

**Lincoln County Emergency Services
Board of Directors
Minutes of Regular Meeting
Thursday, May 18, 2023**

The Lincoln County Emergency Service Board of Directors held a meeting on Thursday, May 18, 2023, at the Cuivre River Electric Cooperative Building, pursuant to the agenda posted Tuesday, May 16, 2023.

Chairman Mike Cherry called the meeting to order at approximately 6:00 p.m. Present were Board of Directors Mike Cherry, Linda Sullivan, Lisa Sitler, Steve Fair, Tyler Schmiege, Randy Davis, and Adam Stanek. Chairman Cherry determined a quorum was present.

Staff present: Administrative Assistant Samantha Shelton and Attorney Justin Butler.

Guests in Attendance: Fran Cueva (Motorola Solutions), Bryan Harper (NROUTE), and Larry Creech.

APPROVAL OF AGENDA

Motion to approve the agenda was made by Adam Stanek and seconded by Lisa Sitler.

ALL AYES – MOTION PASSED

APPROVAL OF THE MINUTES

Motion to approve the minutes from the April 20, 2023 Regular Board Meeting was made by Linda Sullivan and seconded by Lisa Sitler.

ALL AYES – MOTION PASSED

Motion to approve the minutes from the May 3, 2023 Special Board Meeting was made by Steve Fair and seconded by Adam Stanek.

ALL AYES – MOTION PASSED

PUBLIC COMMENT

Larry Creech was present and inquired about cutting hay at the property of the new building. Discussion was had at this time. Mr. Creech stated that he had liability insurance and that he would be able to provide a Certificate of Liability.

Motion to allow Larry Creech to bail hay at the property of the new building, with the approval of the City of Troy, and provided that Mr. Creech provide LCES with his Certificate of Liability, was made by Steve Fair and seconded by Lisa Sitler.

ALL AYES – MOTION PASSED

Tyler Schmiege stated that he would contact the Chief of Police and ask to be notified of any complaints.

NEW BUSINESS

Item 6.A. NROUTE – Brian Harper

Brian Harper (NROUTE) and Fran Cueva (Motorola Solutions) were present and gave a presentation on the possible upgrade of radios in the County. Discussion was had. A quote for the upgrade was presented with an expiration date of June 23, 2023.

ITEM TABLED TO THE NEXT REGULAR BOARD MEETING.

REPORT OF DIRECTORS, BOARD OFFICERS, AND LEGAL COUNSEL

Item 7.A. Directors Report – James Roberts

Payroll

Director James Roberts was excused at this time. Administrative Assistant Samantha Shelton provided the Board with Mr. Roberts' update on the payroll changes. Discussion was had at this time.

Mileage Reimbursement Rate

Administrative Assistant Samantha Shelton informed the Board of the current mileage reimbursement rate that had been adopted from Lincoln County. Discussion was had at this time. A mileage reimbursement policy is to be provided at the next meeting for review and approval. The policy should state that LCES will follow the Federal Mileage Reimbursement Rate, that the rate will be reviewed twice a year, that employees must have pre-approval prior to travel, and that the option of taking the LCES Vehicle must be unavailable.

ITEM TABLED TO THE NEXT REGULAR BOARD MEETING.

Item 7.B. Treasurer's Report – Adam Stanek

Approval of the April 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 April 2023 Financial Reports was made by Randy Davis.

MOTION DIES FOR LACK OF SECOND.

Discussion of the Financial Reports was had at this time.

Motion to approve the April 2023 Financial Reports was made by Randy Davis and seconded by Lisa Sittler.

ALL AYES – MOTION PASSED

Discussion of QuickBooks Online and Budgeting Options was had at this time.

Motion to approve to upgrade our current QuickBooks Online Package to the next package that includes the budgeting feature was made by Adam Stanek and seconded by Randy Davis.

ALL AYES – MOTION PASSED

Item 7.C. Legal Counsel Report – Justin Butler

Attorney Justin Butler had nothing to report at this time.

UNFINISHED BUSINESS

Item 8.A. Internet at Dispatch Center

There were no updates on Internet at the Dispatch Center at this time.

Item 8.B. Sales Tax

Motor Vehicle Sales Tax

Attorney Justin Butler reported on the Motor Vehicle Sales Tax. It was advised that it would need to become a Ballot Measure in order to collect. Administrative Assistant Samantha Shelton was instructed to find out what the revenue loss has been, if any.

ITEM TABLED TO THE NEXT REGULAR BOARD MEETING.

Marijuana Sales Tax

Attorney Justin Butler advised that LCES is unable to collect revenue from the Marijuana Sales Tax.

Item 8.C. Interoperability Systems Manager Position

ITEM TABLED TO THE NEXT REGULAR BOARD MEETING.

Item 8.D. Mobile Dispatching Repairs

Administrative Assistant Samantha Shelton provided Executive Director James Robert’s updates on the Mobile Dispatching Repairs. Adam Stanek also provided additional information on the repairs. The Board agreed that so long as the canopy repairs fell under the amount that Mr. Roberts was allowed to spend, to proceed with the repairs.

NEW BUILDING PROJECT

Item 9.A. Navigate Building Solutions

Design Services RFQ’s

Administrative Assistant Samantha Shelton informed the Board of the next steps in the selection of the Design Services. A selection committee has been formed to grade the RFQ’s that have been received. The selection committee’s recommendation will be provided to the Board for review and approval at the next regular board meeting scheduled for Thursday, June 15, 2023.

Item 9.B. Project Financing

Attorney Justin Butler discussed project financing with the Board at this time. No decisions were made at this time.

Item 9.C. Financial Counsel

Gilmore Bell Proposal for Special Tax Counsel Services

Attorney Justin Butler presented Gilmore Bell’s Proposal for Special Tax Counsel Services and explained. Discussion was had at this time.

Motion to approve Gilmore Bell’s Proposal for Special Tax Counsel Services and for Chairman Mike Cherry to execute the agreement was made by Randy Davis and seconded by Lisa Sitler.

Roll Call Vote:

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

AYES 6 NAYS 0 ABSENT 0

MOTION PASSED 6 TO 0.

Resolution No. 23.03 Reimbursement of Capital Expenditures

Attorney Justin Butler presented Resolution No. 23.03 Reimbursement of Capital Expenditures that was provided by Gilmore Bell. Discussion was had at this time.

Motion to approve Resolution No. 23.03 Reimbursement of Capital Expenditures 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 Schmieg</i>	<i>AYE</i>
<i>Adam Stanek</i>	<i>AYE</i>	<i>Lisa Sitler</i>	<i>AYE</i>	<i>Randy Davis</i>	<i>AYE</i>

AYES 6 NAYS 0 ABSENT 0

MOTION PASSED 6 TO 0.

Item 10.A. Closed Session

The Board did not enter into Closed Session at this time.

APPROVAL TO PAY BILLS

It was requested to move the Approval to Pay Bills under the Approval of the Financial Reports for the next agenda and so on.

NEXT SCHEDULED BOARD MEETING ANNOUNCEMENT

Regular Meeting: Thursday, June 15, 2023 at 18:00 (6:00pm)
Cuivre River Electric Cooperative Building, Community Room
1112 East Cherry Street, Troy, MO 63379

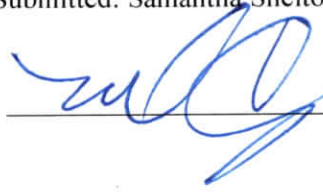

ADJOURN

Motion to Adjourn was made by Randy Davis and seconded by Tyler Schmieg.

ALL AYES – MOTION PASSED

Meeting Adjourned.

Respectfully Submitted: Samantha Shelton, Administrative Assistant

APPROVED:  ATTESTED:  DATE: 6/15/2023