



Pettis County Ambulance District

Regular Meeting Minutes

Meeting Type: Regular Meeting
Location: 400 S. Kentucky
Sedalia, MO 65301
Date: 4-09-2024
Time: 1800

- I. **Call to Order:** Meeting was called to order by Chair-Nick Gerke at 1800.
 - a. **Roll Call-** Board Members Present: Steve Davis – Treasurer, Nick Gerke-Chair, Kim Graves, John Nail – Secretary, Kevin Walker. PCAD Staff Present- EMS Chief Roy Pennington, EMS Assistant Chief Florian Hammer, CFO Jamie Luebbering, Administrative Assistant Katie Patrick, Ryan Newsom – IT, Dr. David Gustafson – Medical Director, Battalion Chief - Eric Meyers, Captain - John Fluty. Non PCAD staff present: District 3 board elect Jim Sneed, Pettis County Clerk Nick La Strada, Faith Bemiss-McKinney – Sedalia Democrat.

Absent: Mike Brown – Vice Chair.
 - b. **Pledge of Allegiance / Moment of Silence**
 - c. **Motion to approve the agenda:** Motion by John Nail to approve the agenda. Motion carried 5-0.
 - d. **Confirm the previous meeting minutes:** The previous meeting minutes stand approved as presented.
- II. **Announce Visitors:** Nick Gerke announced Faith Bemiss-McKinney and Nick La Strada.

Eric West – District 6 board elect arrived at the meeting at 1801.
- III. **Public Comment:** None.
- IV. **Reports of Officers:**
 - a. **EMS Chief Report:** EMS Chief Roy Pennington presented his report.
 - b. **CFO Report:** CFO Jamie Luebbering presented her report.
 - c. **Approve Payment of Outstanding Bills:** Motion by Steve Davis to approve the payment of the outstanding bills in the amount of \$159,277.75. Motion carried 5-0.
- V. **Unfinished Business:**
 - a. **Station 3 Sign:** Motion by Kim Graves to approve the purchase of two Option 3 signs to be placed in the location of the future Station 3. Motion carried 5-0.
 - b. **Gov Deals Update:** Administrative Assistant Katie Patrick updated the board on items listed for sale on GovDeals. The board agreed to re-list the unsold items on GovDeals.
- VI. **Election Results & Actions:**
 - a. **Election Results:** Motion by John Nail to accept the election results. Motion carried 5-0.
- VII. **Adjournment of the Outgoing Board:** Motion by John Nail to adjourn the outgoing board. Motion carried 5-0.
- VIII. **Call to Order of Incoming Board:** Meeting was called to order by Chair- Nick Gerke at 1816.
 - a. **Oath of Office:** Pettis County Clerk Nick La Strada swore Jim Sneed and Eric West into the PCAD board.
 - **Attendees:** Board Members Present: Nicholas Gerke, Kim Graves, John Nail, Jim Sneed, Kevin Walker, Eric West. PCAD Staff Present: EMS Chief Roy Pennington, EMS Assistant Chief Florian Hammer, CFO Jamie Luebbering, Administrative Assistant Katie Patrick, Ryan Newsom – IT, Dr. David Gustafson – Medical Director, Battalion Chief Eric Meyers, Captain John Fluty. Non PCAD present: Faith Bemiss-McKinney – Sedalia Democrat.
 - b. **Board Office Elections and Resolution 2024-02 Appointment of Officers:**
 1. **Chair** – Nick Gerke requested nominations for Office of Chair, John Nail nominated Nick Gerke. Vote successful 6-0.
 2. **Vice Chair** – Nick Gerke requested nominations for Office of Vice Chair, Kevin Walker nominated Kim Graves. Vote successful 6-0.
 3. **Treasurer** – Nick Gerke requested nominations for Office of Treasurer, John Nail nominated Eric West. Vote successful 6-0.
 4. **Secretary** – Nick Gerke requested nominations for Office of Secretary, Kim Graves nominated John Nail. Vote successful 6-0.
 5. **Budget Officer** – Nick Gerke requested nominations for Budget Officer, John Nail nominated Jamie Luebbering. Vote successful 6-0.
 6. **Custodian of Records** – Nick Gerke requested nominations for Custodian of Records, John Nail nominated Katie Patrick. Vote successful 6-0.
 - c. **Ordinance 2024-01 Conflict of Interest Policy:** Motion by John Nail to accept Ordinance 2024-01 Conflict of Interest Policy. Motion carried 6-0. Roll Call Vote: Gerke-Y, Graves-Y, Nail-Y, Sneed-Y, Walker-Y, West-Y.
- IX. **Resolutions**
 - a. **Resolution 2024-03 Authorize Officer to Sign Certain Bank Documents and Checks:** Motion by John Nail to accept Resolution 2024-03 Authorize Officer to Sign Certain Bank Documents and Checks. Motion carried 6-0.
 - b. **Resolution 2024-04 Authorize Officers to View Electronic Bank Records:** Motion by John Nail to accept Resolution 2024-04 Authorize Officers to View Electronic Bank Records. Motion carried 6-0.
 - c. **Resolution 2024-05 Authorize Officers to Access Safety Deposit Box:** Motion by John Nail to accept Resolution 2024-

05 Authorize Officers to Access Safety Deposit Box. Motion carried 6-0.

X. New Business: None.

XI. Closed Meeting pursuant to RSMo 610.021, Section;

Motion by Kim Graves to enter a closed session pursuant to RSMo. 610.021, Section;

(2) Leasing purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor.

Roll Call Vote: Gerke-Y, Graves-Y, Nail-Y, Sneed-Y, Walker-Y, West-Y. Motion carried 6-0. Meeting moved to a closed session at 1830.

Open session resumed at 1852.

XII. Announcements: None.

XIII. Adjournment: Motion by John Nail to adjourn the meeting, motion carried 6-0. Meeting was adjourned at 1852 hours.

The next regular meeting is scheduled for April 23, 2024, at 1800. This meeting will be held at the PCAD Educational Building, 400 S. Kentucky St. Sedalia Mo. 65301.

X

Nick Gerke

Chairman

Submitted by Katie Patrick- Administrative Assistant/ Board Rapporteur