

**AGENDA**  
**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY**  
**SPECIAL MEETING DATE APRIL 16, 2025**  
**STARTING AT 6:30 P.M.**  
**MEETING AT THE BAKER BUILDING**  
**17940 SR 55**  
**BAKER, WV 26801**

**BUSINESS ITEMS:**

**APPOINTMENT OF NEW MEMBER**

**ELECTION OF TREASURER**

**SIGNATURES FOR CHECKING ACCOUNT AND ALLOWING ONE OF THEM THAT  
CAN BE A STAMPED SIGNATURE IF NEEDED.**

**SPECIAL MEETING NOTICE**

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY**

**SPECIAL MEETING**

**WEDNESDAY, APRIL 16, 2025**

**BAKER BUILDING**

**17940 SR 55, Baker WV**

**MEETING TIME WILL BE 6:30 P.M.**

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A SPECIAL MEETING ON **WEDNESDAY, APRIL 16, 2025, AT 6:30 P.M. AT THE BAKER BUILDING, 17940 SR 55, BAKER, WV 26801.** THE MEETING WILL BE TO DISCUSS THE ITEMS OF BUSINESS OF THE AUTHORITY. THE MEETING WILL BE OPEN TO ALL MEMBERS OF THE PUBLIC. A QUORUM OF THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY BOARD IS SCHEDULED TO MEET AND MAKE DECISIONS AND TAKE OFFICIAL ACTION ON MATTERS SCHEDULED ON THE MEETING AGENDA.

A COPY OF THE MEETING AGENDA WILL BE AVAILABLE, IN ADVANCE , TO ANY MEMBER OF THE PUBLIC AND/OR NEWS MEDIA AT THE CLERK'S OFFICE, ROOM 111, 204 WASHINGTON STREET, MOOREFIELD, WV 26836 OR BY CONTACTING THE HARDY COUNTY CLERK'S OFFICE AT TELEPHONE NUMBER 304-530-0250.

# **Hardy County Emergency Ambulance Authority**

## **Special Board Meeting**

**April 16, 2025**

**Present:** President Paul Lewis, Vice President Dr. Tim Thorne, Secretary Jean Flanagan, Fran Welton, Roger Vacovsky, Steve Miller, County Commissioner Steve Schetrom, Executive Director Derek Alt

The meeting was called to order by Paul at 6L31. The Pledge of Allegiance and a prayer followed.

### **New Board Member**

Paul announced Steven L. Miller was appointed to the HCEAA Board to fill the unexpired term of Doug Coffman by the Hardy County Commission at their meeting on Tuesday, April 15, 2025. Doug Coffman resigned from the board on April 1, 2025.

### **Election of Treasurer**

Roger nominated Steven L. Miller as Treasurer.

There was discussion as to the duties and responsibilities. Roger goes over expenses with Derek every other week. It was decided that Derek will generate and invoice/expense report monthly and send to the board via email.

Tim moved and Fran seconded a motion to appoint Steven L. Miller as Treasurer. The motion was approved.

### **Signature Stamp for Checking Account**

Jean moved and Roger seconded a motion to create a signature stamp for the Treasurer and one other board member. While two signatures are required for checks, only one needs to be an original signature. The second can be a signature stamp.

The motion was approved.

Steve Schetrom moved and Roger seconded a motion to remove Doug Coffman and Ronnie Crites as approved signatures from the checking account. The motion was approved.

Tim moved and Roger seconded a motion to adjourn. The motion was approved and the meeting was adjourned at 6:57 p.m.

Respectfully submitted,  
Jean A. Flanagan, Secretary

