

**Lincoln County Emergency Services
Board of Directors
Minutes of Regular Meeting
Thursday, July 20, 2023**

The Lincoln County Emergency Service Board of Directors held a meeting on Thursday, July 20, 2023, at the Cuivre River Electric Cooperative Building, pursuant to the agenda posted Tuesday, July 18, 2023.

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

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

Guests in Attendance: Quentin Laws (Lincoln County Emergency Management), Mark Seigler, and John Armstrong (People's Bank & Trust).

APPROVAL OF AGENDA

*Motion to approve the agenda was made by Lisa Sitler and seconded by Randy Davis
ALL AYES – MOTION PASSED*

APPROVAL OF THE MINUTES

*Motion to approve the minutes from the June 15, 2023 Regular Board Meeting was made by Randy Davis and seconded by Lisa Sitler.
ALL AYES – MOTION PASSED*

PUBLIC COMMENT

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

NEW BUILDING PROJECT

Item 6.A. Navigate Building Solutions

Geotechnical Services

Executive Director James Roberts discussed the kick-off meeting with JEMA. He then informed the Board of the three (3) RFQ's that were received for Geotechnical Services and Navigates recommendation to proceed with PSI.

Motion to proceed with Navigates recommendation of PSI for Geotechnical Services and to authorize James Roberts to execute a contract with PSI on behalf of the Lincoln County Emergency Service Board was made by Steve Fair and seconded by Randy Davis.

Roll Call Vote:

<i>Steve Fair</i>	<i>AYE</i>	<i>Linda Sullivan</i>	<i>ABSENT</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 4 NAYS 0 ABSENT 2

MOTION PASSED 4 TO 0.

Item 6.B. Financing

Executive Director James Roberts discussed the meeting that were had with Bank of Old Monroe and People’s Bank and Trust pertaining to financing options for the New Building Project. Financing option information was provided to the Board for review. Administrative Assistant Samantha Shelton provided the Board with the entity’s Accountant Sarah Burkemper’s written recommendation. Mr. Roberts recommended proceeding with People’s Bank and Trust.

Discussion was had at this time.

Motion to proceed with People’s Bank & Trust for \$10,500,000.00 at a 25 Year Term, was made by Randy Davis and seconded by Lisa Sittler.

Discussion was had at this time

Roll Call Vote:

<i>Steve Fair</i>	<i>AYE</i>	<i>Linda Sullivan</i>	<i>ABSENT</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 4	NAYS 0	ABSENT 2			

MOTION PASSED 4 TO 0.

Administrative Assistant Samantha Shelton will contact Gilmore Bell with the decision.

Item 6.C. Infrastructure – Towers

Director Steve Fair discussed the repairs needed at the tower on Patterson School Road. Mr. Fair stated that A&W stated that they would provide a quote for the repairs. Discussion was had at this time on all towers and possible repairs. It was requested by Mr. Fair to inquire who owns the towers and to look into possibly purchasing the infrastructures. Discussion continued. Discussion of Radios was had. A&W to be put on the next agenda for their progress on putting together a quote for repairs.

Item 6.D. Sale of Barn

Director Steve Fair discussed getting rid of the barn that is on the property of the new building. Discussion of different options was had. Director Stanek recommended saving a couple pieces of the barn to incorporate into the new building.

Motion to put the sale and removal of the barn on the new building property out for bid was made by Randy Davis and seconded by Steve Fair.

Roll Call Vote:

<i>Steve Fair</i>	<i>AYE</i>	<i>Linda Sullivan</i>	<i>ABSENT</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 4	NAYS 0	ABSENT 2			

MOTION PASSED 4 TO 0.

NEW BUSINESS

There was no new business to discuss at this time.

UNFINISHED BUSINESS

Item 8.A. NROUTE/Motorola

Financing Options

Director James Roberts began the discussion of financing options for the approved contract with NROUTE/Motorola. Discussion was had.

Motion to pay for the approved contracted amount outright to avoid interest was made by Randy Davis.

MOTION DIES DUE TO LACK OF SECOND

Discussion was had at this time.

Motion to enter into a financial agreement with NROUTE/Motorola for the approved contracted amount was made by Randy Davis.

MOTION DIES DUE TO LACK OF SECOND

Discussion was had at this time. Director Randy Davis discussed the meeting that was had with Law Enforcement on their wants and needs. It was noted that it would be an additional expense for what they were requesting. It was requested to get a quote for the additional needs for Law Enforcement.

Motion to pay for the approved contracted amount out of pocket was made by Randy Davis and seconded by Steve Fair.

Roll Call Vote:

<i>Steve Fair</i>	<i>AYE</i>	<i>Linda Sullivan</i>	<i>ABSENT</i>	<i>Tyler Schmieg</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 4	NAYS 0	ABSENT 2			

MOTION PASSED 4 TO 0.

Item 8.B. Motor Vehicle Sales Tax

Administrative Assistant Samantha Shelton reported on the continued communications with the Missouri Department of Revenue on retrieving the appropriate data pertaining to Motor Vehicle Sales Tax. Ms. Shelton will continue communications until the correct data is retrieved.

Item 8.C. Interoperability Systems Manager Position

Executive Director James Roberts provided an update on the search for an Interoperability System Manager Position.

ITEM TABLED TO THE NEXT BOARD MEETING

Item 8.D. Mobil Dispatch Center Repairs

Executive Director James Roberts reported that the major Mobil Dispatch Center repairs were completed prior to the Lincoln County Fair. He then stated that there are a few final repairs that will be finished in the near future.

REPORT OF DIRECTORS, BOARD OFFICERS, AND LEGAL COUNSEL

Item 9.A. Directors Report – James Roberts

Lincoln County Fair

Director James Roberts reported that dispatching went well at the Lincoln County Fair and that the new camera system worked well.

Grants

Director James Roberts informed the board that the RSOCH Grant that the entity applied for was approved to be fully funded. Mr. Roberts stated that the entity would be looking into additional grant funding options.

SEMA Conference

Director James Roberts announced that the upcoming SEMA Conference would be focusing a lot on grant funding that he, alongside Training Manager Lisa Goetsch and Administrative Assistant Samantha Shelton, would be attending the conference to gain information on possible grant funding.

Kick-off Meeting

Director James Roberts had previously discussed the kick-off meeting that was held with JEMA. He reiterated that the meeting went well and that it was a good start to the planning stages. Additional meetings with JEMA are scheduled for every two (2) weeks.

Employee Updates

Director James Roberts informed the Board that their newest dispatcher has resigned and that there were five (5) applicant interviews scheduled for the following week.

Item 9.B. Treasurer's Report – Adam Stanek

Approval of the June 2023 Financial Reports

Administrative Assistant Samantha Shelton provided the Financial Reports via email as well as paper copies.

Motion to approve the June 2023 Financial Reports was made by Lisa Sitler and second by Steve Fair.

ALL AYES – MOTION PASSED

Item 9.C. Legal Counsel Report – Justin Butler

Attorney Justin Butler reported on the JEMA Contract and stated that the issues with the contract would be resolved in the near future.

Item 9.D. Board of Director(s) Reports

Director Steve Fair asked Attorney Justin Butler about the legalities of a proxy vote. Discussion was had at this time. Mr. Butler will review the by-laws and provide information for discussion at the next regular board meeting.

ITEM TABLED TO THE NEXT BOARD MEETING

Director Steve Fair requested an update on dispatching for Lincoln County Fire. Executive Director James Roberts provided an update on the continuing education on the new process.

Director Steve Fair inquired about cameras on the current dispatch center. Director Adam Stanek stated that cameras have been on the building for some time. Discussion was had at this time.

Director Steve Fair inquired about the sign in sheet for officers entering the building. Director James Roberts stated that it was used at first but has been brushed under the rug over time.

Director Steve Fair reported that the FCC information has been updated and renewed.

CLOSED SESSION

Item 10.A. Closed Session

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

NEXT SCHEDULED BOARD MEETING ANNOUNCEMENT

Regular Meeting: Thursday, August 17, 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 Lisa Sitler and seconded by Randy Davis.

Meeting Adjourned.

Respectfully Submitted: Samantha Shelton, Administrative Assistant

APPROVED: _____

ATTESTED: _____

DATE: _____

  