

BOONE COUNTY FIRE PROTECTION DISTRICT
OPEN BOARD MEETING MINUTES
July 15, 2015

The Board of Directors of the Boone County Fire Protection District met on Wednesday, July 15, 2015 at 5:30 PM at the Administration Office located at 2201 I-70 Drive NW, Columbia, Missouri. Those present were: Chairman David Griggs, Board Member Keith Schnarre, Board Member David Shorr, Fire Chief Scott Olsen, Bureau Director Jeff Scott, Bureau Director Doug Westhoff, Bureau Director Chuck Leake, Bureau Director Gale Blomenkamp, Captain Josh Creamer, Attorney Jeff Parshall and Bureau Director Shawna Schnieders.

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

Agenda accepted as presented.

Chairman David Griggs called for public comment or recognition. No public comment or recognition

Chairman David Griggs stated that minutes would be tabled, due to a quorum for those meetings not being present to vote on them tonight.

Chairman David Griggs introduced Heidi Chick and Amanda Schultz with Williams Keepers LLC. Mrs. Chick presented the audit documents.

Bureau Director Schnieders presented the June 2015 Financial Reports. The June 2015 Financial Reports were accepted as presented.

Captain Josh Creamer updated the board on the bond issue committees and the project progress.

Captain Josh Creamer stated that there is an amended utility easement that needs board approval. During the June 17, 2015 meeting an easement was approved, however; the boundary line did not take all of the needed property line into account. Crockett Engineering and Attorney Parshall had corrected the property description and prepared the document for the Board of Directors. A motion was made by Board Member Shorr to approve the utilities easement as presented and authorize the Chairman to sign. Motion seconded by Board Member Schnarre. No further discussion. A roll call vote was taken:

- Board Member Keith Schnarre – Yes
- Board Member Phyllis Fugit – Absent
- Board Member David Shorr - Yes
- Board Member John Sam Williamson – Absent
- Chairman David Griggs – Yes

Discussion was held regarding the bidding process and the change order costs for the stations. Staff was requested to discuss with PW Architects the wording to restrict change order costs. The bidding process will be discussed at the August 6, 2015 meeting once plans have been approved by the respective code authorizes.

Bureau Director Schnieders presented the propane gas proposals. She stated staff had received two bids, MFA Oil for \$.999/gallon and FerrellGas \$.889/gallon. A motion was made by Board Member Shorr to accept the proposal by FerrellGas in the amount of \$.889/gallon. Motion was seconded by Board Member Schnarre. No further discussion. A roll call vote was taken:

- Board Member Keith Schnarre – Yes

Board Member Phyllis Fugit –Absent
Board Member David Shorr - Yes
Board Member John Sam Williamson – Absent
Chairman David Griggs – Yes

Chairman David Griggs stated the Conflict of Interest Ordinance is an ordinance we adopt every two years and file with the Missouri Ethics Commission. Attorney Parshall has reviewed and accepted. A motion was made by Board Member Shorr to adopt the Conflict of Interest Ordinance as presented and authorize the Chairman to sign the same. Motion was seconded by Board Member Schnarre. No further discussion. A roll call vote was taken:

Board Member Keith Schnarre – Yes
Board Member Phyllis Fugit – Absent
Board Member David Shorr – Yes
Board Member John Sam Williamson – Absent
Chairman David Griggs – Yes

Bureau Director Schnieders stated staff would like advertise an RFP for new copy machines due to the expiration of our existing lease. A motion was made by Board Member Shorr to authorize staff to advertise for proposals for copy machines. Motion seconded by Board Member Schnarre. No further discussion. A roll call vote was taken:

Board Member Keith Schnarre – Yes
Board Member Phyllis Fugit – Absent
Board Member David Shorr - Yes
Board Member John Sam Williamson – Absent
Chairman David Griggs – Yes

Board Member Keith Schnarre stated a couple months ago a discussion regarding organizational alignment and forming a committee consisting of a two board members was mentioned. Chairman David Griggs and Board Member David Shorr offered to be the committee members.

Chairman David Griggs called for Bureau Reports:

Bureau Director Scott presented the Support Service Bureau information for the month of June, 2015.

Fire Chief Olsen presented the Special Operations Bureau and Missouri Task Force One information for the month of June, 2015.

Bureau Director Leake presented the Training Division report for the month of June, 2015.

Fire Chief Olsen presented the Life Safety Bureau information for the month of June, 2015.

Bureau Director Schnieders presented the Administrative Services Bureau information for the month of June, 2015.

Fire Chief Olsen presented the June, 2015 statistical report.

The following are other meetings/items that are scheduled:

August 6, 2015 – 4:00 PM Special Open Meeting
August 19, 2015 – 5:30 PM Monthly Board Meeting & Public Hearing

Meeting adjourned at 7:25 PM.

Respectfully Submitted,

Approved by:

Shawna Schnieders
Administrative Services Bureau Director

David Griggs
Chairman