

Board Minutes
Of the Pettis County Ambulance District
April 11, 2017

1. The meeting was called to order by Greg Nehring, Chairman at 6:15 PM. The following Board Members were present: Allan Rohrbach, Les Harrell, Mike Layton, Greg Nehring, Jim Bales, and Dave Clippert. Also present were Eric Dirck Interim District Administrator, Emily Jarrett PCAD Public Relations, Roy Pennington Shift Supervisor, and Ryan Newsom PCAD IT. Tim Padgett was also present.
2. **Visitors.** No comments from visitors.
3. **Amending the Agenda.** Allan Rohrbach suggested that five items be added to the agenda. The items added with no objections from the Board were Forensic Audit Bids, Insurance Claims, Credit Card for the Interim Administrator, Building Loan Extension Agreement with Central Bank of Sedalia, and Lawn Mowing Bids.
4. **March 28, 2017 Board Minutes, March 29, 2017 Board and Closed Meeting Minutes, and the April 4, 2017 Board and Closed Meeting Minutes.** Dave Clippert made and Les Harrell seconded a motion to approve the March 28, 2017 Board Minutes, March 29, 2017 Board and Closed Meeting Minutes, and April 4, 2017 Board and Closed Meeting Minutes as presented. Motion carried (6-0).
5. **Treasurer's Report.** Jim Bales presented the Treasurer Report for April 11, 2017. Bales presented a list checks to be paid (Check no. 4001 to 4029) and payroll totaling \$127,652.05. **I.** Allan Rohrbach made and Mike Layton seconded a motion to pay the bills as presented. Motion carried (6-0). **II.** Allan Rohrbach made and Dave Clippert seconded a motion to allow Jim Bales online view only access to all bank accounts and statements at Central Bank of Sedalia. Motion carried (6-0). **III.** Mike Layton made and Les Harrell seconded a motion authorize Jim Bales to be the reporting agent for the PCAD on all state and federal payroll tax forms by signing Form 8655. Motion carried (6-0)
6. **Administrator Report.** Eric Dirck gave a report on district activities since the last Board meeting. Dirck reported 1,892 runs for Pettis County and 352 runs for the Windsor Station since January 1, 2017. The Administrator's Report is attached.
7. **Medical Director Report.** Dr. Gustafson reported that he is very pleased with the work of the new employees recently hire by the district.
8. **Approve Bill No. 17 District 2 & 5 Board Election.** Allan Rohrbach made and Jim Bales seconded a motion to adopt Bill No. 17 as Ordinance No. 17. Roll call vote: Nehring-yes, Clippert-yes, Bales-yes, Rohrbach-yes, Harrell-yes, and Layton yes. Motion carried (6-0). Ordinance 17 is adopted.
9. **Approve Bill No. 18 Conflict of Interest.** Allan Rohrbach made and Mike Layton seconded a motion to adopt Bill No. 18 as Ordinance No. 18. Roll call vote: Nehring-yes, Clippert-yes, Bales-yes, Rohrbach-yes, Harrell-yes, and Layton yes. Motion carried (6-0). Ordinance 18 is adopted.
10. **Board Officer Election.** Allan Rohrbach nominated Greg Nehring for Chairman. Greg Nehring nominated Mike Layton for Vice-Chairman. Allan Rohrbach nominated Jim Bales for Treasurer, and Jim Bales nominated Allan Rohrbach for Secretary. Allan Rohrbach moved and Greg Nehring seconded a motion to elect the slate of officers as nominated. Motion Carried (5-0). Dave Clippert abstained from voting.
11. **Forensic Audit Bid.** Only one bid was submitted. Dave Clippert made and Allan Rohrbach seconded a motion to award the forensic audit for the PCAD to BKD, LLP at a cost of \$9,000 to \$11,000. Motion carried (6-0).

12. **Insurance Claim Application.** Dave Clippert made and Jim Bales seconded a motion to authorize Allan Rohrbach to sign the Continental Western and Zurich/Fidelity insurance claim forms for the PCAD. Motion carried (6-0).
13. **Credit Card for the Interim Administrator.** Greg Nehring made and Mike Layton seconded a motion to get Eric Dirck, the Interim Administrator a bank credit card to only be used for PCAD purchases. Motion carried (6-0).
14. **TT Building Loan.** Allan Rohrbach made and Dave Clippert seconded a motion to approve the building loan for three months on the TT Building with Central Bank of Sedalia. Motion carried (6-0).
15. **Mowing Bids.** Greg Nehring made and Dave Clippert seconded a motion to have Eric Dirck approve the lawn mowing bid for various PCAD properties that represents the best interest of the District. Motion carried (6-0).
16. **New Business.** I. Greg Nehring made and Allan Rohrbach seconded a motion give Jim Bales Power of Attorney to represent the PCAD when filing Division of Employment Security returns. Motion carried (6-0). Dave Clippert presented his letter of resignation effective at 12 midnight April 27, 2017. II. Greg Nehring moved and Mike Layton seconded a motion to except Clippert resignation effective midnight April, 27, 2017. Motion Carried (5-0). Dave Clippert abstained from voting.
17. **Closed Meeting.** Allan Rohrbach made and Les Harrell seconded a motion to go into closed session per RSMo Section 620.21 (1) & (3) Legal action and Hiring, firing, disciplining of particular employees. Roll call vote: Nehring-yes, Clippert-yes, Bales-yes, Rohrbach-yes, Harrell-yes, and Layton yes. Motion carried (6-0). The meeting adjourned to closed session at 7:45 PM.
18. The open meeting reconvened at 8:16 PM.
19. The next Regular Meeting will be Tuesday, April 25, 2017 at 6:00 PM. The meeting will be held at the PCAD Educational Building at Fourth and Kentucky, Sedalia, Missouri.
20. **Adjournment.** Dave Clippert made and Les Harrell seconded a motion to adjourn. Motion carried (6-0). The meeting adjourned at 8:17 PM.

Respectfully submitted,

Allan E. Rohrbach, Secretary

Approved _____

Greg Nehring-Chairman