



Pettis County Ambulance District

Regular Meeting Minutes

Meeting Type: Regular Meeting
Location: 400 S. Kentucky
Sedalia, MO 65301
Date: 04-13-2021
Time: 1800

- I. **Call to Order:** Meeting was called to order by Chair-Nick Gerke at 1800.
 - a. **Roll Call-** Board Members Present: Mike Brown- Vice Chair, Adam Cox, John Fritz-Treasurer, Nick Gerke-Chair, John Meehan. PCAD Staff Present- Eric Dirck-EMS Chief, Ryan Newsom-IT, Katie Patrick, Jamie Luebbering- CFO, Dr. Gustafson- Medical Director. By video: Roy Pennington- Assistant Chief. Board Elect Steven Davis, Nick La Strada- Pettis County Clerk.
 - b. **Motion to approve the agenda:** Motion by John Fritz to approve the Agenda. Motion carried 5-0.
 - c. **Confirm the previous meeting minutes:** John Meehan corrected Item 4b on the 03-23-2021 Regular Meeting minutes, stating John Fritz requested Secretary Nail read aloud the Attorney's report. Minute's stand as presented with this correction.
- II. **Public Comment:** None.
- III. **Reports of Officers:**
 - a. **EMS Chief Report:** EMS Chief Dirck presented his report and requested the PCAD employee who became a Paramedic be presented at the next board meeting.
 - b. **CFO Report:** CFO Luebbering presented her report and John Meehan requested the Public packet be posted before each meeting.
 - c. **Approve Payment of Outstanding Bills:** Motion by John Fritz to approve the payment of the outstanding bills in the amount of \$89,383.13, motion carried 5-0.
 - d. **Medical Director Report:** Dr. Gustafson presented his report.
- IV. **Unfinished Business:**
 - a. **Approve Purchase of Tables:** Motion by John Fritz to approve the purchase of the tables. Motion carried 5-0.
 - b. **Bay Windows Replacements:** John Fritz requested it be tabled to the next meeting.
- V. **Election Results & Actions**
 - a. **Election Results:** Motion by John Fritz to accept the election results. Motion carried 5-0.
- VI. **Adjournment of the Outgoing Board:** Motion by John Fritz to adjourn the outgoing board. Motion carried 5-0. Meeting was adjourned at 1837.

John Meehan left the meeting at 1837.
- VII. **Call to Order of Incoming Board:**
 - a. **Oath of Office:** Nick La Strada swore Michael Brown and Steven Davis in to the PCAD Board.

Nick La Strada left the meeting at 1844.

 - **People Present:** Board Members Present: Mike Brown, Adam Cox, John Fritz, Nick Gerke, Steven Davis. PCAD Staff Present: Eric Dirck- EMS Chief, Ryan Newsom-IT, Katie Patrick-Administrative Assistant, Jamie Luebbering-CFO, Dr. Gustafson- Medical Director. By Video: Roy Pennington-Assistant Chief.
 - b. **Board Officer Elections and Resolution 2021-01 Appointment of Officers:** Motion by John Fritz to consider current slate of officers remain the same with their current roles. Motion carried 5-0.
 1. Chair- Nick Gerke
 2. Vice Chair- Michael Brown
 3. Treasurer- John Fritz
 4. Secretary- John Nail
 5. Budget Officer- Jamie Luebbering-CFO
 6. Custodian of Records- Ryan Newsom-IT
 - c. **Ordinance 2021-01 Conflict of Interest Policy:** Motion by John Fritz to approve Ordinance 2021-01 Conflict of Interest Policy and arrange a notary to sign the document. Motion carried 5-0.
- VIII. **Resolutions**
 - a. **Resolution 2021-02 Authorize Officer to Sign Certain Bank Documents and Checks:** John Fritz made a Point of Order asking Jamie Luebbering if there are no changes in officer positions, and nothing must be changed at the bank, does the board move the Resolutions forward with the names from previous Resolutions. Following the Point of Order, John Fritz made a motion to approve Resolution 2021-02. Motion carried 5-0.
 - b. **Resolution 2021-03 Authorized Officers to View Electronic Bank Records:** Motion by John Fritz to approve Resolution 2021-03. Motion carried 5-0.
 - c. **Resolution 2021-04 Authorized Officers to Access Safety Deposit Box:** Motion by John Fritz to approve Resolution 2021-04. Motion carried 5-0.

IX. New Business: None.

X. Recess: The board took a short recess.

Tina Luper joined the meeting at 1854.

XI. Closed Meeting Pursuant to RSMo 610.021

Motion by John Fritz to enter a closed session pursuant to RSMo. 610.021, Sections

(1) Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

(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. However, any minutes, vote or public record approving a contract relating to the leasing, purchase or sale of real estate by a public governmental body shall be made public upon execution of the lease, purchase or sale of the real estate

Roll Call Vote: Brown-Y, Cox-Y, Fritz-Y, Gerke-Y, Davis-Y, Nail-Absent, motion carried 5-0. Meeting moved to closed session at 1856.

Open Session resumed at 2007.

XII. Announcements: John Fritz announced he heard on KDRO that our former board member, John Meehan, would be at the Pachyderm Club to tell everyone about the Pettis County Ambulance District Friday April 16, 2021, and encouraged people to attend. Nick Gerke informed the board members that Katie Patrick puts the board packets together and mails them out, and that the Wednesday prior to the board meeting, if any members have anything to add to the agenda, to get that information to her with a reason why, so it can be added to the Agenda.

XIII. Adjournment: Motion by John Fritz to adjourn the meeting, motion carried 5-0. Meeting was adjourned at 2008.

The next regular meeting is scheduled for April 27, 2021 at 1800. This meeting will be held at the PCAD Educational Building, 400 S. Kentucky St. Sedalia Mo. 65301.

X

John Nail
Secretary

Submitted by Katie Patrick- Administrative Assistant/ Board Custodian of Records