

Upper Scioto Valley Ambulance District Board Meeting  
June 26, 2025 6:00 PM Alger, Ohio

## Minutes for the May 22, 2025 Meeting

**MEETING CALL TO ORDER:** Board President Paul Osborne called the meeting to order at 6:00 PM.

**ROLL CALL:** Board Members, Brandon Goodin absent, Richard Onions, Shane Hites, Crosby Manchester, and Paul Osborne

**OTHER OFFICIALS PRESENT:** Fiscal Officer Travis Waller, Ambulance Chief Andrea Helton, Attorney John Neville

**OTHERS PRESENT:** Jason Helton, Von Summa, Janet Conrad, Jackie Gibson, & Noah Harris

**APPROVAL OF MINUTES:** from the Regular Meeting April 24, 2025

Motion to approve: Rick Onions 2<sup>nd</sup>: Shane Hites

## Motion passed

#### APPROVAL OF FINANCIAL REPORTS:

Motion to approve: Shane Hites 2<sup>nd</sup>: Crosby Manchester

Motion passed.

**APPROVAL TO PAY BILLS:**

Motion to approve: Crosby Manchester 2<sup>nd</sup>: Shane Hites

Motion passed.

**APPROVAL OF MEDICAL SUPPLY ORDER: None**

Motion to Approve: N/A 2<sup>nd</sup>: N/A

Motion passed.

#### NOTES FROM THE CLERK

It was noted that \$24,875 was needed to come out of the capital outlay account and go into the consulting/legal fees for a check written earlier in the year to EMS Teams. The error was noticed while entering the final appropriations budget into UAN. The federal return was filed by Brooks Tax Office by the IRS due date of May 15th. The Star Ohio account was opened and just needed to be funded. It was noted that the approval was needed for Chief Andrea Helton to have a department credit card and to be on the credit card account through Middlefield bank.

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**Motion to move \$24,875 from capital outlay to consulting/legal expense :**

Motion to approve: Shane Hites 2<sup>nd</sup>: Crosby Manchester

Motion passed.

**Motion to authorize Chief Andrea Helton to have a credit card and to be on the credit card account through Middlefield bank:**

Motion to approve: Shane Hites 2<sup>nd</sup>: Crosby Manchester

### **Motion passed**

### Notes from the Chief:

Chief Helton went to the state capital to meet with state representatives and other EMS chiefs to discuss grants and money available and other issues for EMS departments state wide. Received \$1,000 from the community foundation grant. USV Ambulance District won run of the year for a run on May 28th, 2024.

**Motion to adjourn:**

Motion to approve: Shane Hites 2<sup>nd</sup>: Crosby Manchester

Motion passed.