

**Lincoln County Emergency Services
Board of Directors
Minutes of Special Meeting
Wednesday, September 13, 2023**

The Lincoln County Emergency Service Board of Directors held a special meeting on Wednesday, September 13, 2023, at the Dispatch Center Conference Room, pursuant to the agenda posted Tuesday, September 12, 2023.

Chairman Mike Cherry called the meeting to order at approximately 6:05 p.m. Present were Board of Directors Mike Cherry, Lisa Sitler, Linda Sullivan, Tyler Schmiege, Steve Fair, and Adam Stanek. Randy Davis was absent at this time. Chairman Cherry determined a quorum was present.

Staff present: Executive Director James Roberts, Administrative Assistant Samantha Shelton, Attorney Justin Butler, and Training Manager Lisa Goetsch.

Guests in Attendance: Shannon Creighton (Gilmore Bell), and James Johnson.

APPROVAL OF AGENDA

Administrative Assistant Samantha Shelton advised the board of amendments made to the agenda. Amendments include the addition of Item 4.A.2. Approval of JEMA Invoices. *Motion to approve the amended agenda was made by Adam Stanek and seconded by Linda Sullivan.*

ALL AYES – MOTION PASSED

NEW BUILDING PROJECT

Item 6.A. Navigate Building Solutions

RFQ Approval

Executive Director James Roberts requested permission from the board to sign the RFP for the Consuls as well as RFP for the Communication Consultant.

Motion to approve for Executive Director James Roberts to sign both of the RFP's was made by Linda Sullivan and seconded by Lisa Sitler.

Discussion was had.

Motion was amended to approve for Executive Director James Roberts to sign the RFP for Consuls as well as the RFP for the Communication Consultant and for Mr. Roberts to send the Board the RFP's to review prior to sending out, 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>AYE</i>
<i>Adam Stanek</i>	<i>AYE</i>	<i>Lisa Sitler</i>	<i>AYE</i>	<i>Randy Davis</i>	<i>ABSENT</i>
<i>AYES 5</i>	<i>NAYS 0</i>	<i>ABSENT 1</i>			

MOTION PASSED 5 TO 0.

Approval of JEMA Invoices

a. Invoice No. 23-1729.00-001

b. Invoice No. 23-1729.00-002

Executive Director James Roberts explained the JEMA invoices that were provided by Navigate. Discussion was had on how to pay the provided invoices.

Motion to approve to pay the invoices now and to not roll it into the project lease purchase was made by Tyler Schmieg and seconded by Steve Fair.

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>ABSENT</i>
<i>AYES 5</i>	<i>NAYS 0</i>	<i>ABSENT 1</i>			

MOTION PASSED 5 TO 0.

Item 6.B. Financing

Authorization of PB&T Project Fund and Authorized Account Signers

Administrative Assistant Samantha Shelton explained PB&T requirements for opening an account.

Motion to authorize Executive Director James Roberts and Treasurer Adam Stanek to open a Project Fund with People's Bank & Trust, and to authorize Executive Director James Roberts and Treasurer Adam Stanek as signers for such account was made by Tyler Schmieg 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>ABSENT</i>
<i>AYES 5</i>	<i>NAYS 0</i>	<i>ABSENT 1</i>			

MOTION PASSED 5 TO 0.

Resolution No. 23-04 Authorizing LCES to enter into a Lease Purchase Transaction with PB&T

a. Base Lease

b. Lease Purchase Agreement

c. Federal Tax Certificate

d. Account Control Agreement

e. Tax Compliance Procedure

f. Miscellaneous closing documents and opinions

Shannon Creighton with Gilmore Bell introduced herself and explained her request to consider the approval of the resolution and the exhibited documents. Discussion was had. Ms. Creighton went over the financing structure for a political subdivision and all of the included documents.

Motion to approve Resolution No. 23-04 Authorizing LCES to enter into a Lease Purchase Transaction with PB&T was made by Tyler Schmieg 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>ABSENT</i>
<i>AYES 5</i>	<i>NAYS 0</i>	<i>ABSENT 1</i>			

MOTION PASSED 5 TO 0.

UNFINISHED BUSINESS

Item 5.A. Interoperability Systems Manager Position

Executive Director James Roberts advised that there had been one applicant for the position. Discussion was had regarding the position. James “Jim” Johnson entered the meeting and was interviewed by the Board.

Motion to close open and open closed session was made by Lisa Sitler and seconded by Tyler Schmieg.

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>ABSENT</i>
<i>AYES 5</i>	<i>NAYS 0</i>	<i>ABSENT 1</i>			

MOTION PASSED 5 TO 0.

CLOSED SESSION

Item 6.A. Closed Session

Notice was 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, and 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 Lisa Sitler and seconded by Linda Sullivan.

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>ABSENT</i>
<i>AYES 5</i>	<i>NAYS 0</i>	<i>ABSENT 1</i>			

MOTION PASSED 5 TO 0.

Chairman Mike Cherry announced that a decision to hire Mr. James Johnson as the Interoperability Systems Manager was made and that Mr. Johnson accepted the offer for the position.

NEXT SCHEDULED BOARD MEETING ANNOUNCEMENT

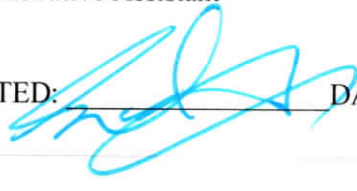
Regular Meeting: Thursday, September 21, 2023 at 18:00 (6:00pm)
Cuivre River Electric Cooperative Building, Community Room
1112 East Cherry Street, Troy, MO 63379

ADJOURN

Motion to Adjourn was made by Linda Sullivan and seconded by Lisa Sitler.

Meeting Adjourned.

Respectfully Submitted: Samantha Shelton, Administrative Assistant

APPROVED:  ATTESTED:  DATE: 9/21/2023