

NORTH JEFFERSON COUNTY AMBULANCE DISTRICT

Minutes of June 17th, 2024, Open Minutes

1. **Call to Order**

The open meeting was called to order of the North Jefferson County Ambulance District Board of Directors to at **6:15 pm**

2. **Roll Call**

Director's Present, Chairperson Kirchhofer, Vice Chair Davis, Secretary Cowley, Treasurer Rider, Director Hennessey, Director Scott

Absent: N/A

Late Arrival: N/A

In Attendance:

Staff: Chief Guinn, CMO Walter, Captain Bryan, Paramedics Bogert, Ruhland, Hasselbeck, Taylor

Guests: N/A

3. **Pledge of Allegiance**

The Pledge of Allegiance was led by the Chairperson.

4. **Approval of Agenda**

Motion to approve the agenda as presented by Vice Chair Davis and Seconded by Secretary Cowley All in Favor:

Chairperson Kirchhofer—Yea Vice Chair Davis—Yea Treasurer Rider--Yea

Secretary Cowley--Yea Director Hennessey--Yea Director Scott--Yea

5. **Open Minutes 5/20/2024**

Motion to approve the Open Minutes of May 20th, 2024, by Vice Chair Davis and Seconded by Secretary Cowley. All in Favor: Roll Call

Chairperson Kirchhofer—Yea Vice Chair Davis—Yea Treasurer Rider--Yea

Secretary Cowley--Yea Director Hennessey--Yea Director Scott--Yea

6. **Public Forum- N/A**

- a. No one addressed the board when offered.

7. **Local 2665-Union Update**

a. Chief advised the board that everything is going well and there is no issues.

8. **Chief's Report**

a. Communications: N/A

9. **Old Business**

a. Chief advised to execute an amendment of the Lagers **Resolution 24-07-01** to update the execution date to be effective as of July 1st, 2024. Which has been posted since May 15th, 2024, which makes this **47-day** posting.

Motion by Secretary Cowley Seconded by Treasurer Rider: Roll Call Vote:

Chairperson Kirchhofer—Yea	Vice Chair Davis—Yea	Treasurer Rider--Yea
Secretary Cowley--Yea	Director Hennessey--Yea	Director Scott--Yea

10. **New Business**

a. Chief Guinn presented the Grow Marketing report for May 2024

b. Chief presented Johnson Controls Quote 1 for upgrading security camera and the system at **\$15,817.94**. Motion by Secretary Cowley Seconded by Director Hennessey to accept and Quote Roll Call Vote:

Chairperson Kirchhofer—Yea	Vice Chair Davis—Yea	Treasurer Rider--Yea
Secretary Cowley--Yea	Director Hennessey--Yea	Director Scott—Yea

c. Chief presented Johnson Controls Quote 2 Airphone installation in Business Manager, CMO Chiefs Office and security entrance at Admin entrance. for upgrading security at **\$15,542.90**. Motion by Treasurer Ride Seconded by Vice Chair Davis to accept Quote 2. Roll Call Vote:

Chairperson Kirchhofer—Yea	Vice Chair Davis—Yea	Treasurer Rider--Yea
Secretary Cowley--Yea	Director Hennessey--Yea	Director Scott—Yea

d. Chief presented Johnson Controls Quote 3 for installing 4 door key card entry systems at the 2 training room doors and the 2-bay entrance doors at **\$39,722.34**. Motion by Secretary Cowley Seconded by Director Scott to accept and Quote Roll Call Vote:

Chairperson Kirchhofer—Yea	Vice Chair Davis—Yea	Treasurer Rider--Yea
Secretary Cowley--Yea	Director Hennessey--Yea	Director Scott--Yea

e. Chief presented Johnson Controls Quote 4 for installation of 1 bay entrance door with key card at NJCAD 2 house for \$6,785.36. Motion by Treasurer Rider Seconded by Secretary Cowley to accept Quote 4 Roll Call Vote:

Chairperson Kirchhofer—Yea	Vice Chair Davis—Yea	Treasurer Rider--Yea
Secretary Cowley--Yea	Director Hennessey--Yea	Director Scott—Yea

11. **Business & Financial Reports**

- a. Balance Sheet of Accounts
- b. Accounts Receivable (\$271,624.86)
- c. General Checking \$1,287,539.74
- d. Investments \$3,681,000.00
- e. Total Combined **\$4,968,539.74**
- f. Money Market (0935) \$112,153.38
- g. Capital Projects \$25,000.00
- h. Capital Projects Invest \$2,761,533.11
- i. Debit Service \$746,730.25
- j. Total Bound Accounts **\$3,533,263.35**

12. **Uncollectible Report May 2024 \$33,855.83**

Motion by Secretary Cowley and Seconded by Treasurer Rider to approve the uncollectible report May 2024 in the amount of **\$33,855.83** Roll Call Vote:

Chairperson Kirchhofer—Yea	Vice Chair Davis—Yea	Treasurer Rider--Yea
Secretary Cowley--Yea	Director Hennessey--Yea	Director Scott--Yea

13. **Approval of District Bills**

May 2024 includes payrolls of 5/3/2024, 5/17/2024 & 5/31/2024 in the amount of **\$390,540.52**
Motion by Treasurer Rider and Seconded by Vice Chair Davis to approve the bills for May 2024 in the amount of **\$390,540.52**. Roll Call Vote:

Chairperson Kirchhofer—Yea	Vice Chair Davis—Yea	Treasurer Rider--Yea
Secretary Cowley--Yea	Director Hennessey--Yea	Director Scott--Yea

14. **Motion to adjourn.**

Motion by Treasurer Rider and Seconded by Vice Chair Davis to adjourn at 6:33 pm All in Favor:

Chairperson Kirchhofer—Yea	Vice Chair Davis—Yea	Treasurer Rider--Yea
Secretary Cowley--Yea	Director Hennessey--Yea	Director Scott--Yea

ATTEST *Dir. Kirchhofer*
ATTEST *Rebecca Cowley*