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 January: Full-Time: Ms. Jessica Clark, Paramedic, seven (7) years; Mr. Dale McCarthy, Lieutenant/Paramedic, six (6) years; Ms. Ashley Baird, Paramedic, two (2) years; and Mr. Cody Bishop, Paramedic, two (2) years. There were no Part-Time anniversaries in January.

CLOSING COMMENTS:

There were no comments made.

NEXT MEETING:

The Board set the next meeting date for Wednesday, February 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 12/21/2022 and 12/28/2022, and labor contract discussions pursuant to Section 610.021 of the Revised Statutes of Missouri. Vice-Chairman Paul seconded. There being no discussion, a roll call vote was taken as follows: Chairperson Ruzicka, "Yes."; Vice-Chairman Paul, "Yes."; Secretary Day, "Yes.", Director Sleet, "Yes."; Director Mueller, "Yes."; and Director West, "Yes." The motion passed unanimously, 6 to 0.

The Board left open session at 6:47 p.m.

The Board returned to open session at 7:23 p.m.

ADJOURNMENT:

There being no further business to come before the Board, Vice-Chairman Paul motioned to adjourn. Secretary Day seconded. A vote was taken, and the motion passed unanimously, 6 to 0, at 7:25 p.m.



Jeremy Day - Secretary of the Board



Board approved, signed, and sealed on this date: 2-22-23