

**The Minutes of the 527th Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
September 22, 2021**

PUBLIC HEARING:

A Public Hearing was held on Wednesday, September 22, 2021. Chairperson Ruzicka called the hearing to order at 6:01 p.m. at Rock Township Ambulance District House #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 Christy Gay, Director Tara Mueller, Chief Jerry Appleton, Deputy Chief Sheila Buchheit, Deputy Chief Josh Hemmelman, Office Manager Jennifer Ello, Mr. Mark Bishop, Legal Counsel for the District, and Mr. Rick Rognan, Treasurer for the District, were all present. Director Lindsay Sleet participated remotely by audio.

PLEDGE OF ALLEGIANCE:

The group recited the Pledge of Allegiance.

Discussion – Mr. Rognan explained the supporting documents regarding Resolution #2021-04, setting the 2021 tax rate. There is an 11.31% increase in the District's assessed valuation, with a 13.80% increase in New Construction. After applying the sales tax rollback of \$0.0165, the resulting general tax rate is \$0.1090, plus the debt service tax rate of \$0.1000, for a total tax rate for 2021 of \$0.2090 per one-hundred dollars (\$100.00) assessed valuation. Based on the total Assessed Valuation of \$1,499,849,171.00, the anticipated tax revenue for the 2022 Budget Year is \$3,134,685.00.

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

Chairperson Ruzicka closed the Public Hearing at 6:12 p.m.

OPEN MEETING:

The 527th regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Lynne Ruzicka at 6:12 p.m. on Wednesday, September 22, 2021. The meeting was conducted at House #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 Christy Gay, Director Tara Mueller, Chief Jerry Appleton, Deputy Chief Sheila Buchheit, Deputy Chief Josh Hemmelman, Office Manager Jennifer Ello, Mr. Mark Bishop, Legal Counsel for the District, and Mr. Rick Rognan, Treasurer for the District, were all present. Director Lindsay Sleet participated remotely by audio.

VISITORS AND GUESTS:

Acknowledgement – Chairperson Ruzicka welcomed everyone.

Public Comments – There were none.

Resolution Number 2021-04 – Vice-Chairman Paul motioned to adopt Resolution Number 2021-04 (setting the 2021 tax at \$0.2090 and all future collections at 100% reimbursement). 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 Gay, "Yes."; and Director Mueller, "Yes." The motion passed unanimously, 5 to 0.

Vice-Chairman Paul made a motion to enter into a closed session, with closed vote and closed record for the purpose of approval of the last two Executive Session Minutes, and to discuss personnel and the possible sale of real estate pursuant to Section 610.021 of the Revised Statutes of Missouri. Director Gay seconded the motion.

There being no discussion, a roll call vote was taken as follows: Chairperson Ruzicka, "Yes."; Vice-Chairman Paul, "Yes."; Secretary Day, "Yes."; Director Gay, "Yes."; and Director Mueller, "Yes." The motion passed unanimously, 5 to 0.

The Board left open session at 6:15 p.m.

The Board returned to open session at 6:38 p.m.

MINUTES:

Approval of the 526th Meeting Minutes from August 25, 2021 -Vice-Chairman Paul motioned to approve the meeting minutes as presented. Director Gay seconded.

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

Approval of the Special Meeting Minutes from September 13, 2021 -Vice-Chairman Paul motioned to approve the meeting minutes as presented. Secretary Gay seconded.

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

FINANCIALS:

August 2021 Treasurer's Report - Mr. Rognan reviewed the August financial report. Revenues and Expenses were reviewed. He reported that the District is 2.35% over budget at the end of August. The group had a short discussion regarding the Wayfair tax.

Vice-Chairman Paul 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.

Cancelation Report Summary - The Directors reviewed the detailed report which represented September assignments to the collection agency by EMS/MC. There were 145 accounts, from 2020 and 2021, totaling \$88,045.31.

Director Mueller motioned to approve the Cancelation Report Summary. Director Gay 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:

He welcomed Deputy Chief Buchheit back.

The District is coordinating with, and assisting St. Louis County Health Department, by administering Covid-19 vaccines.

The District's Outreach (P.R.) is doing a lot and getting out in the public. There have been several events occurring each week.

The District's health insurance is up for renewal and an employee census is being completed.

House #1 landscaping is being finalized. An open house will occur in mid-October.

House #2 should be ready for a punch list next week and then occupancy.

The group had a brief discussion regarding a complaint about storm water runoff.

Review Completed Patient Surveys – The Directors reviewed a Patient Survey that was returned.

Union Business-Shop Steward, Ashley Denman – The union had nothing to present.

OLD BUSINESS:

None

NEW BUSINESS:

Square Payment Processing for Education – Chief Appleton reported that the District is doing more training than ever and Mr. Rognan suggested using Square to process credit card payments. The District is recommending charging the 3% bank fee to the student. Mr. Bishop has reviewed the subject and has no concerns. A brief discussion occurred.

Secretary Day made a motion to authorize Chief Appleton to enter into an agreement with Square and to charge credit card users the 3% transaction fee. Vice-Chairman Paul seconded.

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

Part Time Pay Scale – Chief Appleton stated that to keep up to date with industry standards, other Districts, and private services, he is suggesting an increase in the hourly rate of pay for part-time employees and possibly offering paid time off to those who commit to twelve-hour shifts. Discussion ensued.

The Board requested that Chief Appleton prepare a proposal to present to the Board at the October meeting.

Payment of Time Off due to Covid-19 – Chief Appleton informed the Directors that during the first round of Covid-19 employee absences, the District was mandated to pay the employee. Then, the mandate was to file workers' compensation. The mandates have now ended. The District has had three employees out recently and they used their paid time off. He is inquiring if the Board would like to extend the courtesy of paying employees' wages while they are out due to Covid through the end of the year. Discussion ensued.

Vice-Chairman Paul made a motion to authorize the District to pay employees' wages for Covid-19 absences. Director Mueller seconded.

There being no further discussion, a vote was taken, and the motion 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, six (6) years; Ms. Stephanie Franklin, Paramedic, twenty-three (23) years; and Mr. Jerry Kister, Paramedic, twenty-four (24) years.

There were no Part-Time anniversaries in July.

Chief Appleton also commended Mr. Nick Farrel for attending a conference in Kansas City as the District's Chaplain.

CLOSING COMMENTS:

Director Mueller commented on the nice weather and encouraged everyone to get out and enjoy it.

Secretary Day said that it was great to see everyone out at Arnold Days and he enjoyed the parade.

Vice-Chairman Paul agreed that it was great to see everyone at Arnold Days and thanked everyone.

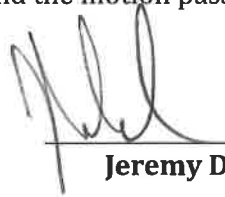
Director Gay welcomed Deputy Chief Buchheit back and told her it was great to see her.

NEXT MEETING:

The Board set the next regular monthly meeting for Wednesday, October 27, 2021, at 6:00 p.m., at House #4.

ADJOURNMENT:

There being no further business to come before the Board, Secretary Day motioned to adjourn. Vice-Chairman Paul seconded. A vote was taken, and the motion passed unanimously, 6 to 0, at 7:21 p.m.

 , chief for the Secretary
Jeremy Day - Secretary of the Board

Board approved, signed, and sealed on: 10/27/2021

