

**The Minutes of the 503rd Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
September 25, 2019**

PUBLIC HEARING:

A Public Hearing was held on Wednesday, September 25, 2019. Chairman Paul called the hearing to order at 6:00 p.m. at Rock Township Ambulance District House #4.

ROLL CALL:

Directors and Administrative Personnel – Secretary Cathy Wooldridge conducted a roll call of those in attendance. In addition to herself, Chairman Mark Paul, Vice-Chairperson Lynne Ruzicka, 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. Mark Bishop, Legal Counsel for the District, were present. Mr. Rick Rognan, Treasurer for the District, participated in the hearing by telephone.

Discussion - Mr. Rognan explained the supporting documents regarding the setting of the 2019 tax rate. There was a 4.49% increase in the District's assessed valuation. After applying the sales tax rollback of \$0.0853, the resulting general tax rate is \$0.1148, plus the debt service tax rate of \$0.10, for a total tax rate for 2019 of \$0.2148 per one-hundred dollars (\$100.00) assessed valuation. Based on the total Assessed Valuation of \$1,319,283,091.00, the anticipated tax revenue for the 2020 Budget Year is \$2,833,819.00.

Chairman Paul requested comments from those present. There were none.

Resolution Number 2019-06 – Secretary Wooldridge motioned to adopt Resolution Number 2019-06 (setting the 2019 tax rate at \$0.2148 and all future collections 100% reimbursement). Director Ott seconded.

There being no discussion, a roll call vote was taken as follows: Chairman Paul, "Yes."; Vice-Chairperson Ruzicka, "Yes."; Secretary Wooldridge, "Yes."; Director Gay, "Yes."; Director Ott, "Yes."; and Director Horn, "No." The motion passed by majority.

Chairman Paul closed the Public Hearing at 6:10 p.m.

OPEN MEETING:

The 503rd regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairman Paul at 6:10 p.m. on Wednesday, September 25, 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, Vice-Chairperson Lynne Ruzicka, 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. Mark Bishop, Legal Counsel for the District, were present. Mr. Rick Rognan, Treasurer for the District, participated in the meeting by telephone.

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 502nd Meeting Minutes from August 28, 2019 – Director Gay motioned to approve the minutes as presented. Secretary Wooldridge seconded.

There being no discussion, a vote was taken, and the motion passed by majority, 4 to 2, with Director Ott abstaining, and Director Horn voting, "No."

FINANCIALS:

August 2019 Treasurer's Report – Mr. Rognan, Treasurer for the District, reported that the District is about 1.24% over budget, or approximately \$87,000.00. He then proceeded to review the year to date revenues and expenditures.

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

There being no discussion, a vote was taken, and the motion passed by majority, 5 to 1, with Director Horn voting, "No."

Cancellation Report Summary – The Directors reviewed the report which represented August assignments. There were 172 accounts, from 2017, 2018, and 2019, that were assigned to the collection agency totaling \$91,061.88. The Directors reviewed the detailed report. Discussion occurred.

Director Gay motioned to approve the Cancellation Report Summary. Director Ott seconded.

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

COMMUNICATIONS:

Chief's Comments – Chief Appleton reported the following:

All three of the ambulances that were sold on the Purple Wave auction site have been taken by their new owners and insurance has been canceled as well.

The District is completing recertification for pediatric training.

Upgrades are being made to computer software and hardware per the bond planning.

Union negotiations have begun. The union has requested a meeting on October 17th.

Custom Insurance Services has begun obtaining insurance quotes for 2020.

The District was able to report no major incidents during the Arnold Days event.

The crews will be wearing pink during the month of October in support of Breast Cancer Awareness.

The Jefferson County Municipal League will begin holding their monthly meetings at House #4 in January.

COMMUNICATIONS:

Review Completed Patient Surveys – There were none.

Union Business-Shop Steward, Ron Lipp – He had no business to discuss.

OLD BUSINESS:

Ambulance Purchase (2020) – Chief Appleton reported that Pinnacle Emergency Vehicles was able to quote two (2) new 2019 Demers ambulances for the same price as last year, with no increase at all. Delivery will be in January. Discussion ensued regarding the SAVIC contract and how bids are already obtained.

Vice-Chairperson Ruzicka made a motion to purchase two (2) 2019 Demers ambulances for \$404,779.92. Director Ott seconded.

There being no further discussion, a vote was taken, and the motion passed by majority, 5 to 1, with Director Horn voting "No."

NEW BUSINESS:

Future Sales of District Vehicles (Purple Wave Auctions) – Chief Appleton would like to place another ambulance for sale on the Purple Wave auction site due to the success of the last sales. Discussion occurred. The ambulance that is ready to be sold is a 2009 Chevrolet.

Secretary Wooldridge made a motion to allow the Chief to place the ambulance for sale with Purple Wave Auction site. Director Gay seconded.

There being no further discussion, a vote was taken, and the motion passed by majority, 5 to 1, with Director Horn voting “No.”

Bond Compliance: “Post-Issuance Tax Compliance Services Proposal” and “Disclosure Compliance Services Proposal” – Chief Appleton explained that he and Ms. Ello met with Ms. Shannon Creighton of Gilmore & Bell last month. The District must adhere to stringent legal obligations with regard to reporting for the bond issuance. As such, they are recommending retaining the services of Gilmore & Bell to accomplish all needed auditing and compliance reporting. Discussion ensued.

Secretary Wooldridge made a motion authorizing the Chief to execute the necessary documents to retain Gilmore & Bell for Post-Issuance Tax Compliance services and for Disclosure Compliance services. Vice-Chairperson Ruzicka seconded.

There being no further discussion, a vote was taken, and the motion passed by majority, 5 to 1, with Director Horn voting “No.”

House #3 Roof Replacement (Bids) – Chief Appleton reported that problems were seen prior to the bond passage and were anticipated. The roof is leaking severely and needs to be replaced. Bids were obtained from three companies (Altmann Roofing and Construction, John Beal, and Samaritans Roofing and Exteriors). Administration is recommending Samaritans. Director Horn specifically inquired about ambulance manufacturers in the State of Missouri. Discussion occurred.

Vice-Chairperson Ruzicka made a motion authorizing Chief Appleton to accept the low bid of \$10,573.21 from Samaritans Roofing and Exteriors. Director Gay seconded.

There being no further discussion, a vote was taken, and the motion passed by majority, 5 to 1, with Director Horn voting “No.”

FGM Design Services Agreement – Chief Appleton reminded the Directors that the District had entered into the first of two agreements with FGM. The first was for Master Planning. The second agreement, for the design phase, is now needed. Mr. Jarrod Joggerst, of FGM, explained the design phase of both the Arnold project and the Fenton project. Discussion ensued.

Chairman Paul made a motion authorizing Chief Appleton to enter into an agreement with FGM pending legal counsel’s review of the agreement. Director Ott seconded.

There being no further discussion, a vote was taken, and the motion passed by majority, 5 to 1, with Director Horn voting “No.”

GOOD AND WELFARE:

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

There were no Part-Time service anniversaries in September.

Full-Time service anniversaries in September: Mr. Alex Wilson, Paramedic, four (4) years; Ms. Stephanie Franklin, Paramedic, twenty-one (21) years; Mr. Jerry Kister, Paramedic, twenty-seven (27) years; and Mr. Chris Bullock, Paramedic, thirty (30) years.

Chief Appleton informed the Board that former Chief, Margie Sammons, has requested her old District helmet. Discussion occurred. The Directors were in agreement to give Ms. Sammons the helmet.

CLOSING COMMENTS:

Chairman Paul notified administration that the Directors nametags were misspelled.

Direct Horn inquired about the trees located next to House #3 and whether the roof for H#3 would be paid with bond money. Chief Appleton replied that the roof is capital improvements and will be paid with bond money. Discussion ensued.

Chairman Paul wanted verification that the Agenda is being posted on the District’s website. Chief Appleton confirmed that it is.

NEXT MEETING:

The next regular monthly meeting was set for Wednesday, October 23, 2019, at 6:00 p.m. at House #4.

EXECUTIVE SESSION:

Vice-Chairperson Ruzicka 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 August 28, 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."; Vice-Chairperson Ruzicka, "Yes."; Secretary Wooldridge, "Yes."; Director Gay, "Yes."; Director Ott, "Yes."; and Director Horn, "Yes." The motion passed unanimously.

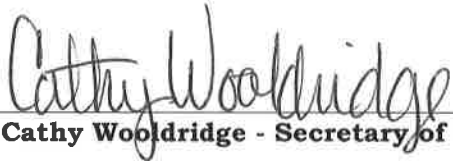
The Board left open session at 7:04 p.m.

The Board returned to open session at 7:42 p.m.

ADJOURNMENT:

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

A vote was taken, and the motion passed unanimously at 7:43 p.m.


Cathy Wooldridge - Secretary of the Board



Board approved, signed, and sealed on:

10/23/2019