

**ACW AMBULANCE BOARD  
SPECIAL MEETING MINUTES  
COLUMBIA TOWNSHIP MEETING ROOM  
JANUARY 31, 2017**

Shook called the meeting to order at 4:30 pm.

**Members Present:** Christine Kolar, Pam Shook, Jamie Schuette, Steve Linzner, Christina Parmenter, Jamie Wark

**Absent:**

**Ambulance Personnel Present:** Alice Vermeersch, Ken Currey, Kathy Hare,

**Others Present:** Jessica VanHove

Motion by Shook, 2<sup>nd</sup> by Schuette to approve the minutes of the Regular Meeting held December 20, 2016 as printed. Ayes: 6 Nays: 0 Motion carried.

**AMBULANCE BUILDING COMMUNICATION**

Motion by Wark, 2<sup>nd</sup> by Kolar that each township contribute an additional \$10,000 towards the ambulance building project to cover remaining expenses of final bill. Remaining funds will go to a building fund account. Ayes: 6 Nays: 0 Motion carried.

Motion by Shook, 2<sup>nd</sup> by Wark to pay TDM final bill payment of \$25,791.36 upon final inspection approval of furnace and door closures. Ayes: 6 Nays: 0 Motion carried.

Building use has been greatly utilized with 400 hours for the month of January.

Insurance coverage for the new building will be an approximate increase \$189 from the current policy. Burnham and Flower will continue to be the insurance company for the ambulance service throughout the next budget year.

**AMBULANCE PERSONNEL COMMUNICATION**

- Kathi Carson fell on the ice and broke her wrist while on a run. A Workers' Comp claim was submitted.
- Runs for 2016 were 207, 21 runs for the month of January 2017
- 3 people are scheduled to start EMT training.

Motion by Wark, 2<sup>nd</sup> by Shook to require any new person interested in taking the EMT class to become licensed and will be required to pay the first \$200 of class fees with the remaining fees to be paid by ACW Ambulance Service. Once the person is licensed, they will be reimbursed after completing 250 service hours within one year of service for ACW Ambulance Service. Ayes: 6 Nays: 0 Motion carried.

Motion by Shook, 2<sup>nd</sup> by Kolar to allow ambulance personnel to purchase a mattress and box spring for a cost of \$300. Ayes: 6 Nays: 0 Motion carried.

**MUTUAL AID AGREEMENT**

Discussion was had regarding billing for services when the fire department is utilized for mutual aid services in the case of a list assist. Further investigation will be needed to determine if a charge can be listed with the billing company in order for the charge to be billed.

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**AMBULANCE SERVICE FEE SCHEDULE**

The ambulance service fee schedule is to be reviewed for amounts and services billable at the next board meeting.

**SNOW REMOVAL**

Motion Shook, 2<sup>ND</sup> by Kolar to accept the bid of Rievert Snow Removal for the 2017 season.  
Ayes: 6 Nays: 0 Motion carried.

Motion by Shook, 2<sup>nd</sup> by Kolar to adjourn the meeting at 6:30 pm.

**Next regular meeting and budget hearing scheduled for March 21, 2017 at 4:30 pm.**