

**BOONE COUNTY FIRE PROTECTION DISTRICT
CLOSED and OPEN BOARD MEETING MINUTES
July 20, 2016**

The Board of Directors of the Boone County Fire Protection District met on Wednesday, July 20, 2016 at 5:00 PM at the Administration Office located at 2201 I-70 Drive NW, Columbia, Missouri. Those present were: Chairman Dave Griggs, Board Member John Sam Williamson, Board Member Keith Schnarre, Board Member David Shorr, Board Member Bill Watkins, Fire Chief Scott Olsen, Bureau Director Gale Blomenkamp, Bureau Director Josh Creamer, Attorney Jeff Parshall and Bureau Director Shawna Schnieders.

Chairman Griggs called the meeting to order at 5:00 p.m.

A motion was made by Board Member Williamson to adopt the agenda as presented. Motion seconded by Board Member Schnarre. No further discussion. A roll call vote was taken:

- Board Member Keith Schnarre – Yes
- Board Member David Shorr – Yes
- Board Member John Sam Williamson – Yes
- Board Member Bill Watkins - Yes
- Chairman David Griggs – Yes

Board Member Keith Schnarre administered the Oath of Office to Mr. Bill Watkins. Mr. Watkins will take over Phyllis Fugit's term for the board which will be up for election in April, 2018.

Chairman Griggs referred the Station Lieutenant process to Bureau Director Creamer. Bureau Director Creamer stated that a process had been completed for Lieutenant at Station 1 and a recommendation was made that Firefighter Stephen Dunkin be promoted to Lieutenant. A motion was made by Board Member Schnarre to promote Firefighter Stephen Dunkin to Lieutenant at Station 1. Motion seconded by Board Member Shorr. No further discussion. A roll call vote was taken:

- Board Member Keith Schnarre – Yes
- Board Member David Shorr – Yes
- Board Member John Sam Williamson – Yes
- Board Member Bill Watkins - Yes
- Chairman David Griggs – Yes

Chairman Griggs called for public comment, no public comment.

A motion was made by Board Member Williamson to go into closed session at 5:05PM. Motion seconded by Board Member Shorr. No further discussion. A roll call vote was taken:

- Board Member Keith Schnarre – Yes
- Board Member David Shorr – Yes
- Board Member John Sam Williamson – Yes
- Board Member Bill Watkins - Yes

Chairman David Griggs – Yes

Discussion was held regarding the Station 13 land acquisition.

A motion was made by Board Member Schnarre at 5:40PM to adjourn closed session. Motion seconded by Board Member Williamson. A roll call vote was taken:

Board Member Keith Schnarre – Yes
Board Member David Shorr – Yes
Board Member John Sam Williamson – Yes
Board Member Bill Watkins - Yes
Chairman David Griggs – Yes

A motion was made by Board Member Williamson to accept the June 15, 2016 regular minutes as presented. Motion seconded by Board Member Schnarre. No further discussion. A roll call vote was taken:

Board Member Keith Schnarre – Yes
Board Member David Shorr – Yes
Board Member John Sam Williamson – Yes
Board Member Bill Watkins - Yes
Chairman David Griggs – Yes

Board Member Williamson presented the June, 2016 Financial Reports. The June 2016 Financial Reports were accepted as presented.

Bureau Director Creamer gave an update on the apparatus stating that we have received all engines, tankers and brush trucks. The squad chassis are completed and they are currently working on the boxes due for delivery in October, 2016. He also stated that Rosenbauer had chosen our trucks as the centerfold for their August, 2016 magazine edition.

Bureau Director Creamer stated that the Phase IA construction at Station 14 had completed the final walk through, waiting on a few pieces of documentation to complete. Phase I projects are continuing to move along nicely, hoping to do a final punch list at Station 10 the second week of August. Phase II projects are all moving along nicely. Phase IV bids were opened and we will discuss that further in the meeting.

Chief Olsen stated that the Governor had frozen all of the \$1.2 million dollars that had been allocated for Missouri Task Force 1 in the state budget. At this time, staff was exploring options, as there is an exercise planned with the Missouri National Guard and CERF-P in September, 2016.

Chairman Griggs referred the 2016-2 Recruit Eligibility addition to Bureau Director Creamer. Bureau Director Creamer stated that due to the bond issue addition of rooms to the stations, that this recruit class eligibility rested heavily on residents for those stations. That being said, there was one person that was no longer interested in residency, however, Luci Indelikato had been a late applicant and was interested in immediate residency. A motion was made by Board Member Williamson to authorize offering membership to Luci Indelikato for the 2016-2

recruit class upon successful completion of health and wellness physical and background screening. Motion seconded by Board Member Shorr. No further discussion. A roll call vote was taken:

- Board Member Keith Schnarre – Yes
- Board Member David Shorr – Yes
- Board Member John Sam Williamson – Yes
- Board Member Bill Watkins - Yes
- Chairman David Griggs – Yes

Chairman Griggs referred the Phase IV Station 16 bid discussion to Chief Olsen. Chief Olsen stated we had received seven bids of which Curtiss Manes Schulte was the low base bid at a cost of \$1,373,700.00. Both staff and the architect would like for the board to approve Curtiss Manes Schulte's bid for the Phase IV Station 16 addition. A motion was made by Board Member Schnarre to accept Curtiss Manes Schulte's bid in the amount of \$1,373,700.00 and authorize the Chairman to sign the agreement. Motion was seconded by Board Member Shorr. No further discussion:

- Board Member Keith Schnarre – Yes
- Board Member David Shorr – Yes
- Board Member John Sam Williamson – Yes
- Board Member Bill Watkins - Yes
- Chairman David Griggs – Yes

Chairman Griggs referred the Tranquility internet agreement discussion to Bureau Director Schnieders. Bureau Director Schnieders stated this is the annual agreement for Tranquility to provide us with the google application for email and needed internet services. A motion was made by Board Member Shorr to approve the agreement with Tranquility Internet Solutions, Inc. as presented and authorize the Chairman to sign. Motion was seconded by Board Member Watkins. No further discussion. A roll call vote was taken:

- Board Member Keith Schnarre – Yes
- Board Member David Shorr – Yes
- Board Member John Sam Williamson – Yes
- Board Member Bill Watkins - Yes
- Chairman David Griggs – Yes

Bureau Director Blomenkamp stated that Building 6 at the training center had been identified as a resource that would be useful to house training trucks. In order to do so, there had to be a constant temperature that would not drop below 40 degrees. Bureau Director Blomenkamp referred the board to the RFP in their packet regarding the project. Staff would like to submit for proposals to remodel this building to meet the needs for the identified project. A motion was made by Board Member Schnarre to authorize staff to advertise for proposal the Building 6 project as presented in the RFP. Motion was seconded by Board Member Williamson. No further discussion. A roll call vote was taken:

- Board Member Keith Schnarre – Yes
- Board Member David Shorr – Yes
- Board Member John Sam Williamson – Yes
- Board Member Bill Watkins - Yes

Chairman David Griggs – Yes

Fire Chief Olsen stated that he was in discussions with Consolidated Water regarding the regulation check valve they were requesting be added to the Station 7.

Bureau Director Schnieders referred the board to the packet of information she handed out regarding the budgeting processes, justifications for income and expenditures. These items will be discussed during the August 4, 2016 special open meeting.

The following are other meetings/items that are scheduled:

August 4, 2016 - 4:00 PM Special Open Meeting

August 17, 2016 – 5:30 PM Monthly Board Meeting and Public Hearing

Meeting adjourned at 6:47 PM.

Respectfully Submitted,

Approved by:

Shawna Schnieders
Administrative Services Bureau Director

David Griggs
Chairman