

**BOONE COUNTY FIRE PROTECTION DISTRICT  
OPEN BOARD MEETING MINUTES  
February 21, 2018**

The Board of Directors of the Boone County Fire Protection District met on Wednesday, February 21, 2018 at 5:30 PM at the Administration Office located at 2201 I-70 Drive NW, Columbia, Missouri. Those present were: Board Member John Sam Williamson, Board Member Keith Schnarre, Board Member David Shorr, Board Member David Griggs, Board Member Bill Watkins, Fire Chief Scott Olsen, Bureau Director Josh Creamer, Attorney Jeff Parshall, Finance Specialist Misti Reynolds, Aaron Franklin, Assistant Chief Jeff Scott, Chad Martin and David Ritchie.

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

Board Member Williamson made a motion to accept the agenda and to make one additional item to new business. 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

Chairman Griggs called for public comment. Chad Martin from Boone County Joint Communications gave the board an update on the new CAD system.

Board Member Williamson made a motion to accept the January 17, 2018 regular meeting minutes. 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 – Abstained due to being absent

Board Member Schnarre made a motion to accept the February 1, 2018 open meeting minutes. Motion seconded by Board Member Watkins. No further discussion. A roll call vote was taken:

- Board Member Keith Schnarre – Yes
- Board Member David Shorr – Abstained due to being absent
- Board Member John Sam Williamson – Yes
- Board Member Bill Watkins - Yes
- Chairman David Griggs – Yes

Board Member Shorr made a motion to accept the February 16, 2018 open meeting minutes. Motion seconded by Board Member Williamson. No further discussion. A roll call vote was taken:

- Board Member Keith Schnarre – Abstained due to being absent
- Board Member David Shorr – Yes
- Board Member John Sam Williamson – Yes
- Board Member Bill Watkins - Yes
- Chairman David Griggs – Abstained due to being absent

Board Member Williamson gave the January Treasurer's report. The treasurer's report was accepted as presented.

Fire Chief Olsen referred the board to the Route NN Tower agreement and Warranty Deed between the Fire District and Boone County in their packets. Chief Olsen stated the agreement was for the donation of a tract of land containing 0.211 acres with the right to terminate in 20 years or the option of extending for another 20 years. Chief Olsen stated that Jeff Parshall has reviewed this agreement. A motion was made by Board Member Schnarre to accept the agreement and warranty deed and authorize Chairman to sign both. 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

Fire Chief Olsen referred the board to the Radio Frequency Inter-Governmental agreement between the Fire District and Boone County in their packets. Chief Olsen stated the agreement would allow Boone County Joint Communications to use the radio frequencies licensed to the Fire District without any cost. Chief Olsen stated that Jeff Parshall has reviewed this agreement. Chad Martin stated that he would need two signed copies of the agreement to take to Boone County Commission. A motion was made by Board Member Williamson to accept the agreement and authorize 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

Fire Chief Olsen stated that with the retiring of Lee Turner in April he would like to post the IT Technology Division Manager position. Chief Olsen referred the board to the position description in the board packet with changes to reflect the GIS and drone additions. Chief Olsen would like to approve the salary in Exempt 2 as a Division Manager. A motion was made by Board Member Schnarre to authorize the posting of the IT position and to accept the position description. 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

Chief Olsen presented the staff car proposal for purchasing four new staff vehicles. This will be the state contract price that is being honored by Joe Machens. The two vehicles being proposed is a 2018 Ford F-150 and 2018 Ford Explorer Interceptor Utility with the purchasing of the radio and lights equipment that would be installed in-house. Chief Olsen would like to give the option of either vehicle depending on the staff's needs. A motion was made by Board Member Shorr to authorize the purchase of the four staff vehicles as proposed on quote from Joe Machens with installation of radio and lights to be completed in-house. 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

Chief Olsen presented the drone proposal purchase through Flymotion. Chief Olsen stated that trained personnel would be using the drone for lost person searches and on fire scenes. A motion was made by Board Member Shorr to authorize the purchase of the drone through Flymotion and not to exceed \$46,836.00. 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

Chief Olsen gave an update of the water damage to Station 9.

Board Member Schnarre presented the board with an award nomination of Missouri Task Force One for the Ed Robb Public Servant Award that was brought to him. A motion was made by Board Member Watkins to complete the application for nominating the Missouri Task Force One. Motion seconded by Board Member Shorr. 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 Schnarre would like a recap of 2017 spending at the March 1<sup>st</sup> meeting.

The following other events/meetings are scheduled:  
March 1, 2018 4:00 PM Special Open Session  
March 21, 2018 5:30 PM Board Meeting

Meeting adjourned at 7:00 PM.

Respectfully Submitted,

Approved by:

Misti Reynolds  
Finance Specialist

David Griggs  
Chairman