



Pettis County Ambulance District

Regular Meeting Minutes

Meeting Type: Regular Meeting
Location: 400 S. Kentucky
Sedalia, MO 65301
Date: 07-11-2023
Time: 1800

- I. **Call to Order:** Meeting was called to order by Chair-Nick Gerke at 1800 at the PCAD Headquarters building, due to a faulty air conditioner at the Education Center causing abundant heat inside the building. A public notice was sent out Tuesday morning to inform of the new location.
Roll Call- Board Members Present: Mike Brown- Vice Chair, Steve Davis – Treasurer, Nick Gerke-Chair, Kim Graves, John Nail- Secretary, Kevin Walker. PCAD Staff Present- EMS Chief Eric Dirck, EMS Assistant Chief – Roy Pennington, CFO – Jamie Luebbering, Katie Patrick – Administrative Assistant, Ryan Newsom- IT.
Non PCAD Present: Faith Bemiss – Sedalia Democrat.
 - a. **Motion to approve the agenda:** Motion by John Nail to approve the agenda dispensing Item Ia. *Pledge of Allegiance / Moment of Silence* from the agenda as there is no American Flag present. Motion carried 6-0.
 - b. **Confirm the previous meeting minutes:** The previous meeting minutes stand approved as presented.
- II. **Announce Visitors:** Faith Bemiss.
- III. **Public Comment:** None.
- IV. **Reports of Officers:**
 - a. **EMS Chief Report:** EMS Chief Eric Dirck gave his report.
 - b. **CFO Report:** Steve Davis informed the board he would like to increase CFO Jamie Luebbering's transfer limit to \$4,000.00. Motion by John Nail to increase CFO Jamie Luebbering's transfer limit from \$3,000.00 to \$4,000.00. Motion carried 6-0.
 - c. **Approve Payment of Outstanding Bills:** Motion by Steve Davis to approve the payment of the outstanding bills in the amount of \$116,554.42. Motion carried 6-0.
- V. **Unfinished Business:**
 - a. **Employee Handbook Updates:** Motion by John Nail to approve the Employee Handbook updates. Motion carried 6-0.
 - b. **Architect – Request for Qualifications:** Motion by Kim Graves to approve the request for qualifications replacing the word "may" with "will" under paragraph one, making the sentence read, "*The project is expected to begin in 2023 and will be phased over into 2024.*" Motion carried 6-0.
- VI. **New Business:** None.
- VII. **Closed Meeting pursuant to RSMo 610.021, Sections;**

Motion by John Nail 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: Brown-Y, Davis-Y, Gerke-Y, Graves-Y, Nail-Y, Walker-Y. Motion carried 6-0. Meeting moved to a closed session at 1842 hours.

Open session resumed at 1919 hours.
- VIII. **Announcements:** EMS Chief Eric Dirck announced the roof at Station 2 has been repaired. Steve Davis announced Bothwell won the ToRCH Grant, coming in 2024.
- IX. **Adjournment:** Motion by John Nail to adjourn the meeting, motion carried 6-0. Meeting was adjourned at 1920 hours.

The next regular meeting is scheduled for July 25, 2023, 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