ASTON AMBULANCE AUTHORITY

Meeting Minutes for December 16, 2025

Present: J. McGinn
N. Bowden
K. Tinsley
T. Morgan
S. Joyce
B. Egan
M. Maddren
K. Pippin

The meeting was called to order at 5:02 PM.

Approval of November 6, 2025 meeting minutes – Motion was made by Nancy Bowden, with a second from Tom Morgan.

Manager Report was reviewed with notes made to the following items:

5. HMC EMS Billing: Need to know where we want direct deposits to go and the appropriate account information. **Noted: Setting up NPI number for insurance purposes.**

6. Thanks to Sam Iannucci for the initial set-up of the Authority email address and website domain name. **Noted: Request to have the .com & .net match.**

7. Current old Crozer SUV's: Bill & Kelly are working on getting the vehicles insured and registered. Once that occurs, we can get the additional work/graphics done. **Noted: Check with Fulginiti Auto Tags to check on status of title transfers.**

The following agenda items were voted on:

- Consideration of appointment of By the Book Service, Inc. as Treasurer to the Authority per the terms of its November 26, 2025 engagement letter. Subject to Solicitor's approval. – Motion was made by Nancy Bowden, with a second from Tom Morgan.
- Consideration of Resolution 2025-03 consenting to Lower Chichester Township becoming a member of the Authority. Motion was made by Nancy Bowden, with a second from Kevin Tinsley.
- Consideration of Resolution 2025-04 consenting to Marcus Hook Borough becoming a member of the Authority. **TABLED.**

- Authorization to purchase and outfit one staff chase car and one manager's car in an amount not to exceed One Hundred Twenty-Five Thousand Dollars ($125,000.00). Subject to Solicitor's approval. Motion was made by Nancy Bowden, with a second from Kevin Tinsley.
- Ratification of purchase of 911 radios from JVCKENWOOD Corporation in the amount of Twenty-One Thousand Seventy Dollars and Twenty Cents ($21,070.20). Motion was made by Nancy Bowden, with a second from Kevin Tinsley.
- Consideration of motion authorizing agreements with ESO Solutions, Inc. for Patient Care Reporting software and Staff Scheduling software in a total amount of Eight Thousand Seven Hundred Sixty-Nine Dollars and Ten Cents ($8,769.10). Motion was made by Nancy Bowden, with a second from Kevin Tinsley.
- Consideration of motion authorizing a professional services agreement with Dr. Evan Lee to serve as Medical Director at the rate of Two Thousand Dollars per month ($2,000.00/month). Subject to Solicitor's approval. Motion was made by Nancy Bowden, with a second from Kevin Tinsley.
- Consideration of motion authorizing an agreement with S.K.D Tyron's Emergency Vehicle Upfitting, Inc. in tan amount not to exceed Ten Thousand Dollars ($10,000.00) for graphics and upfit inspection and repair on two (2) chase cars. Motion was made by Nancy Bowden, with a second from Kevin Tinsley.
- Consideration authorizing an acquisition of start-up medical supplies from Bound Tree Medical, LLC. In an amount not to exceed Ninety Thousand Dollars ($90,000.00). Motion was made by Nancy Bowden, with a second from Kevin Tinsley.
- Consideration of motion authorizing Manager to acquire LIFEPAK 35 EKG monitors and accessories from Stryker Corporation for an amount not to exceed One Hundred Twenty Thousand Dollars ($120,000.00). Motion was made by Nancy Bowden, with a second from Kevin Tinsley.
- Consideration of motion authorizing Manager to acquire medical supplies as needed for operations. Motion was made by Sean Joyce, with a second from Nancy Bowden.
- Consideration of motion to authorize the manager to acquire medications and pharmaceuticals as needed for operations. Motion was made by Sean Joyce, with a second from Nancy Bowden.
- Consideration of motion to authorize the manager to acquire uniforms and uniform components as needed for operations. Motion was made by Sean Joyce, with a second from Nancy Bowden.
- Consideration of 2026 meeting schedule. **TABLED.**
- Authorization to pay Murphy Maddren Ltd. Six Thousand Two Hundred Thirty Two Dollars and Fifty Cents ($6,232.50) for legal services related to information and start-up of Authority operations. Motion was made by Nancy Bowden, with a second from Kevin Tinsley.

- Consideration of a motion to extend the agreement for EMSS to provide ALS services for a 3-month term. Subject to the Solicitor's approval. Motion was made by Nancy Bowden, with a second from Kevin Tinsley.
- Public Comment – Non-Agenda Items: None

Next meeting was voted on for Tuesday, January 20, 2026 at 5pm.

Adjournment: Motion was made by Nancy Bowden to adjourn at 6:15pm, second was made by Kevin Tinsley.

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Kelly A. Pippin, Secretary

SEAL