

Upper Scioto Valley Ambulance District Board Meeting

Minutes for the May 28th, 2026 Meeting held in Alger, Ohio. Presented on June 25th, 2026 for approval

MEETING CALL TO ORDER: Vice President Shane Hites called the meeting to order at 6:00 PM.

ROLL CALL: Board Members, Heather Bushong, James Summa, Shane Hites, Crosby Manchester, and Brice Beaman - absent

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

OTHERS PRESENT: Jason Helton, Jessica Dunifon, Janet Conrad, and Scott Boecker

Motion to approve the April 23rd, 2026 minutes presented on May 28th, 2026

Motion to approve: Crosby Manchester 2nd : Heather Bushong

Roll Call - all in favor

Motion passed

APPROVAL OF FINANCIAL REPORTS:

Motion to approve: James Summa 2nd : Heather Bushong

Roll Call - all in favor

Motion passed.

APPROVAL OF PURCHASE ORDERS 93-2026 to 111-2026 - Total \$72,713.51:

Motion to approve: Heather Bushong 2nd : Crosby Manchester

Roll Call - all in favor

Motion passed.

APPROVAL TO PAY BILLS:

Motion to approve: Crosby Manchester 2nd : Shane Hites

Roll Call - all in favor

Motion passed.

REVIEW OF MEDICAL SUPPLY ORDER - \$208.15

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Motion to no longer require approval of medical supply order

Motion to approve: Heather Bushong 2nd: James Summa

Roll Call - all in favor

Motion passed.

NOTES FROM THE CLERK

The Quest accounts were closed and rolled over to Middlefield per the previous audit. The info to put Brice on the Middlefield accounts will be sent to the bank so that he can go to the bank and sign the papers as he is available. The first Building lease payment is due June 1st for \$34,590.03.

Notes from the Chief:

Chief Helton has been looking into TASC - HRA card in lieu of medical insurance. It is a medical card much like a HSA card where we would put money on each of the full time employee's cards for them to use on any medical expenses. We can chose incremental monthly payments. The money left on their card at the end of the year would come back to us, not rollover. If an employee does try to use it to get something non-medical, the card will decline. If they try to buy something non-medical a second time the will lose their benefit card completely. The annual plan for us would be \$450 per year plus \$4.91 per month per person/card. It was decided to get more info for the plan for now and have a representative talk at the next meeting.

New Buseness:

Shane noted that the specs for front porch of the new building were erroneously changed to make it smaller than originally intended when we put the building back out to bid. Also, we are looking at putting in a holding tank instead of the oil/water seperater. There is a change order presented that would take out the oil/water seperater and put in a larger front porch. The cost difference would offset each other so that there would be no additional cost to Alexander & Bebout.

Motion to approve the change order to romove the oil/water seperater and add a larger porch to the plans of the new building:

Motion to approve: Heather Bushong 2nd: James Summa

Roll Call - all in favor

Motion passed.

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Motion to use F&L Septic to put in a holding tank for ambulance water runoff for \$11,000:

Motion to approve: Crosby Manchester 2nd : Heather Bushong

Roll Call - all in favor

Motion passed.

The Ground Breaking Ceremony is set for June 25th at 5:00 p.m. before the next board meeting

Shane brought up the issue of Chief Helton putting in a lot of overtime to cover shifts. Extra comp time was discussed.

Motion to adjourn:

Motion to approve: James Summa 2nd : Heather Bushong

Roll Call - all in favor

Motion passed.
