

**The Minutes of the 539<sup>th</sup> Meeting  
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTOR  
September 21, 2022**

***OPEN MEETING:***

The 539<sup>th</sup> regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Lynne Ruzicka at 6:01 p.m. on Wednesday, September 21, 2022. The meeting was conducted at House #4.

***ROLL CALL:***

*Directors and Administrative Personnel* – Vice-Chairman Mark Paul conducted a roll call of those in attendance. In addition to himself, Chairperson Lynne Ruzicka, 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, and Mr. Mark Bishop, Legal Counsel for the District, were all present. Secretary Jeremy Day and Mr. Rick Rognan, Treasurer for the District, were expected to arrive late.

***PLEDGE OF ALLEGIANCE:***

The group recited the Pledge of Allegiance.

***VISITORS AND GUESTS:***

*Acknowledgement* – Chairperson Ruzicka welcomed everyone and noted that there were guests and employees in attendance.

*Public Comments* – There were none.

***MINUTES:***

*Approval of the 538<sup>th</sup> Meeting Minutes from August 24, 2022* – Vice-Chairman Paul motioned to approve the meeting minutes as presented. Director Sleet seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

*Approval of the Special Meeting Minutes from September 7, 2022* – Director West motioned to approve the meeting minutes as presented. Director Sleet seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

***FINANCIALS:***

*August 2022 Treasurer's Report* – This item was tabled until the arrival of Mr. Rognan.

*Cancelation Report Summary* – The Directors reviewed the detailed report which represented September assignments to the collection agency by EMS/MC. There were 135 accounts, from 2020, 2021, and 2022, totaling \$63,261.76.

Director Mueller motioned to approve the Cancelation Report Summary. Director West seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

***COMMUNICATIONS:***

*Chief's Comments* – Chief Appleton reported the following:

It's been a very busy month, administratively. Many trainings are being held, risk control policies being developed, etc.

The Chief Officers will be out of town next week attending a billing conference.

The crews have also been very busy due to the second summer we are experiencing.

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

Union Business-Shop Steward, Ashley Denman – Ms. Denman requested that she and Mr. Paul Vessels be allowed to be present during the Executive Session. The Board noted her request.

**OLD BUSINESS:**

Bank Depository RFPs – Chairperson Ruzicka welcomed representatives from Saint Louis Bank and from Commerce Bank.

*(Director Jeremy Day arrived at 6:10 p.m.)*

Ms. Stacey Dohrman, Director of Cash Management for Saint Louis Bank, and her associate Jennifer, presented information about their bank and their response to the Request for Proposal.

Mr. Michael (Mike) Pullium, Senior Vice-President and Business Banking Portfolio Manager of Commerce Bank, and his associate Joe, then presented information about their bank and their response to the Request for Proposal.

A lengthy discussion ensued with questions being asked of both parties.

Vice-Chairman Paul motioned to accept the proposal from Commerce Bank and to authorize Chief Appleton to execute any agreements needed. Chairperson Ruzicka seconded. There being no further discussion, a vote was taken, and the motion passed by majority, 4 to 2; with Secretary Day and Director Mueller each voting “No.”

The banking representatives were thanked for their proposals and their attendance.

**NEW BUSINESS:**

EMS Legal Services Agreement – Chief Appleton explained that with the sudden passing of Mr. Frank Foster, Mr. Foster’s partner, Mr. Frank Flaspohler, is going to continue the services offered by EMS Legal Services. The group discussed the history of EMS Legal Services and Mr. Foster as an advocate for emergency medical services in the State.

*(Mr. Rick Rognan arrived at 6:43 p.m.)*

Secretary Day motioned to retain the services of Mr. Flaspohler and to authorize Chief Appleton to sign the agreement. Director West seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

Intergovernmental Agreement – Jefferson County – Mr. Bishop explained the structure of the agreement that is being prepared between the District and the Jefferson County Sheriff’s Department (the County). He explained the first part will be the design phase and cost and the second will be the occupancy and lease. He is requesting direction from the Board. He gave further explanation regarding how the shared project may be implemented and the risks involved. He encouraged the Directors to voice any concerns that they may have at this time. Discussion occurred.

Chairperson Ruzicka called for the regular order of business to be suspended at 6:57 p.m.

**PUBLIC HEARING:**

A Public Hearing was called to order by Chairperson Ruzicka at 7:00 p.m.

**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. Rick Rognan, Treasurer for the District, and Mr. Mark Bishop, Legal Counsel for the District, were all present.

Discussion – Mr. Rogan explained the supporting documents regarding Resolution #2022-04, setting the tax rate for 2022. He reviewed assessments, which have increased, the rollback of property taxes due to sales tax receipts, and the resulting tax rate of \$0.1042 for general property tax and \$0.1000 for Debt Service, for a total of \$0.2042 per one-hundred dollars (\$100.00) assessed valuation.

Chairperson Ruzicka requested comments from those present. There were none.

Chairperson Ruzicka made a motion to close the Public Hearing. Director West seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0, at 7:11 p.m.

Chairperson Ruzicka motioned for the regular order of business to be resumed. Secretary Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0, at 7:11 p.m.

**Continuing with NEW BUSINESS:**

Intergovernmental Agreement – Jefferson County – Mr. Bishop continued his discussion regarding the process of preparing the agreement between the District and the County for the Lion’s Den project. A lengthy group discussion ensued.

**FINANCIALS:**

August 2022 Treasurer’s Report – Mr. Rognan reported on the finances of the District. At the end of August, we are under budget by 2.18%, approximately \$169,000.00. Revenues and Expenditures were reviewed.

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

Capital Purchase – Duty Vehicles – Chief Appleton reported that purchasing two (2) duty vehicles would be recommended at this time. Discussion ensued regarding the current duty vehicles and how they are being used. A price quote for the purchase of one (1) 2023 Tahoe, for \$42,931.00, has been obtained from Don Brown Chevrolet as part of the State contract. Further discussion occurred.

Secretary Day made a motion approving the purchase of a 2023 Chevrolet Tahoe for \$42,931.00 and authorizing Chief Appleton to execute all necessary documents. Vice-Chairman Paul seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

Resolution 2022-04: Setting the Tax Rate for 2022 – Mr. Rognan explained this resolution in detail during the Public Hearing.

Secretary Day made a motion to adopt Resolution #2022-04: Setting the Tax Rate for 2022. Vice-Chairman Paul seconded. There being no 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 September:

Full-Time: Mr. Alex Wilson, Paramedic, seven (7) years; and Mr. Jerry Kister, Paramedic, twenty-five (25) years.

There were no Part-Time anniversaries in September.

**CLOSING COMMENTS:**

Director Mueller thanked everyone for their work during Arnold Days.

Vice-Chairman Paul thanked everyone.

Chief Appleton will be adding "new additions" to the meetings and begun by congratulating Mr. Brandon Treiber, Paramedic, on the birth of his new daughter.

**NEXT MEETING:**

The Board set the next monthly meeting for Wednesday, October 26, 2022, at 6:00 p.m., at House #4.

**EXECUTIVE SESSION:**


Chairperson Ruzicka motioned to enter into a closed session with closed vote and closed record for the purpose of approval of the Executive Session Minutes from 8/24/2022 and personnel pursuant to Section 610.021 of the Revised Statutes of Missouri. Secretary Day 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 7:43 p.m.

The Board returned to open session at 9:02

**ADJOURNMENT:**

There being no further business to come before the Board, Chairperson Ruzicka motioned to adjourn. Secretary Day seconded. A vote was taken, and the motion passed unanimously, 6 to 0, at 9:02 p.m.

 for the Secretary of the Board  
~~Jeremy Day, Secretary of the Board~~  
Chief

Board approved, signed, and sealed on this date: 10/26/2022

