

BOONE COUNTY FIRE PROTECTION DISTRICT
OPEN SESSION MINUTES
March 20, 2019

The Board of Directors of the Boone County Fire Protection District met on Wednesday, March 20, 2019 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 David Shorr, Board Member Bill Watkins, Bureau Director Josh Creamer, Bureau Director Gale Blomenkamp and Bureau Director Shawna Schnieders.

Acting Chairman Williamson called the meeting to order at 5:30 PM.

A motion was made by Board Member Watkins to adopt the agenda as amended with the movement of lawncare bids to the first item of business and the addition of the Ring Central Invoice. Seconded by Board Member Shorr. No further discussion. A roll call vote was taken:

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

Acting Chairman Williamson called for public comment. Chad with Boone County Joint Communications provided a brief update.

Board Member Williamson presented the February, 2019 Financials. The February, 2019 Financials were accepted as distributed.

Bureau Director Blomenkamp gave an overview of the lawncare bids stating we had received seven bids ranging from \$600 - \$1750. He stated he had completed reference checks on all vendors and would like to recommend Top Notch Lawn Service in the amount of \$825.00 per mowing. A motion was made by Board Member Watkins to accept Top Notch Lawn Service proposal for the 2019 mowing season in the amount of \$825.00. Motion was seconded by Board Member Shorr. No further discussion. A roll call vote was taken:

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

Bureau Director Creamer stated that Matt Gauthier would like to reapply for membership. He was a firefighter and had moved away, but due to employment was now back in the area. A motion was made by Board Member Shorr to authorize membership to Matt Gauthier. Motion seconded by Board Member Watkins. No further discussion. A roll call vote was taken:

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

Bureau Director Schnieders referred the board to the Paramedic Agreement with Boone Hospital Center. Attorney Parshall had reviewed and commented, those comments had been addressed. A motion was made by Board Member Shorr to accept the Paramedic Agreement with Boone Hospital Center and authorize the Chairman to sign. Motion seconded by Board Member Watkins. No further discussion. A roll call vote was taken:

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

Bureau Director Schnieders stated the staff has been reviewing policies and had two that had minor changes. The first one was the Bereavement Policy change from five to three days allowed. A motion was made by Board Member Shorr to authorize the change to the Bereavement Policy as presented. Motion seconded by Board Member Watkins. No further discussion. A roll call vote was taken:

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

The second policy is the Purchase Orders policy. When creating this policy there was never direction as to how to complete a purchase order. Therefore, staff has added the steps to complete a purchase order. A motion was made by Board Member Shorr to authorize the change to the Purchase Order policy as presented. Motion seconded by Board Member Watkins. No further discussion. A roll call vote was taken.

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

Bureau Director Schnieders stated there had been a glitch in the RingCentral Telephone billing, therefore our annual billing that usually come in January just came on March 20, 2019. The bill is for an annual contract costing \$16,008.62. A motion was made by Board Member Shorr to authorize the payment of the RingCentral bill in the amount of \$16,008.62 as presented. Board Member Watkins seconded the motion. No further discussion. A roll call vote was taken:

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

A motion was made by Board Member Shorr to enter into closed session pursuant to RSMo 610.021 (1), (3). Motion was seconded by Board Member Watkins. No further discussion. A roll call vote was taken:

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

Discussion was held.

A motion as made by Board Member Watkins to adjourn closed session at 6:33 PM. Motion seconded by Board Member Shorr. No further discussion. A roll call vote was taken:

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

Motion by Board Member Shorr to adjourn open session at 6:33pm.

Respectfully Submitted,

Approved by:

Shawna R. Schnieders
Administrative Services Bureau Director

John Sam Williamson
Acting Chairman