

**Lincoln County Emergency Services
Board of Directors
Minutes of Regular Meeting
Thursday, September 21, 2023**

The Lincoln County Emergency Service Board of Directors held a meeting on Thursday, September 21, 2023, at the Cuivre River Electric Cooperative Building, pursuant to the agenda posted Wednesday, September 20, 2023.

Chairman Mike Cherry called the meeting to order at approximately 6:00 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 and Tyler Schmiege were excused/absent at this time.

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

Guests in Attendance: Mark Seigler (Hawk Point Fire Protection District), David Reagan (Local 42), Michael Chasteen (Lincoln County Sheriff's Office), Quentin Laws (Lincoln County Emergency Management), Eric Dunlap (Priority One Towing).

APPROVAL OF AGENDA

*Motion to approve the agenda was made by Adam Stanek and seconded by Linda Sullivan.
ALL AYES – MOTION PASSED*

APPROVAL OF THE MINUTES

Director Steve Fair requested to change page three (3), line two (2), of the August 17, 2023 Minutes, to state his name rather than Randy Davis' name. Both parties believe they are the one who made the statement. Administrative assistant Samantha Shelton will review the audio from the meeting and make the appropriate amendments. Ms. Shelton will provide the minutes for approval at the next regular Board Meeting.

*Motion to approve the open and closed minutes from the September 13, 2023, Special Board Meeting was made by Adman Stanek and seconded by Linda Sullivan.
ALL AYES – MOTION PASSED*

PUBLIC COMMENT

David Reagan with the Lincoln County Sheriff's Office requested information on the officer shooting after-action meeting and reports. Executive Director James Roberts stated that there was an after-action meeting that was held by Lincoln County Emergency Management. Quinten Laws with Lincoln County Emergency Management stated that a report was being developed from the meeting and that he would be sending it out to all agencies upon completion. The Lincoln County Emergency Services Board also requested a copy of the report.

NEW BUILDING PROJECT

Item 6.A. Navigate Building Solutions

Professional Service Industries, Inc. (PSI) Invoice No. 00891336: \$12,125.00

Executive Director James Roberts provided an update from Navigate as well as reported on the floor plan design process. Mr. Roberts then explained the invoice received from PSI. Discussion was had.

Motion to pay Invoice No. 00891336 in the amount of \$12,120.00 out of pocket and to not include the payment in the lease purchase for the project, 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>ABSENT</i>
<i>Adam Stanek</i>	<i>AYE</i>	<i>Lisa Sitler</i>	<i>ABSENT</i>	<i>Randy Davis</i>	<i>AYE</i>
<i>AYES 4</i>	<i>NAYS 0</i>	<i>ABSENT 2</i>			

MOTION PASSED 4 TO 0.

Discussion was had regarding to project billing. The Board requested that Administrative Assistant Samantha Shelton provide and updated New Building Project expense report at every meeting.

Item 6.B. Demolition/Sale of Barn

Administrative Assistant Samantha Shelton reported that there has been no response to the sale and removal of the barn and its contents. Next steps were discussed. The Board agreed to proceed with soliciting bids for the demolition of the barn.

UNFINISHED BUSINESS

Item 7.A. Radio Systems Project

Director James Roberts provided an update on the Radio Systems Project. Discussion was had regarding the timeline of the project. Concerns that Troy Police Department's radios wouldn't work with the future system as well as communications issues with the schools were discussed. Discussion of challenges was had. Director Steve Fair requested that all entities provide a plan to the Lincoln County Emergency Services Board prior to programming. Discussion of tower sites was had. Director James Roberts advised that there has been difficulties figuring out who owns the Patterson School Road Tower. The Lincoln County Assessor has been assisting in finding the owner. Attorney Justin Butler recommended having a title search done for the property. Discussion of communication and future plans was had.

REPORT OF DIRECTORS, BOARD OFFICERS, AND LEGAL COUNSEL

Item 8.A. Directors Report – James Roberts

Executive Director James Roberts provided updates on new employees. He also advised of the tour to occur of the Franklin County 911/EOC center and welcomed the Board to join in on the tour. Mr. Roberts informed the Board that he was looking into a different software called Power DMS for time clock, scheduling, and document locker features. He informed the Board that he had completed the Chain of Command for the center and also provided updates on the CAD System. Discussion on the system and communication between entities was had.

A&W Communications Invoice(s)

Director James Roberts went over the invoices received by A&W Communications. Discussion was had. Mr. Roberts then explained the system that was installed by A&W Communications.

Motion to pay the current bill and to look for another vendor was made by Randy Davis.

NO SECOND – MOTION DIES

Discussion was had. Administrative Assistant Samantha Shelton suggested inquiring with A&W Communications about separating the invoice to have two (2) separate invoices for the two (2) separate projects.

Motion to have A&W Communication separate the Invoice was made by Randy Davis.
NO SECOND – MOTION DIES

Discussion was had.

Motion to pay the AVL portion of the invoice upon receipt of separate invoices.
NO SECOND – MOTION DIES

Discussion was had.

Motion to pay the invoice as is 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>AYE</i>	<i>Tyler Schmieg</i>	<i>ABSENT</i>
<i>Adam Stanek</i>	<i>AYE</i>	<i>Lisa Sitler</i>	<i>ABSENT</i>	<i>Randy Davis</i>	<i>AYE</i>

AYES 4 NAYS 0 ABSENT 2

MOTION PASSED 4 TO 0.

Item 8.B. Treasurer’s Report – Adam Stanek

Approval of the August 2023 Financial Reports

Administrative Assistant Samantha Shelton provided the Financial Reports via email as well as paper copies. Director Adam Stanek read aloud the reports.

Motion to approve the August 2023 Financial Reports was made by Steve Fair and second by Randy Davis.

ALL AYES – MOTION PASSED

Item 8.C. Legal Counsel Report – Justin Butler

Attorney Justin Butler recommended contacting a local title company to do a title search on the tower sites that were in question of ownership. The Board agreed to do so.

Item 8.D. Board of Director(s) Reports

The Board of Directors had nothing to report at this time.

CLOSED SESSION

Item 9.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.

Motion to close closed and open open session 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>AYE</i>	<i>Tyler Schmieg</i>	<i>ABSENT</i>
<i>Adam Stanek</i>	<i>AYE</i>	<i>Lisa Sitler</i>	<i>ABSENT</i>	<i>Randy Davis</i>	<i>AYE</i>

AYES 4 NAYS 0 ABSENT 2

MOTION PASSED 4 TO 0.

NEXT SCHEDULED BOARD MEETING ANNOUNCEMENT

Regular Meeting: Thursday, October 19, 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 Randy Davis.

Meeting Adjourned.

Respectfully Submitted: Samantha Shelton, Administrative Assistant

APPROVED: _____ ATTESTED: _____ DATE: _____