



# Pettis County Ambulance District

## Regular Meeting Minutes

Meeting Type: Regular Meeting  
Location: 400 S. Kentucky  
Sedalia, MO 65301  
Date: 02-14-2023  
Time: 1800

- I. **Call to Order:** Meeting was called to order by Chair-Nick Gerke at 1800 hours.  
**Roll Call-** Board Members Present: Mike Brown – Vice Chair, Adam Cox, Steve Davis – Treasurer, Nick Gerke-Chair, Kim Graves, John Nail- Secretary. PCAD Staff Present- EMS Chief – Eric Dirck, Jamie Luebbering- CFO, Katie Patrick – Administrative Assistant, Ryan Newsom-IT, Eric Meyers – Battalion Chief.  
  
Non-PCAD present: Faith Bemiss- Sedalia Democrat.
  - a. **Pledge of Allegiance / Moment of Silence**
  - b. **Motion to approve the agenda:** Motion by John Nail to approve the agenda. Motion carried 6-0.
  - c. **Confirm the previous meeting minutes:** The previous meeting minutes stand approved as presented.
- II. **Announce Visitors:**  
Nick Gerke announced Faith Bemiss and PCAD Battalion Chief Eric Meyers.
- III. **Public Comment:** None.
- IV. **Reports of Officers:**
  - a. **EMS Chief Report:** EMS Chief Eric Dirck 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 \$123,991.89. Motion carried 6-0.
- V. **Unfinished Business:**
  - a. **Capital Expense Transfers:** Motion by John Nail to transfer \$438,658.56 to the Ambulance/Vehicle Replacement Fund, \$28,497.14 to the Building Fund, and \$191,785.69 to the Equipment Replacement Fund from the General Checking Account. Motion carried 6-0.
  - b. **Resolution 2023-01: Amending the 2022 Operating Budget:** Motion by John Nail to approve Resolution 2023-01: Amending the 2022 Operating Budget. Motion carried 6-0.
  - c. **Floor Covering Replacement - Headquarters:** Motion by Kim Graves to accept the floor covering replacement bid ad and specs. Motion carried 6-0.
  - d. **Annual Mowing Bid Ad & Specs:** Motion by Kim Graves to accept the mowing bid ad and specs. Motion carried 6-0.
  - e. **Employee Handbook Update:** Motion by John Nail to approve the employee handbook updates. Motion carried 6-0.
  - f. **Disposal of Surplus Office Equipment:** Motion by John Nail to place the surplus office equipment on GovDeals with no reserve. Motion carried 6-0.
- VI. **New Business:** None.
- VII. **Announcements:** Steve Davis thanked PCAD on behalf of his family.
- VIII. **Adjournment:** Motion by John Nail to adjourn the meeting, motion carried 6-0. Meeting was adjourned at 1834 hours.

The next regular meeting is scheduled for February 28, 2023. at 1800 hours. This meeting will be held at the PCAD Educational Building, 400 S. Kentucky St. Sedalia Mo. 65301.

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Nick Gerke  
Chairman

Submitted by Katie Patrick- Administrative Assistant/ Board Rapporteur