

**Lincoln County Emergency Services
Board of Directors
Minutes of Regular Meeting
Thursday, June 15, 2023**

The Lincoln County Emergency Service Board of Directors held a meeting on Thursday, June 15, 2023, at the Cuivre River Electric Cooperative Building, pursuant to the agenda posted Wednesday, June 14, 2023.

Chairman Mike Cherry called the meeting to order at approximately 6:02 p.m. Present were Board of Directors Mike Cherry, Linda Sullivan, Steve Fair, Randy Davis, and Adam Stanek. Chairman Cherry determined a quorum was present. Lisa Sitler was present via phone and arrived in person later in the meeting. Tyler Schmieg arrived shortly after the meeting began.

Staff present: Executive Director James Roberts, Administrative Assistant Samantha Shelton, Attorney Justin Butler, Dispatcher/Supervisor Tiffany Hockerson, and Training Manager Lisa Goetsch who arrived later in the meeting.

Guests in Attendance: Randy Lambert (Lincoln County Sheriff's Office), Quentin Laws (Lincoln County Emergency Management), Fran Cueva (Motorola Solutions), Bryan Harper (NROUTE), David Hill (Lincoln County Sheriff's Office), Jen Kissinger (NAVIGATE), and John McCoy (Lincoln County Sherriff's Office).

APPROVAL OF AGENDA

Motion to approve the agenda was made by Linda Sullivan and seconded by Randy Davis
ALL AYES – MOTION PASSED

Tyler Schmieg arrived at this time.

Linda Sullivan discussed the cutting of hay on the new building property. Tyler Schmieg advised that no complaints have been made.

APPROVAL OF THE MINUTES

Motion to approve the minutes from the May 18, 2023 Regular Board Meeting was made by Linda Sullivan and seconded by Randy Davis.
ALL AYES – MOTION PASSED

PUBLIC COMMENT

Item 5.A. David Eversmeyer – Old Mailbox on Property

Mr. Eversmeyer was not present. Executive Director James Roberts explained Mr. Eversmeyer's request. The board agreed that Mr. Eversmeyer could have the old mailbox on the property of the new building site.

NEW BUSINESS

Item 6.A. Randy Lambert & Rick Harrell – Lincoln County Sheriff’s Department - Interoperability

Randy Lambert was present and spoke to the board about the many problems the Lincoln County Sheriff’s Office has with their current radios and radio system. Mr. Lambert stated that he felt that Dispatch should be the central location of the radios and communication system and asked for the board to help in upgrading their radios and radio system. Mr. Lambert stated that it was understood that the Sheriff’s Office would be responsible for any future additional radio purchases and expenses. Discussion was had at this time.

REPORT OF DIRECTORS, BOARD OFFICERS, AND LEGAL COUNSEL

Item 7.A. Directors Report – James Roberts

Line Items Explanation

Director James Roberts provided an explanation of the budget line item expenses as per the request of the board.

Critical Dispatch Training

Director James Roberts informed the board of upcoming Critical Dispatch Training that Training Manager Lisa Goetsch, as well as one of the dispatchers, would be attending.

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

Approval of the May 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 May 2023 Financial Reports was made by Linda Sullivan and second by Lisa Sitrler.

ALL AYES – MOTION PASSED

APPROVAL TO PAY BILLS

Motion to approve to pay the bills was made by Tyler Schmieg and seconded by Lisa Sitrler.

ALL AYES – MOTION PASSED

Linda Sullivan requested to remove the approval to pay bills from future agendas. The board agreed.

Item 7.C. Legal Counsel Report – Justin Butler

Attorney Justin Butler had nothing to report at this time.

Steve Fair requested to have the Board of Directors Report(s) on future agenda’s. The board agreed.

Steve Fair discussed smoking outside of the center and issues with cigarette butts on County property.

Steve Fair discussed the Lincoln County Fire All Call issues. Director James Roberts explained the process of re-training the dispatchers and that there had been no training prior to the changes.

Steve Fair discussed an incident that occurred in Hawk Point and his concerns with the dispatchers training. The board requested to see the training manual at the next board meeting.

Lisa Sitler arrived at this time.

UNFINISHED BUSINESS

Item 8.A. NROUTE/Motorola

Fran Cueva with Motorola Solutions and Bryan Harper with NROUTE were present. Discussion was had at this time.

Motion to go with the NROUTE/Motorola proposal was made by Randy Davis.

MOTION DIES FOR LACK OF SECOND

Discussion continued. It was stated that the proposal from NROUTE/Motorola was at state bid pricing. The board discussed and decided not to go out for additional bids. Financials were discussed. Adam Stanek recommended looking into taking smaller steps in an effort to move forward. It was suggested to separate the purchases by entity, beginning with the Sheriff's Department and Police Departments. NROUTE/Motorola worked on providing an updated quote.

ITEM TABLED TO LATER IN THE MEETING.

Item 8.B. Motorola CAD

Director James Roberts advised the board that the quote to upgrade to Motorola CAD was \$183,430.00, which exceeded his already approved limit of \$180,000.00.

Motion to accept the Motorola CAD quote at \$183,430.00 was made by Randy Davis and Seconded by Adam Stanek.

ALL AYES – MOTION PASSED

Item 8.C. Sales Tax

Motor Vehicle Sales Tax

Administrative Assistant Samantha Shelton gave an update on her progress in gathering the reports from the state. Ms. Shelton will continue to work with the state to gather the information pertaining to Motor Vehicle Sales Tax Revenue.

Item 8.D. Interoperability Systems Manager Position

Chairman Mike Cherry requested that Executive Director James Roberts expand on the "Interoperability" portion of the job description and for Mr. Roberts to send out the job description for approval by next Friday, June 23, 2023. Mr. Cherry stated that the board would approve the job description via email.

Motion to proceed in hiring an Interoperability Systems Manager was made by Steve Fair and seconded by Linda Sullivan.

ALL AYES – MOTION PASSED

Item 8.E. Mobile Dispatching Repairs

Executive Director James Robert's gave updates on the ongoing Mobile Dispatching repairs and reported that the repairs should be completed by the Lincoln County Fair. He is estimating the repairs to cost around \$5,000.00. Discussion of covered parking was had.

Item 8.F. Mileage Reimbursement Policy

Training Manager Lisa Goetsch provided the updated Mileage Reimbursement Policy. Discussion was had. It was recommended to increase the per diem to \$50.00 per day and the distance to 75 miles.

Motion to approve the Mileage Reimbursement policy with the requested amendments was made by Lisa Sitler and seconded by Adam Stanek.

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.

NEW BUILDING PROJECT

Item 9.A. Navigate Building Solutions

Design Services RFQ's

Project Manager Jen Kissinger with NAVIGATE Building Solutions explained the RFQ process and presented the recommendation of proceeding with JEMA for design services. Ms. Kissinger reported that the total project cost was estimated at around \$12,000,000.00 and provided a breakdown of expenses. She then recommended to proceed with the geotechnical investigation/material testing as well as to proceed with the conceptual and programming design phase with JEMA to see where cost can be minimized. Discussion was had. Financial Discussion was had. Administrative Assistant Samantha Shelton is to set up meetings with People's Bank & Trust and Bank of Old Monroe for the following week.

Motion to move forward with NAVIGATE's recommendations was made by Linda Sullivan and seconded by Randy Davis.

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.

UNFINISHED BUSINESS

Item 8.A. NROUTE/Motorola

NROUTE/Motorola provided an updated quote for upgrading radios for Law Enforcement in the amount of \$1,580,547.12. The City of Troy Police Department was excluded from the quote due to their recent purchase of upgraded, MOSWIN compatible radios. Discussion was had at this time. Attorney Justin Butler recommended talking to Accountant Sarah Burkemper about both matters, the new building project as well as the purchase of the radios. Financial discussions were had at this time.

Motion to approve the agreement provided by NROUTE in the amount of \$1,580,547.12, for Law Enforcement radios was made by Adam Stanek and seconded by Lisa Sitler.

Discussion was had at this time. It was stated by NROUTE that the system should be up and running by the end of the year into February of 2024.

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.

Motion to approve Chairman Mike Cherry to enter into the provided contract with NROUTE/Motorola Solutions was made by Lisa Sitler and seconded by Linda Sullivan.

Roll Call Vote:

Steve Fair	AYE	Linda Sullivan	AYE	Tyler Schmiege	AYE
Adam Stanek	AYE	Lisa Sitler	AYE	Randy Davis	AYE
AYES 6	NAYS 0	ABSENT 0			

MOTION PASSED 6 TO 0.

NEW BUILDING PROJECT

Item 9.B. Project Financing

Discussed in previous line Item 9.A.

Item 10.A. Closed Session

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

NEXT SCHEDULED BOARD MEETING ANNOUNCEMENT

Regular Meeting: Thursday, July 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: _____

