

**BOONE COUNTY FIRE PROTECTION DISTRICT
CLOSED and SPECIAL OPEN BOARD MINUTES
May 5, 2016**

The Board of Directors of the Boone County Fire Protection District met on Thursday, May 5, 2016 at 4:00 PM. Those present were: Chairman David Griggs, Board Member John Sam Williamson, Board Member Keith Schnarre, Board Member David Shorr, Fire Chief Scott Olsen, Bureau Director Gale Blomenkamp, Bureau Director Josh Creamer and Bureau Director Shawna Schnieders.

Chairman Griggs called the meeting to order at 4:12 p.m.

A motion was made by Board Member Schnarre to adjourn into Closed Session. Motion seconded by Board Member Shorr. A roll call vote was taken

Board Member Schnarre – Yes
Board Member Shorr - Yes
Board Member Williamson – Yes
Chairman Griggs – Yes

Bureau Director Creamer stated that the Station 13 Land purchase was continuing and that the appraisal had been completed. A motion was made by Board Member Schnarre to authorize Staff to discuss with land owners terms and conditions as presented by Attorney Parshall contract not to exceed \$10,000 and authorize the Chairman to sign the agreement as necessary. Motion seconded by Board Member Williamson. Discussion was held regarding personal use and a rear access. Discuss with Attorney Parshall to add to the contract access for personal use of the owners only. No further discussion. A roll call vote was taken:

Board Member Schnarre – Yes
Board Member Shorr - Yes
Board Member Williamson – Yes
Chairman Griggs – Yes

Bureau Director Schnieders stated they had received nearly 40 applications and conducted 10 interviews for the Administrative Assistant position. She would like approval to offer the position to Gina Henry. A motion was made by Board Member Williamson to authorize the hiring of Gina Henry as the Administrative Assistant to Field Operations and Training at Non-Exempt 1 Step 1 on the pay scale. Motion seconded by Board Member Schnarre. No further discussion. A roll call vote was taken:

Board Member Schnarre – Yes
Board Member Shorr - Yes
Board Member Williamson – Yes
Chairman Griggs – Yes

Bureau Director Creamer stated that staff had received about 12 applications for the Division Manager position. Bureau Director Creamer would like to recommend Darren Day for the position. had r stated that the change orders that we currently have are not the finalized change orders, as there were some issues with overhead and profit that needed to be fixed and the architect has not sent those over as of yet. Board Member Shorr felt that due to these being legal documents it would be best to table the change orders until all corrections and final documents were available.

Chief Olsen stated we had received construction bids for Phase II of the bond projects. Phase II is the safe/fitness rooms at Stations 1, 2, 4, and 9. The lowest bid was Curtiss Manes Schulte in the amount of \$554,711.00. Staff would also like to complete the alternates that were bid for A1, A2, A3, B1 and

B2 totaling \$59,862.00 for a total contract price of \$614,573.00. A motion was made by Board Member Shorr to accept the bid by Curtiss Manes Schulte in the amount of \$614,573.00 inclusive of alternates A1, A2, A3, B1 and B2 for a total of \$614,573.00 and authorize the Chairman to sign the contract. Motion was seconded by Board Member Schnarre. No further discussion. A roll call vote was taken:

Board Member Schnarre – Yes
Board Member Shorr - Yes
Board Member Williamson – Yes
Chairman Griggs – Yes

The Board of Directors would like a listing of the apparatus that had been taken to auction with the associated sale price.

Chief Olsen stated that a survey needs to be done at the Training Center.

Board Member Williamson made a motion to adjourn at 5:45 p.m.

Approved by:

Shawna Schnieders
Acting Secretary

David Griggs
Chairman