

**BOONE COUNTY FIRE PROTECTION DISTRICT
OPEN BOARD MEETING MINUTES
December 21, 2016**

The Board of Directors of the Boone County Fire Protection District met on Wednesday, December 21, 2016 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 Gale Blomenkamp, 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. Agenda was accepted as presented.

A motion was made by Board Member Schnarre to adjourn into Closed Session pursuant to RSMo 610.021(3). Motion seconded by Board Member Williamson. A roll call vote was taken

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

Discussion was held, no action was taken.

A motion was made by Board Member Schnarre to adjourn Closed Session and reopen the Regular Meeting at 5:43PM. Motion was seconded by Board Member Shorr. A roll call vote was taken:

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

Chairman Griggs referred the Lieutenant Promotion to Bureau Director Creamer. Bureau Director Creamer stated that Station 3 had requested adding a Lieutenant position to their staff a couple of months ago. Station Leadership and Staff had conducted a Lieutenant Interview process and would like to recommend Firefighter Eric Thiessen be promoted to Lieutenant at Station 3. A motion was made by Board Member Williamson to authorize the promotion of Firefighter Eric Thiessen to Lieutenant at Station 3. Motion was seconded by Board Member Shorr. No further discussion. A roll call vote was taken:

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

Chairman Griggs called for public comment. No public comment.

A motion was made by Board Member Williamson to accept the November 16, 2016 regular session 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 – Abstained (absent from meeting)
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 December 1, 2016 special open meeting minutes 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 – Yes
Board Member Bill Watkins - Yes
Chairman David Griggs – Yes

Board Member Williamson presented the November, 2016 Financial Reports. The November 2016 Financial Reports were accepted as presented. Board Member Schnarre requested that in the January, 2017 meeting that staff provide explanation for line item budget shortfalls or overages.

Chairman Griggs referred the bond issue updates to Bureau Director Creamer. Bureau Director Creamer gave a brief update on the new apparatus and the bond facilities projects.

Chairman Griggs referred the Consolidated Water discussion to Chief Olsen. Fire Chief Olsen stated that Consolidated Water had agreed to take the water line extension project over and provide the Fire District with an agreement that would be much like the agreement they have with the City and County. This agreement is currently being drafted and reviewed by Consolidated Water.

Chairman Griggs referred the Tower Agreement to Bureau Director Schnieders. Bureau Director Schnieders stated that the American Tower Agreement is an extension of our current agreement and Attorney Parshall has reviewed. Board Member Watkins would like staff to research the current market values of tower sites and collocates in order to better proceed with this extension. Staff will report back during the next meeting.

Chairman Griggs referred the 2017-1 Recruit Eligibility List to Bureau Director Creamer. Bureau Director Creamer referred the Board to the 2017-1 Eligibility List in their packet. Bureau Director Creamer stated that interviews and initial physical agility testing had been done over the last couple of weeks. The provided list is of 25 potential candidates that staff feel meet the criteria required to be a member of the Fire District. A motion was made by Board Member Watkins to authorize the Eligibility List as presented for the 2017-1 Fire District Recruit class upon successful completion of health and wellness physical and background screening. 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

Chairman Griggs referred the reinstatement of membership of Michael Holz to Chief Olsen and Bureau Director Creamer. Bureau Director Creamer stated that Michael had been a firefighter with us for several years. He and his family had moved to St. Louis a few years ago and he was unable to continue volunteering. He continued to work for the City of Columbia Fire Department commuting between St. Louis and Columbia during shifts. However, his family has moved back to the area and he would like to rejoin. A motion was made by Board Member Schnarre to reinstate Michael Holz as a firefighter. 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 Watkins - Yes
Board Member Williamson – Yes
Chairman Griggs – Yes

Chairman Griggs referred the Wireless USA Purchase Order to Chief Olsen. Chief Olsen stated that semi-annually a purchase is needed to help with resupply of our pagers. This is for 40 Minitor VI Pagers that will provide pagers for our new recruit class and also provide additional pagers for replacements. A motion was made by Board Member Watkins to authorize the purchase of 40 Motorola Minitor VI pagers in the amount of \$15,480.00 from Wireless USA on Purchase Order 2016-6226. 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

Chairman Griggs referred the Station 13 RFP discussion to Bureau Director Creamer. Bureau Director Creamer stated that plans have been finalized and are ready to be bid for Station 13. Proposals will be opened on January 27, 2017 and presented on February 2, 2017 during the February Special Open meeting. A motion was made by Board Member Shorr to authorize staff to advertise for proposals for the Phase III facilities project - Station 13 Fire Station as required. 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

Chairman Griggs referred the Hurricane Matthew Deployment final reimbursement to Bureau Director Schnieders. Bureau Director Schnieders stated that final reimbursement request had been sent on December 16, 2016 in the amount of \$863,856.85.

Chairman Griggs referred the Cost of Living discussion to Chief Olsen and Bureau Director Schnieders. Bureau Director Schnieders stated that cost of living increases were by policy determined and approved by the Board of Directors. Historically, the board has followed a three year plan of a percentage, followed by two years of a lump sum increase. Chief Olsen briefed the board on the historical processes and recommended a \$1,000 cost of living increase for staff. A motion was made by Board Member Shorr to authorize a \$1,000 cost of living increase for staff effective January 1, 2017. 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 Board to their packets regarding the monthly reports. Chief Olsen briefed the board on the ice storm events.

The following other meetings are scheduled:

January 4, 2017 - 4:00 PM Special Open Meeting
January 18, 2017 – 5:30 PM Monthly Board Meeting
January 22, 2017 – 2:30 PM Phase III Station 13 Bid Opening

Meeting adjourned at 7:24 PM.

Respectfully Submitted,

Approved by:

Shawna Schnieders
Administrative Services Bureau Director

David Griggs
Chairman