

**The Minutes of the 504<sup>th</sup> Meeting  
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS  
October 23, 2019**

**OPEN MEETING:**

The 504<sup>th</sup> regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairman Paul at 6:01 p.m. on Wednesday, October 23, 2019.

**ROLL CALL:**

Directors and Administrative Personnel – Secretary Cathy Wooldridge conducted a roll call of those in attendance. In addition to herself, Chairman Mark Paul, Director Christy Gay, Director Alicia Ott, Director Paul Horn, Chief Jerry Appleton, Deputy Chief Sheila Buchheit, Deputy Chief Andrew West, Office Manager Jennifer Ello, and Mr. Rick Rognan, Treasurer for the District, were present. Vice-Chairperson Lynne Ruzicka, and Mr. Mark Bishop, Legal Counsel for the District, were not expected to attend the meeting.

Chairman Paul motioned to excuse Vice-Chairperson Ruzicka from the meeting. Director Ott seconded.

There being no discussion, a vote was taken, and the motion passed unanimously.

**PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was recited.

**VISITORS AND GUESTS:**

Acknowledgement – Chairman Paul welcomed everyone to the meeting.

Public Comments – There were none.

**MINUTES:**

Approval of the 503<sup>rd</sup> Meeting Minutes from September 25, 2019 – Director Horn wanted the September meeting minutes amended to reflect his comments and questions regarding ambulance manufacturers in Missouri. Discussion occurred. Ms. Ello clarified, with Director Horn that the following statement would suffice: “Director Horn specifically inquired about ambulance manufacturers in the State of Missouri.” Director Horn approved. Ms. Ello will amend the September meeting minutes.

Chairperson Paul motioned to approve the minutes as amended. Director Gay seconded.

There being no further discussion, a vote was taken, and the motion passed by majority, 4 to 1, with Director Horn voting, “Nay.”

**FINANCIALS:**

September 2019 Treasurer's Report – Mr. Rognan, Treasurer for the District, reviewed the year to date revenues and expenditures. He projects the District to be under budget unless something unforeseen occurs. Discussion regarding the new billing company's progress occurred.

Director Ott motioned to approve the Treasurer's Report, to pay all bills, and to approve all payroll expenditures. Director Gay seconded.

There being no discussion, a vote was taken, and the motion passed by majority, 4 to 1, with Director Horn voting, “Nay.”

Cancellation Report Summary – The Directors reviewed the report which represented September assignments. There were 196 accounts, from 2018 and 2019, that were assigned to the collection agency totaling \$88,017.75. The Directors reviewed the detailed report.

Director Ott motioned to approve the Cancellation Report Summary. Secretary Wooldridge seconded.

There being no discussion, a vote was taken, and the motion passed by majority, 4 to 1, with Director Horn voting, “Nay.”

**COMMUNICATIONS:**

Chief's Comments – Chief Appleton reported the following:

It has been very busy with a lot of projects going on across the board and high call volume. He thanked the crews for doing a great job.

Stryker Medical coordinated a nationally accredited speaker to provide a 12-lead class for the District tomorrow.

The new roof on House #3 was completed in one day and they did a good job.

The House #4 parking lot has been sealed and striped.

The ambulance will be placed on the Purple Wave auction site and listed for 30 days.

The pickup truck (staff vehicle) was involved in an MVA. Thankfully, there were no injuries. The truck has been taken to K&K and we are waiting on the "at fault" (other driver's) insurance at this time.

**COMMUNICATIONS:**

Review Completed Patient Surveys – There were several surveys available for the Directors to review.

Union Business-Shop Steward, Ron Lipp – Chief Appleton reported that he had a meeting scheduled with the shop.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

Stretcher Purchase (Stryker) – Chief Appleton explained that the \$50,857.32 sales quote is for the remaining two (2) stretchers for the ambulances that will be delivered in January. Two (2) power loads will need to be purchased for the old trucks later. This completes the new stretcher purchase. Additional needed restraints and a charger with two (2) batteries is included in this quote.

Director Ott made a motion to approve the purchase as presented. Secretary Wooldridge seconded.

There being no discussion, a vote was taken, and the motion passed by majority, 4 to 1, with Director Horn voting "Nay"

**GOOD AND WELFARE:**

Acknowledgement of employee promotion and service – Chief Appleton announced the following:

There were no Part-Time service anniversaries in October.

Full-Time service anniversaries in October: Mr. Jim Bierman, Paramedic, six (6) years; Ms. Lara Eppel, Paramedic, thirty-one (31) years; and Mr. Milton Cook, EMT, thirty-six (36) years.

**CLOSING COMMENTS:**

Director Gay thanked Terry for his work with Purple Wave and thanked the crews for their part in Witches Night Out and the Apple Butter Festival.

Director Ott stated she was glad that Andrew was not injured.

Chairman Paul seconded both previous statements.

Director Horn was also glad that Andrew was not injured. He also inquired about the process for repairs to the truck. Chief Appleton reported that bids were being obtained.

Secretary Wooldridge remarked that the trees located near House #3 were probably planted as a sound buffer. They are not our trees and they are not on our lot.

**NEXT MEETING:**

The group discussed rescheduling the next regular monthly meeting due to the Thanksgiving holiday. The meeting date was set for Wednesday, November 20, 2019, at 6:00 p.m. at House #4.

The group also discussed the possibility of having a work session on Wednesday, December 4, 2019. It will be determined at a later date.

**EXECUTIVE SESSION:**

Chairman Paul made a motion to enter into a closed session with closed vote and closed record for the purpose of approval of the Executive Session Minutes from September 25, 2019, and consultation with counsel to discuss personnel and contract negotiations pursuant to Section 610.021 of the Revised Statutes of Missouri. Director Ott seconded.

There being no discussion, a roll call vote was taken as follows: Chairman Paul, "Yes."; Secretary Wooldridge, "Yes."; Director Gay, "Yes."; Director Ott, "Yes."; and Director Horn, "Yes." The motion passed unanimously.

The Board left open session at 6:36 p.m.

The Board returned to open session at 6:50 p.m.

**ADJOURNMENT:**

There being no further business to come before the Board, Secretary Wooldridge motioned to adjourn. Director Ott seconded.

A vote was taken, and the motion passed unanimously at 6:50 p.m.

  
Cathy Wooldridge - Secretary of the Board



Board approved, signed, and sealed on: 11/20/19

