

**Lincoln County Emergency Services
Board of Directors
Minutes of Regular Meeting
Thursday, March 23, 2023**

The Lincoln County Emergency Service Board of Directors held a meeting on Thursday, March 23, 2023, at the Cuivre River Electric Cooperative Building, pursuant to the agenda posted Tuesday, March 21, 2023.

Chairman Mike Cherry called the meeting to order at approximately 11:09 a.m. Present were Board of Directors Mike Cherry, Lisa Sitler, Steve Fair, Randy Davis and Adam Stanek. Board member Tyler Schmieg was excused at this time. Linda Sullivan arrived later in the meeting. Chairman Cherry determined a quorum was present.

Staff present: Director James Roberts, Training Manager Lisa Goetsch, Administrative Assistant Samantha Shelton, Attorney Justin Butler, Dispatcher Nicole Hanson, and Dispatcher Jessica Moore.

Guests in Attendance: Todd Sweeney (Navigate Building Solutions), Bart Berneking (Bart Berneking Design/Build, LLC), and Quentin Laws (Lincoln County Emergency Management).

APPROVAL OF AGENDA

Motion to approve the agenda was made by Steve Fair and seconded by Lisa Sitler.

ALL AYES – MOTION PASSED

APPROVAL OF THE MINUTES

Motion to approve the minutes from the February 16, 2023 Regular Board Meeting was made by Lisa Sitler and seconded by Steve Fair.

ALL AYES – MOTION PASSED

Motion to approve the minutes from the March 10, 2023 Special Board Meeting / Work Session was made by Randy Davis and seconded by Steve Fair.

ALL AYES – MOTION PASSED

Motion to approve the minutes from the March 16, 2023 Regular Board Meeting that was NOT HELD was made by Steve Fair and seconded by Adam Stanek.

ALL AYES – MOTION PASSED

PUBLIC COMMENT

No one from the public had anything to discuss at this time.

REPORT OF DIRECTORS, BOARD OFFICERS, AND LEGAL COUNSEL

Item 6.A. Directors Report – James Roberts

Police Leadership and Command Preparatory Academy Graduation

Director James Roberts reported his completion and graduation from the Command Preparatory Academy. He stated that it pushed him academically and that he gained a lot of knowledge from the course.

New Hire

Director James Roberts advised that there has been one (1) new hire and the projected training to occur.

High School Seatbelt Check

Director James Roberts discussed his meeting with the school district regarding the High School Seatbelt Checks. The school district was very much on board with the seatbelt checks and the exact details will be worked out in the near future.

Board Member Linda Sullivan arrived at this time.

Board Member Randy Davis suggested that the seatbelt check events be on volunteered time.

Mr. G's Lawn Care

Director James Roberts advised that he spoke with Mr. G's Lawn Care who stated that they would continue to mow the property and tower sites (as needed) for the same rate as last year (2022).

Motion to approve to have Mr. G's Lawn Care continue to mow the property and tower sites as needed at the same rate as the previous year was made by Adam Stanek and seconded by Randy Davis.

Roll Call Vote:

<i>Steve Fair</i>	<i>AYE</i>	<i>Linda Sullivan</i>	<i>AYE</i>	<i>Tyler Schmiege</i>	<i>ABSENT</i>
<i>Adam Stanek</i>	<i>AYE</i>	<i>Lisa Sittler</i>	<i>AYE</i>	<i>Randy Davis</i>	<i>AYE</i>
AYES 5	NAYS 0	ABSENT 1			

MOTION PASSED 5 TO 0.

Internet

Director James Roberts advised that the center is in need of faster internet speeds. After looking into the centers options, Director Roberts recommended switching to Gateway Fiber. The installation process was explained. Board Member Adam Stanek stated that he would communicate the request with the County Commissioners and would recommend and amendment to the lease to allow for the change.

Director James Roberts discussed Missouri's three percent (3%) Marijuana Tax. He stated that he will look into the tax and provide more information to the Board at the next regular Board Meeting.

Board Member Steve Fair gave an update on contact information for the damaged repeaters on Patterson School Road.

Item 6.B. Treasurer’s Report – Adam Stanek

Approval of the February 2023 Financial Reports

Administrative Assistant Samantha Shelton provided the Financial Reports via email as well as paper copies. Treasurer Adam Stanek presented the financials to the Board.

Motion to approve the February 2023 Financial Reports was made by Linda Sullivan and seconded by Lisa Sitler.

Roll Call Vote:

<i>Steve Fair</i>	<i>AYE</i>	<i>Linda Sullivan</i>	<i>AYE</i>	<i>Tyler Schmiege</i>	<i>ABSENT</i>
<i>Adam Stanek</i>	<i>AYE</i>	<i>Lisa Sitler</i>	<i>AYE</i>	<i>Randy Davis</i>	<i>AYE</i>

AYES 5 NAYS 0 ABSENT 1

MOTION PASSED 5 TO 0.

Item 6.C. Legal Counsel Report – Justin Butler

Attorney Justin Butler briefly discussed Sales Tax matters and asked that it be placed on the next regular Board Meeting agenda for further discussion.

UNFINISHED BUSINESS

Item 7.A. Dispatch Night Differential Policy

The Dispatch Night Differential Policy was provided to the Board for review. Discussion was had at this time.

Motion to approve the Dispatch Night Differential Policy as presented was made by Steve Fair and seconded by Lisa Sitler.

Roll Call Vote:

<i>Steve Fair</i>	<i>AYE</i>	<i>Linda Sullivan</i>	<i>AYE</i>	<i>Tyler Schmiege</i>	<i>ABSENT</i>
<i>Adam Stanek</i>	<i>AYE</i>	<i>Lisa Sitler</i>	<i>AYE</i>	<i>Randy Davis</i>	<i>AYE</i>

AYES 5 NAYS 0 ABSENT 1

MOTION PASSED 5 TO 0.

Item 7.B. Health Insurance Stipend

As requested by the Board, Administrative Assistant Samantha Shelton provided additional information regarding employee health insurance. Board Member Adam Stanek recommended looking into an insurance pool for the entity. The Board requested that an Insurance Committee be put together to look into different options for insurance and to come back to the Board with their findings of other possible options.

Motion to approve to increase the Insurance Stipend and additional \$200.00 per month, per employee, effective April 1st, 2023, was made by Linda Sullivan and seconded by Lisa Sitler.

Roll Call Vote:

<i>Steve Fair</i>	<i>AYE</i>	<i>Linda Sullivan</i>	<i>AYE</i>	<i>Tyler Schmiege</i>	<i>ABSENT</i>
<i>Adam Stanek</i>	<i>AYE</i>	<i>Lisa Sitler</i>	<i>AYE</i>	<i>Randy Davis</i>	<i>AYE</i>

AYES 5 NAYS 0 ABSENT 1

MOTION PASSED 5 TO 0.

Item 7.C. Interoperability Systems Manager Position

Chairman Mike Cherry requested to table the item to the next regular Board Meeting.
ITEM TABLED TO THE NEXT REGULAR BOARD MEETING.

Motion to Close Open and Open Closed session was made by Randy Davis and seconded by Adam Stanek.

Roll Call Vote:

Steve Fair	AYE	Linda Sullivan	AYE	Tyler Schmieg	ABSENT
Adam Stanek	AYE	Lisa Sitler	AYE	Randy Davis	AYE

AYES 5 NAYS 0 ABSENT 1

MOTION PASSED 5 TO 0.

CLOSED SESSION

8.A. New Building: Construction Manager Advisor / Owner Representative Services – Closed Session

Notice is given that the meeting or portion thereof will be closed pursuant to section 610.021 under the following specific exception: 610.021.01 Legal Actions, causes of action of litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys; 610.021.12 Sealed bids and related documents, until bids are opened; and sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected.

8.B. Personnel Matter – Closed Session

Notice is given that the meeting or portion thereof will be closed pursuant to section 610.021 under the following specific exception: 610.021.03 Hiring, Firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

Motion to Close Closed and Open Open Session was made by Adam Stanek and seconded by Randy Davis.

Roll Call Vote:

Steve Fair	AYE	Linda Sullivan	AYE	Tyler Schmieg	ABSENT
Adam Stanek	AYE	Lisa Sitler	AYE	Randy Davis	AYE

AYES 5 NAYS 0 ABSENT 1

MOTION PASSED 5 TO 0.

Chairman Mike Cherry announced that the Board has selected Navigate Building Solutions for the Construction Manager Advisor / Owner Representative Services position.

NEW BUSINESS

9.A. Board Member Meeting Attendance

Discussion was had of the importance of Board Member attendance and the current policy on attendance. Attorney Justin Butler recommended a “check-in” prior to the meeting date.

APPROVAL TO PAY BILLS

Motion to approve to pay the regular monthly bills was made by Lisa Sitler and seconded by Linda Sullivan.

ALL AYES – MOTION PASSED

Discussion on the completion on the 2021 and 2022 Financial Audits as well as the financial options for the New Building Project was had at this time. Executive Director James Roberts is to gather interest rates from multiple local banks for the project. Item to be placed on the next regular Board Meeting agenda for discussion.

NEXT SCHEDULED BOARD MEETING ANNOUNCEMENT

Regular Meeting: Thursday, April 20, 2023 at 18:00 (6:00pm)
Cuivre River Electric Cooperative Building, Community Room
1112 East Cherry Street, Troy, MO 63379

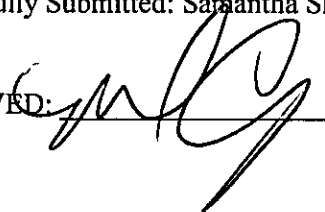
ADJOURN

Motion to Adjourn was made by Adam Stanek and seconded by Steve Fair.
ALL AYES – MOTION PASSED

Meeting Adjourned.

Respectfully Submitted: Samantha Shelton, Administrative Assistant

APPROVED:



ATTESTED:



DATE:

4/20/2023