

**The Minutes of the 551st Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
September 27, 2023**

OPEN MEETING:

The 551st regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Vice-Chairperson Jeremy Day at 6:03 p.m. on Wednesday, September 27, 2023. The meeting was conducted at Station 4.

ROLL CALL:

Directors and Administrative Personnel – Secretary Tara Mueller conducted a roll call of those in attendance. In addition to herself, Vice-Chairperson Jeremy Day, Director Mark Paul, Director Andrew West, Director Mandy Dockery, Chief Jerry Appleton, Deputy Chief Sheila Buchheit, Deputy Chief Josh Hemmelman, Chief Training Officer Corey Golec, Office Manager Jennifer Ello, Mr. Mark Bishop, Legal Counsel for the District, and Mr. Rick Rognan, Treasurer for the District, were present. Chairperson Lynne Ruzicka was not expected to attend.

Vice-Chairperson Day made a motion to excuse Chairperson Ruzicka from the meeting. Secretary Mueller seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

PLEDGE OF ALLEGIANCE:

The group recited the Pledge of Allegiance.

OPEN PUBLIC HEARING:

Vice-Chairperson Day called to order a Public Hearing at 6:04 p.m.

ROLL CALL:

Directors and Administrative Personnel – Secretary Tara Mueller conducted a roll call of those in attendance. In addition to herself, Vice-Chairperson Jeremy Day, Director Mark Paul, Director Andrew West, Director Mandy Dockery, Chief Jerry Appleton, Deputy Chief Sheila Buchheit, Deputy Chief Josh Hemmelman, Chief Training Officer Corey Golec, Office Manager Jennifer Ello, Mr. Mark Bishop, Legal Counsel for the District, and Mr. Rick Rognan, Treasurer for the District, were present.

Discussion of Resolution 2023-05 Setting the 2023 Tax Rate – Mr. Rognan explained the supporting documents regarding Resolution 2023-05, setting the tax rate for 2023. He reviewed the post Board of Equalization figures from the Jefferson County Clerk and the calculations used for determining the proposed tax rates. Major points to note are: assessments increased 7.29%, the CPI is 6.50%, the \$.0846 roll back of property taxes due to sales tax revenue receipts, and the voluntary additional reduction of \$.0083, resulting in a tax rate of \$0.10 for general property tax and \$0.10 for Debt Service, for a total of \$0.20 per one-hundred dollars (\$100.00) of assessed valuation.

Vice-Chairman Day requested comments from those present several times. There were no comments from anyone.

Vice-Chairman Day made a motion to close the Public Hearing. Secretary Mueller seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

The Board returned to the regular meeting at 6:16 p.m.

VISITORS AND GUESTS:

Acknowledgement – None were acknowledged.

Public Comments – There were none.

MINUTES:

Approval of the 550th Meeting Minutes from August 23, 2023 – Director Paul motioned to approve the meeting minutes as presented. Director West seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 4 to 0, with Director Dockery abstaining.

FINANCIALS:

August 2023 Treasurer's Report – Mr. Rognan reported on the August year-to-date financials. The District is 2.42% over budget, approximately \$214,000.00. A refund is expected from the GEMT Program. He then reviewed the income and expenditures through the end of August.

Director West motioned to approve the Treasurer's Report, to pay all bills, and to approve all payroll expenditures. Director Paul seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

September Cancellation Report Summary – The Directors reviewed the detailed report which represented September assignments to the collection agency by EMS/MC. There were 121 accounts, from 2021, 2022, and 2023, totaling \$66,385.39.

COMMUNICATIONS:

Chief's Comments – Chief Appleton reported the following:

He attended a GEMT Provider Training and reported that the program is scheduled to end next year.

A brief review of the expected \$132,000.00 refund from GEMT was provided to the Board.

Chief Appleton, Deputy Chief Buchheit, and Ms. Ello met with Ms. Joy Howard of WM Financial Strategies to review the bond market and the District's Capital Projects progress. The group will meet again next year to review timing for the third bond issuance.

Chief Appleton along with other fire, EMS, and dispatching leaders, attended a meeting hosted by the City of Arnold. The city is intending to form a Public Safety Committee.

The District is in the process of reviewing our property and casualty insurance.

The Building and Construction Committee has been reviewing the Construction Manager at Risk RFQs and RFPs. Chief Appleton thanked Deputy Chief Buchheit for her assistance and everyone else that has been present at those meetings.

Collective bargaining will begin this evening.

There have been several events, Arnold Days, etc., that have occurred and thanks were extended to members of administration for stepping up. October will be another busy month for public events including the Apple Butter Festival.

Chief Appleton suggested closing the Covid Expense account with FEMA and requested the Board to approve this. All agreed. The FEMA account will be closed.

Review Completed Patient Surveys – There were no patient surveys to review.

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

OLD BUSINESS:

Policy 3.8 Substance Abuse - Update – Chief Appleton reported that the policy, as presented, meets the expectations of the shop and Mr. Bishop has also reviewed it. If adopted, it will be the first such policy in the area. The other surrounding ambulance districts have not yet updated their policies. A group discussion ensued.

Director Paul made a motion to adopt Policy 3.8b Substance Abuse. Director West seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

Policy 4.17 Patient Safety Organization - Update – Chief Appleton reported that no changes were made to the policy since last month, only the revision marks have been removed. There are no changes to operations.

Director West motioned to adopt Policy 4.17b Patient Safety Organization. Vice-Chairperson Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

NEW BUSINESS:

Resolution 2023-05: Setting the 2023 Tax Rate – Vice-Chairman Day made a motion to adopt Resolution 2023-05 Setting the 2023 Tax Rate. Secretary Mueller seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

Additional Item – It was noted that the September Cancellation Report Summary had not been approved. Director Paul motioned to approve the Cancellation Report Summary. Director West seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

Medical Gas Proposals – Chief Appleton explained the difficulties in getting nitrous tanks filled. Deputy Chiefs Buchheit and Hemmelman procured bids for the service. The tabulation document was provided to the Directors showing pricing and logistics for four companies: Ozarc Gas, Air Gas, Helget Gas, and Purair. A group discussion ensued. Leadership is recommending Purair due to better turn-around time and pricing. Mr. Bishop had reviewed Purair’s contract and found no issues with it.

Director Paul made a motion to enter into an agreement with Purair and authorizing Chief Appleton to execute all necessary documents. Vice-Chairman Day seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

Construction Manager at Risk (CMAR) – Chief Appleton reported that we received two very qualified applicants—equally qualified. The committee is recommending Brockmiller for the CMAR. Mr. Colin Rogers, President of Brockmiller Construction, was present at the meeting and answered several questions the Directors had. He also explained the beneficial differences in having a CMAR versus a general contractor and the fee matrix.

Chief Appleton reminded the Board that services by the CMAR will be used for the construction of Station 5 and the remodel of both Station 3 & Station 4. Each will be a separate project and bid though.

Director West motioned to accept the proposal from Brockmiller Construction for CMAR and to authorize Chief Appleton to execute all necessary documents. Director Paul seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

GOOD AND WELFARE:

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

Mr. Nick Farrel, Paramedic, twenty-eight (28) years.

CLOSING COMMENTS:

Director Paul said thanks to everyone who works so hard for the District.

Vice-Chairman Day stated that the sheriff commended working with the District for the Station 5 project.

Secretary Mueller said, regarding contract negotiations, she thinks its important to support our workforce.

NEXT MEETING:

The Board set the next meeting date for Wednesday, October 25, 2023, at 6:00 p.m., at Station 4.

EXECUTIVE SESSION:

Vice-Chairman Day motioned to enter into a closed session with closed vote and closed record for the purpose of approval of the Executive Session Minutes from 5/24/2023 and to review labor contract negotiations pursuant to Section 610.021 of the Revised Statutes of Missouri. Director Paul seconded. There being no discussion, a roll call vote was taken as follows: Vice-Chairman Day, “Yes.”; Secretary Mueller, “Yes.”; Director Paul, “Yes.”; Director West, “Yes.”; and Director Dockery, “Yes.” The motion passed unanimously, 5 to 0.

The Board left open session at 7:05 p.m.

The Board returned to open session at 7:45 p.m.

ADJOURNMENT:

There being no further business to come before the Board, a motion was made, and seconded, to adjourn. A vote was taken, and the motion passed unanimously, 5 to 0, at 7:45 p.m.


for Tara Mueller - Secretary of the Board *Jeremy Day*

Board approved, signed, and sealed on this date: 10-25-23

