

**The Minutes of the 570th Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
May 28, 2025**

OPEN MEETING:

The 570th 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. The meeting was conducted at 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, Chief Training Officer Corey Golec, Office Manager Jennifer Ello, and Mr. Mark Bishop, Legal Counsel for the District, were present. Mr. Rick Rognan, Treasurer for the District, was expected to arrive late.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited.

VISITORS AND GUESTS:

Acknowledgement – Chairperson Mueller welcomed everyone to the meeting.

Public Comments – There were none.

MEETING MINUTES:

Approval of the 569th Meeting Minutes from April 23, 2025 – Chairperson 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.

Approval of the Executive Session Minutes from April 23, 2025 – Chairperson Mueller motioned to approve the minutes as presented. Vice-Chairperson Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

FINANCIALS:

May 2025 Cancellation Report – The Directors reviewed the detailed report which represented May assignments to the collection agency by EMS/MC. There were 106 accounts, from 2023 and 2024, totaling \$49,035.14.

Vice-Chairperson Day motioned to approve the Cancellation Report as presented. Director Ruzicka 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:

Construction of Station 5 is moving along. He gave specifics on the progress and reported that substantial completion is on target for the first of September. Landscaping will occur after occupancy.

The design phase for construction of Station 3 is wrapping up. The presentation to the Board for approval to go out for bid will be at the July meeting. Construction should begin in September. Rock Community Fire Protection District will graciously house our crew during construction.

The law enforcement prayer breakfast was well attended by Leadership and members of the Board.

There were two table top disaster events this month. These are exercises to prepare first responders for the “what if’s.”

Last week was National EMS Week and Chief Appleton gave a shout out to those on the streets and in the office who work so hard every day. The crews will be treated to shift breakfasts in the coming weeks.

He was out of town for a few days and returned with only one item in his box. He expressed his appreciation for having such a great team.

The District is sponsoring a summer blood drive with the American Red Cross on June 5th, from 1:00 p.m. to 5:00 p.m., here, at Station 4.

Chief Appleton and Assistant Chief West will be attending the Missouri Ambulance Association's annual Leadership and Reimbursement conference at Lake of the Ozarks on June 17th and 18th. Board Training is available if anyone is interested.

Deputy Chief Buchheit has provided the quarterly Vehicle Maintenance Report. Chief Appleton informed the Directors that the new transmission for Medic 7 was covered under warranty.

The Station 4 air-conditioners are having more issues. Chief Appleton will be meeting with a Daikin representative to review our system and its failures.

The MVA insurance claim amounted to \$31,181.41, which the other driver's insurance paid.

The District sent a crew as part of the strike team following the tornado. Everyone made it home safely.

Lieutenant Katie Reed approached Chief Appleton to suggest applying for a safety grant through our workers' compensation carrier, MEM. She submitted for the grant and we were awarded approximately \$1,438.00 which will be used for an oxygen lift at Station 5. Great job to Lieutenant Reed.

Review Completed Patient Surveys – The Directors reviewed the patient surveys.

Union Business-Shop Steward, Ashley Denman – Ms. Denman stated that the shop wanted to thank Mr. Rick Lamborn, who was present, for his service on the Board. They also congratulated Director Horn and expressed their excitement about Andrew West being hired as Assistant Chief.

OLD BUSINESS:

Station 3 & 4 Construction – Chief Appleton reported on this during his comments.

NEW BUSINESS:

Bank Signature Forms – Ms. Ello disbursed the signature forms for the District's bank accounts which were then signed by the Directors and Leadership, and executed by Secretary Dockery.

Mr. Rognan arrived at 6:21 p.m.

FINANCIALS (continued):

April 2025 Treasurer's Report – Mr. Rognan reported on tax legislation that has been approved and is awaiting signature by the Governor. He then reviewed the revenues and expenditures, and year-to-date balances of each, through the end of April. The District is about \$64,000.00 over budget but is trending down. Discussion occurred about the Wayfair tax and the difference between a sales tax and a use tax.

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

Steadfast City Tax Abatement – Chief Appleton was contacted by representatives from Steadfast City regarding a TIF project they are involved with in the City of Arnold. He relayed to them about the District's SB870 Resolution and they wanted to meet with the Board to give a presentation regarding the project.

Ms. Alex Balson and Mr. Jacob Surratt were present, along with Ms. Shayla Meehan by video conferencing. The group gave a presentation and explained that they are working on behalf of a family-owned business in Arnold who are wanting to expand their industrial operations facility. Following the presentation, discussion occurred. The Board will consider their request for tax abatement and they were thanked for their presentation.

PTO Policy Update – Chief Appleton reported that PTO (Paid Time Off) Policy 6.9c was adopted with the understanding that it would need to be updated. This update, 6.9d, addresses the use of short-notice PTO and allows for smaller increments of use. It does not change the structure of the policy. Mr. Bishop has reviewed the updated policy and has no objections.

Director Paul made a motion to adopt Policy 6.9d with the presented changes. Vice-Chairperson Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

Resolution 2025-03: Critical Illness (Agreement with MFFCIT) – Chief Appleton explained that the Board previously agreed to provide this benefit at the highest of three levels. The agreement has finally been produced. Mr. Bishop has reviewed the resolution and agreement and has approved them. Discussion ensued.

Director Paul made a motion to adopt Resolution 2025-03 and to authorize Chief Appleton to execute the agreement. Chairperson Mueller seconded. 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 May:

Mr. Zac Collins, Paramedic, three (3) years; Ms. Chynna Tame, Paramedic, and Mr. Josue Murillo, Paramedic, six (6) years; Mr. Brandon Treiber, Paramedic, eleven (11) years; Ms. Jessica Clark, Paramedic, fourteen (14) years; Ms. Mary Bryant, Paramedic, and Mr. Corey Golec, Chief Training Officer/Paramedic, eighteen (18) years; and Ms. Mary Anne Cody, Paramedic, twenty (20) years.

Chief Appleton led Assistant Chief West in taking his Oath of Office. Mr. West's family was present and his wife participated by pinning him. The group congratulated Assisted Chief West.

CLOSING COMMENTS:

Director Dockery wished everyone happy EMS week.

Vice-Chairperson Day hoped everyone stays safe.

Chairperson Mueller expressed thanks to everyone who worked through the storms.

Director Ruzicka hoped everyone enjoys the weather.

Director Paul said that it was good to see staff present at the meeting and thanked Deputy Chief Buchheit for the Vehicle Maintenance Report.

NEXT MEETING:

The next regular monthly meeting date was set for Wednesday, June 25, 2025, at 6:00 p.m., at Station 4.

EXECUTIVE SESSION:

Chairperson Mueller motioned to enter into a closed session with closed vote and closed record for the purpose of discussing personnel pursuant to Section 610.021 of the Revised Statutes of Missouri. Vice-Chairperson Day seconded. There being no discussion, a roll call vote was taken as follows: Chairperson Mueller, "Yes."; Vice-Chairperson Day, "Yes."; Secretary Docker, "Yes."; Director Ruzicka, "Yes."; Director Paul, "Yes."; and Director Horn, "Yes."

The Board left open session at 7:27 p.m.

The Board returned to open session at 7:55 p.m.

ADJOURNMENT:

There being no further business to come before the Board, Secretary Dockery made a motion to adjourn. Chairperson Mueller seconded. A vote was taken, and the motion passed unanimously, 6 to 0, at 7:55 p.m.


Mandy Dockery - Secretary of the Board

Board approved, signed, and sealed on this date: 06/25/25

