

**ST. CHARLES COUNTY AMBULANCE DISTRICT
BOARD MEETING MINUTES
THURSDAY, July 9, 2020**

I. CALL TO ORDER

Mark Fenton called the meeting to order at headquarters at 7:00 p.m. In attendance were Mark Fenton, Raymond Bauer, Abigail Drezek (*via video*), James Cooke and Teresa Reynolds.

ROLL CALL WAS TAKEN

Mark Fenton-yea, Raymond Bauer-yea, James Cooke-yea, Abigail Drezek-yea, Teresa Reynolds-yea,

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENTS

IV. AWARDS AND ANNOUNCEMENTS

V. CONSENT AGENDA

A. Agenda Approval

Teresa Reynolds moved to approve the agenda as presented for July 9th 2020, Raymond Bauer seconded, the motion carried 5 to 0.

B. Meeting Minute Approval

Teresa Reynolds moved to approve the Board Meeting Minutes from Thursday, June 25th 2020, Raymond Bauer seconded, the motion carried 5 to 0.

VI. STAFF REPORTS

A. Revenue/Volume Report

Finance reviewed monthly billing revenue and call volume for the month of June.

B. Community Relations Q2 Report

Included in the Board Packet was the 2nd Quarter Community Relation Report.

VII. OLD BUSINESS

A. Base 3, Base 6 and Campus Update

Collette Hermann provided the Board and Leadership Team with a status report regarding Base 3, Base 6 and the new Campus facility. Base 3 and 6 are near completion.

Collette also discussed the current Headquarter Campus budget.

VIII. NEW BUSINESS

A. Chapter 100 Tax Incentives/Patriot Machine

St. Charles City Mayor, Dan Borgmeyer, St. Charles Director of Administration, Larry Dobrosky and St. Charles Economic Developer, Mike Klinghammer proposed Chapter 100 tax incentives for Patriot Machine and the amount reimbursement payable to the district. The City asked the Board to consider a reimbursement rate of 50% for 10 years.

Teresa Reynolds made the motion to approve a 50% tax abatement for 10 years, Raymond Bauer seconded, the motion carried 5 to 0.

B. HR/Finance System Recommendation

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Management presented Bid Results regarding the new Finance/HR Software. Management requested approval to purchase Sage Intacct for \$92,000 and UltiPro for \$147,252. Although not the lowest bids, these systems are recommended by Management based on enhanced functionality, strong ability to generate relevant reports, features presented, and the capacity to add other services as the District continues to grow. The total for both systems is \$239,252 which is \$180,748 under budget.

C. Administration Assistant II Job Description #102-20b

Management presented the above job description for Board consideration.

D. QA/QI Coordinator Job Description #102-54

Management presented the above job description for Board consideration.

E. Initial Uniform Issue Policy #107-3

Management presented the above Policy for Board consideration.

ADJOURNMENT – PUBLIC PORTION

Teresa Reynolds moved to adjourn the Board Meeting, Raymond Bauer seconded, roll call vote was taken; Mark Fenton-yea, James Cook-yea, Raymond Bauer-yea and Teresa Reynolds-yea, Abigail Drezek-yea, the motion carried 5 to 0.

NOTICE OF MEETING

I CALL TO ORDER – PUBLIC PORTION

Mark Fenton called to order the Public Portion. In attendance were Mark Fenton, James Cooke, Teresa Reynolds, Abigail Drezek and Raymond Bauer.

II MOTION TO CLOSE MEETING – PUBLIC PORTION

Teresa Reynolds moved to suspend the open meeting and go into Closed Meeting-Public Portion pursuant to Attorney Client Sec.610.021(1)RSMo(1986), and Personnel Sec.610.021(3)RSMo(1986), Ronald Reguly seconded; roll call vote was taken. Mark Fenton-yea, James Cooke-yea, Teresa Reynolds-yea, Abigail Drezek-yea, Raymond Bauer-yea, the motion carried 5 to 0.

III ADJOURNMENT - PUBLIC PORTION

Teresa Reynolds moved to adjourn the Board Meeting. Ronald Reguly seconded, roll call vote was taken; Mark Fenton-yea, James Cook-yea, Raymond Bauer-yea, Teresa Reynolds-yea, Abigail Drezek-yea, the motion carried 5 to 0.

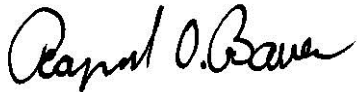
*Next Regular Board Meeting
July 23rd, 2020*

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THURSDAY, July 9, 2020



Mark Fenton, Chair

Submitted by Tammy Dixon



Raymond Bauer, Secretary/Treasurer