

**BOONE COUNTY FIRE PROTECTION DISTRICT**  
**SPECIAL OPEN MEETING MINUTES**  
**August 4, 2016**

The Board of Directors of the Boone County Fire Protection District met on Thursday, August 4, 2016 at 4:00 PM at the Administration Office located at 2201 I-70 Drive NW, Columbia, Missouri. Those present were: Chairman Dave Griggs, Board Member Keith Schnarre, Board Member David Shorr, Board Member Bill Watkins, 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 4:00 p.m.

A motion was made by Board Member Schnarre to adopt the agenda with the addition of the Everbridge Purchase Order approval. 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 – Absent
- Board Member Bill Watkins - Yes
- Chairman David Griggs – Yes

Chairman Griggs referred the Vehicle Operations policy discussion to Bureau Director Creamer. Bureau Director Creamer stated that included in the board's packet was the policy with the highlighted addition to the current policy. This addition would provide that the Fire District will govern the speed limit of apparatus as suggested by NFPA1901 based upon each apparatus GVW. A motion was made by Board Member Schnarre to approve the Vehicle Operations policy as presented. 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 – Absent
- Board Member Bill Watkins - Yes
- Chairman David Griggs – Yes

Bureau Director Creamer stated that staff had reviewed the radio permit policy and that the Fire District would like to revoke the policy as we no longer want to issue portable radio permits. A motion was made by Board Member Schnarre when the time is appropriate the Radio Permit policy will be revoked and the board notified of the same. 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 – Absent
- Board Member Bill Watkins - Yes
- Chairman David Griggs – Yes

Chief Olsen stated that Attorney Parshall had rewritten the Station 13 land purchase agreement after discussions from the July closed session. Chief Olsen referred the board to their packet document for review and approval. A motion was made by Board Member Griggs to authorize the board attorney to pursue the easement language subject to completion and signature of the purchase agreement and authorize the chairman to execute the agreements. 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 – Absent
- Board Member Bill Watkins - Yes
- Chairman David Griggs – Yes

Bureau Director Creamer stated that the Station 16 Storm Water Maintenance Agreement is the same agreement we signed for Station 10 and Attorney Parshall has reviewed and approved. A motion was made by Board Member Shorr to accept the agreement as presented and authorize the Chairman to sign the same. 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 – Absent
- Board Member Bill Watkins - Yes
- Chairman David Griggs – Yes

Bureau Director Creamer state the Station 16 DNR e-filing permit had been reviewed by Attorney Parshall and approved. A motion was made by Board Member Schnarre to accept the e-filing agreement as presented and authorize the Chairman to sign the same. 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 – Absent
- Board Member Bill Watkins - Yes
- Chairman David Griggs – Yes

Bureau Director Creamer stated that Change Order #18 was due to the cabinet being too big above the stove in the kitchen area of Phase I projects, as it impedes the sight of the stove back. The total cost of this change order is \$315.00. A motion was made by Board Member Shorr to accept and authorize Phase I Change Order #18 in the amount of \$315.00 to Curtiss Manes Schulte and authorize the Chairman to sign. Motion was seconded by Board Member Watkins. No further discussion:

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

Bureau Director Creamer stated that during the 15 portable radios were needed for the engineer positions on all front line tankers. The total cost would be \$52,804.50, of which \$40,485.00 would come from the Dispatch fund and the remainder from operations. A motion was made by Board Member Shorr to authorize the purchase of 15 portable radios as presented from Motorola in the amount of \$52,804.50 utilizing \$40,485.00 from Dispatch funds. 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 – Absent  
Board Member Bill Watkins - Yes  
Chairman David Griggs – Yes

Chief Olsen updated the board on the Station 7 Consolidated Water District #1 agreement discussions. Chief Olsen had come to an agreement with the Water District that would be at no monetary cost to the Fire District.

Chief Olsen briefed the board that staff had been helping a citizen multiple times a week with movement from her home to a medical transportation van. Additional research will be done in order to help work through this and revisit as needed.

Fire Chief Olsen stated that Everbridge is our mass notification software that costs \$10,950 annually. This will be the last year we utilize this program, as the County, MU and many others have worked through a program purchase with RAVE. However, we are still under contract to pay for this final year and due to the amount, the board must approve. A motion was made by Board member Watkins to authorize the payment of \$10,950 to Everbridge for our mass notification software agreement. 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 – Absent  
Board Member Bill Watkins - Yes  
Chairman David Griggs – Yes

Bureau Director Schnieders referred the board to the packet of information and handouts regarding the budgeting processes, justifications for income and expenditures. Discussions were held. This information will be presented for approval during the public hearing on August 17, 2016.

The following are other meetings/items that are scheduled:

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

Meeting adjourned at 6:15 PM.

Respectfully Submitted,

Approved by:

Shawna Schnieders  
Administrative Services Bureau Director

David Griggs  
Chairman