

BOONE COUNTY FIRE PROTECTION DISTRICT
OPEN BOARD MEETING MINUTES
June 21, 2017

The Board of Directors of the Boone County Fire Protection District met on Wednesday, June 21, 2017 at 5:30 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 Josh Creamer, Attorney Jeff Parshall and Bureau Director Shawna Schnieders.

Chairman Griggs called the meeting to order at 5:30 p.m.

Chairman Griggs called for changes or additions to the agenda. Request to add the Squad Leader Position discussion to new business on the agenda. Agenda was accepted as amended.

Chairman Griggs called for public comment. No public comment.

Chairman Griggs introduced Auditor Heidi Chick with Williams Keepers, Inc. Mrs. Chick presented the board with the Fiscal Year 2016 Audit and summary to the board. Board Member Schnarre made a motion to accept the audit as presented. 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

A motion was made by Board Member Williamson to accept the April 28, 2017 special emergency session minutes as presented. Motion seconded by Board Member Shorr. No further discussion. A roll call vote was taken:

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

A motion was made by Board Member Schnarre to accept the May 17, 2017 regular session minutes as presented. Motion 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

A motion was made by Board Member Shorr to accept the May 26, 2017 special open meeting minutes as presented. Motion seconded by Board Member Williamson. No further discussion. A roll call vote was taken:

- Board Member Keith Schnarre – Abstain

Board Member David Shorr – Yes
Board Member John Sam Williamson – Yes
Board Member Bill Watkins – Abstain
Chairman David Griggs – Yes

A motion was made by Board Member Shorr to accept the June 1, 2017 special open meeting 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 – Abstain
Chairman David Griggs – Yes

Board Member Williamson presented the May 2017 Financial Reports. The May 2017 Financial Reports were accepted as presented.

Chairman Griggs referred the bond issue updates to Bureau Director Creamer. Bureau Director Creamer stated that all apparatus is in place. During the May meeting a request for additional squad equipment for S904 was requested and should be loaded and ready to put into service in August. Station 13 will have its final walk through on Friday, June 23, 2017 hoping to open in early to mid-July.

Chairman Griggs turned the SEMA reconciliation and purchase orders over to Bureau Director Schnieders. Bureau Director Schnieders stated that the fiscal year 2017 state appropriations had been expended and all items had been paid for in accordance with our purchasing policy and the reconciliation as was requested during the June 1, 2017 meeting is as presented. A motion was made by Board Member Schnarre to authorize the following Purchase Orders:

2016-6843 Force 6 - \$13,555.00
2016-6846 Atlantic Signal \$17,668.00
2016-6809 Lifesaving Systems Corp \$11,559.68
2016-6833 Municipal Emergency Services \$16,387.52
2016-6829 Gibson & Barnes \$28,791.21
2016-6891 ESRI \$11,363.00
2016-6820 Fabick \$172,753.00
2016-6875 Atlanta Drone Group \$14,796.00

Motion 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

Bureau Director Creamer stated that the 2017-2 recruit class interviews had taken place. Bureau Director Creamer referred the board to the Recruit Eligibility List requesting that the board approve the list of individuals for membership with the successful completion of background screening and health and wellness physicals. A motion was made by Board Member Schnarre to authorize membership as presented on the 2017-2 Recruit Eligibility List in accordance with staffs final decision and successful completion of background screening and health and wellness physicals. 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 paramedic agreement to Bureau Director Schnieders. Bureau Director Schnieders stated Attorney Parshall had reviewed and approved two of the three and the third is our template agreement. A motion was made by Board Member Shorr to approve the paramedic agreements from Christian Hospital, Bothwell Hospital and Clark County Ambulance and authorize the Chairman to sign. Motion 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

Chairman Griggs referred the propane bids to Bureau Director Schnieders. Bureau Director Schnieders stated staff had received three bids as presented and that Gyger Gas was the low bid with \$.86/gallon. A motion was made by Board Member Shorr to accept the bid from Gyger Gas in the amount of \$.86 per gallon for propane for the September 1, 2017 – August 31, 2018 term. 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

Fire Chief Olsen referred the Board to the Task Force Administrative Readiness Evaluation document. Chief Olsen explained the process that was completed June 6 – 7, 2017. The Task Force is fully mission capable and will work through the requirements and recommendations as presented.

Fire Chief Olsen stated that during the Task Force Administrative Readiness Evaluation a recommendation was made to request a lease between Missouri Task Force 1 and Boone County Fire Protection District for the rental space that MO-TF1 utilizes. Attorney Parshall drew up an agreement as presented. Additional changes will be made the agreement and will be presented during the July, 2017 regular session.

Chairman Griggs referred the Conflict of Interest Ordinance to Bureau Director Schnieders. Bureau Director Schnieders stated Attorney Parshall had drawn this agreement up a few years ago, as it must be approved and submitted every other year. A motion was made by Board Member Schnarre to Authorize the Conflict of Interest Ordinance as presented and authorize the Chairman to sign. 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 Bobcat discussion to Chief Olsen. Chief Olsen stated that the skid steer that the Fire District currently owns had an engine failure and the cost to repair is more than the value of the machine. A motion was made by Board Member Williamson to authorize the purchase of the 2013 T603 open cab Bobcat from Bobcat of Columbia 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

Fire Chief Olsen stated that the squad leader discussion was just a question as to how the board would like to see that presented. The squad leader position can be a very fluid position. The Board would like a monthly update of squad leaders.

Chairman Griggs referred the Board to their packets regarding the monthly reports.

The following other events/meetings are scheduled:

June 29, 2017 – 7:00 PM Summer Recruit Class Graduation – NE Classroom
July 6, 2017 – 4:00 PM Special Open Session (Budget)
July 19, 2017 - 5:30 PM Monthly Board Meeting

Meeting adjourned at 7:40 PM.

Respectfully Submitted,

Approved by:

Shawna Schnieders
Administrative Services Bureau Director

David Griggs
Chairman