

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. Bureau Director Schnieders would like to recommend Gina Henry for the Administration Assistant position. 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. A motion was made by Board Member Williamson to authorize the hiring of Darren Day as the Division Manager of Field Ops and Training at Exempt 2 step 1 on the pay scale. No further discussion. A roll call vote was taken:

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

A motion was made by Board Member Schnarre to adjourn closed session and return to open 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 Schnieders presented the Change Orders 2 – 8 from Phase I Construction from Curtiss Manes Schulte. The change orders have been corrected, Staff and Attorney Parshall have reviewed for accuracy. A motion was made by Board Member Schnarre to approve and authorize the chairman to sign Change Orders 2 – 8 as presented for Phase I construction by Curtiss Manes Schulte. Motion seconded by Board Member Shorr. 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 staff had opened bids for 2016/2017 propane. Staff received two bids. Staff recommends accepting the bid from Gygr Gas in the amount of \$.69/gallon. A motion was made by Chairman Griggs to accept the bid from Gygr Gas in the amount of \$.69/gallon beginning September 1, 2016. Motion seconded by Board Member Shorr. 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 PW Architects and staff felt that we are at a point to pursue bids for Phase IV of the bond facilities project which is Station 16. A motion was made by Board Member Shorr to authorize the bid issuance for Station 16. 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

Discussion was held as to community members for the open board position. Board Member would like to interview four people Kelly Frink, Lana Brooks, Herb Stanley and Michelle Spry.

Board Member Williamson made a motion to adjourn at 4:55 p.m.

Approved by:

Shawna Schnieders
Acting Secretary

David Griggs
Chairman