

BOONE COUNTY FIRE PROTECTION DISTRICT

September 20, 2023

The Board of Directors of the Boone County Fire Protection District met on Wednesday, September 20, 2023, at 5:30 PM, at the Administration Office located at 2201 I-70 Drive NW, Columbia, Missouri. Those present were Chairman John Sam Williamson, Board Member Bill Watkins, Board Member David Ritchie, Board Member Michelle Motley, Fire Chief Scott Olsen, Deputy Chief Doug Westhoff, Assistant Chief Gale Blumenkamp, Assistant Chief Chuck Leake, Battalion Chief Kurt Doolady, Battalion Chief Clint Walker and Bureau Director Shawna Schnieders.

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

Board Member Watkins made a motion to approve the agenda as presented. Seconded by Board Member Motley. No further discussion. A roll call vote was taken:

- Board Member David Ritchie – Yes
- Chairman John Sam Williamson – Yes
- Board Member Jay Turner – Yes
- Board Member Michelle Motley - Yes
- Board Member Bill Watkins - Yes

Chairman Williamson called for public comment.

Board Member Watkins made a motion to accept the August 16, 2023, public hearing meeting minutes. Seconded by Board Member Motley. No further discussion. A roll call vote was taken:

- Board Member David Ritchie – Yes
- Chairman John Sam Williamson – Yes
- Board Member Jay Turner – Yes
- Board Member Michelle Motley – Yes
- Board Member Bill Watkins – Yes

Board Member Motley made a motion to accept the August 16, 2023, open and closed meeting minutes. Seconded by Board Meeting Watkins. No further discussion. A roll call vote was taken:

- Board Member David Ritchie – Yes
- Chairman John Sam Williamson – Yes
- Board Member Jay Turner – Yes
- Board Member Michelle Motley – Yes
- Board Member Bill Watkins – Yes

Board Member Motley made a motion to accept the August 28, 2023, emergency meeting minutes. Seconded by Board Member Watkins. No further discussion. A roll call vote was taken:

- Board Member David Ritchie – Abstained (Absent)
- Chairman John Sam Williamson – Yes
- Board Member Jay Turner – Abstained (Absent)
- Board Member Michelle Motley – Yes
- Board Member Bill Watkins – Yes

Treasurer Bill Watkins presented the August 2023 Financials. The August 2023 Financials were accepted as distributed.

Chief Olsen stated that the Senate visited MO-TF1 on September 12, 2023. The veto session took place on September 13, 2023, with no change in the budget.

Fire Chief Olsen updated the board on the apparatus purchases. Two engines will be delivered at the end of next week, a third one will be delivered the following week.

The Station 8 sewer project is supposed to start this week.

Chief Olsen stated staff received the County's appraisals, however, staff is in the process of having our own appraisals completed. Board discussed having Travis Wise

Fire Chief Olsen referred the Board to the Construction Manager at Risk (CMaR) proposals. Staff would like to recommend Curtis Manes Schulte as the CMaR. A motion was made by Board Member Turner to authorize the CMaR as Curtis Manes Schulte at the estimated cost of \$397,596.00, based upon a 12 month build time.

Motion seconded by Board Member Ritchie. No further discussion. A roll call vote was taken:

- Board Member David Ritchie – Yes
- Chairman John Sam Williamson – Yes
- Board Member Jay Turner – Yes
- Board Member Michelle Motley - Yes
- Board Member Bill Watkins – No

Fire Chief Olsen stated we will start the architect discussion at the October 2, 2023, meeting.

Bureau Director Schnieders stated that fiber was now available for Station 13. The Tranquility Agreement is the same as the agreement that was approved for the other stations. Board Member Ritchie made a motion to authorize the Tranquility Fiber Agreement as presented. Board Member Watkins seconded the motion. No further discussion. A roll call vote was taken:

- Board Member David Ritchie – Yes
- Chairman John Sam Williamson – Yes
- Board Member Jay Turner – Yes
- Board Member Michelle Motley - Yes
- Board Member Bill Watkins – Yes

Bureau Director Schnieders stated that ImageTrend is our data collection software, this is an annual expense. Board Member Watkins made a motion to authorize Purchase Order 2023-0878 \$18,698.74 to ImageTrend. Board Member Turner seconded the motion. No further discussion. A roll call vote was taken:

- Board Member David Ritchie – Yes
- Chairman John Sam Williamson – Yes
- Board Member Jay Turner – Yes
- Board Member Michelle Motley - Yes
- Board Member Bill Watkins – Yes

Fire Chief Olsen referred the Board to the Liability Insurance Renewal through ESIP/McNeil. There was about a \$30,000 increase this year which is accounted for mostly by new apparatus that has double the premium of the old apparatus. Board Member Watkins made a motion to authorize the ESIP/McNeil Insurance Renewal as presented. Board Member Motley seconded the motion. No further discussion. A roll call vote was taken:

- Board Member David Ritchie – Yes

Chairman John Sam Williamson – Yes
Board Member Jay Turner – Yes
Board Member Michelle Motley - Yes
Board Member Bill Watkins – Yes

Program Manager Kurt Doolady stated that there are two people staff would like to offer Task Force Membership to Communications Specialist Brandon Williams and Canine Specialist Kody Songs and his Canine Duke. A motion was made by Board Member Turner to authorize membership to Communications Specialist Brandon Williams and Canine Specialist Kody Songs and his Canine Duke. Motion seconded by Board Member Watkins. No further discussion. A roll call vote was taken:

Board Member David Ritchie – Yes
Chairman John Sam Williamson – Yes
Board Member Jay Turner – Yes
Board Member Michelle Motley - Yes
Board Member Bill Watkins – Yes

Fire Chief Olsen referred the Board to their packet to review the bureau reports, the recruit and retention report and upcoming meetings.

A motion was made by Board Member Watkins to open closed session pursuant to RSMo 610.021 subsection (3) to discuss personnel at 6:35 PM. Motion seconded by Board Member Motley. No further discussion. A roll call vote was taken:

Board Member David Ritchie – Yes
Chairman John Sam Williamson – Yes
Board Member Jay Turner – Yes
Board Member Michelle Motley - Yes
Board Member Bill Watkins – Yes

Fire Chief Olsen presented a list of five members who have applied for promotion to Captain.

Bureau Director Schnieders discussed the step-up Gina Henry to a Level 3 step 3 and Denise Agre-Gill to a Level 3 Step 13 as Executive Assistants. A motion was made by Board Member Watkins to authorize the step-up positions of Gina Henry to a Level 3 step 3 and Denise Agre-Gill to a Level 3 Step 13 as Executive Assistants. The motion was seconded by Board Member Turner. No further discussion. A roll call vote was taken:

Board Member David Ritchie – Yes
Chairman John Sam Williamson – Yes
Board Member Jay Turner – Yes
Board Member Michelle Motley - Yes
Board Member Bill Watkins – Yes

A motion was made by Board Member Watkins to adjourn closed session at 7:04 PM. Motion seconded by Board Member Ritchie. No further discussion. A roll call vote was taken:

Board Member David Ritchie – Yes
Chairman John Sam Williamson – Yes
Board Member Jay Turner – Yes
Board Member Michelle Motley - Yes
Board Member Bill Watkins – Yes

Meeting adjourned at 7:05 PM.

Respectfully Submitted,

Approved by:

Shawna R. Schnieders
Administrative Services Bureau Director

John Sam Williamson
Chairman