

**SW Polk Fire District - West Valley Fire District**  
 Joint Regular Meeting Minutes – September 9, 2021, 6:00pm –825 NE Main St. Willamina, OR 97396\*

\*Meeting was held virtually via RingCentral Meetings.

Board Members Present		Board Members Absent
<b>SW Polk Fire District</b> Rod Watson Frank Pender Bob Davis Bruce Sigloh	<b>West Valley Fire District</b> Rick Mishler Roy Whitman Chris Greenhill Connie Brown Mike Alger (ARC)	Keith Moore
		Administration Present
		Fred Hertel Christine Talley (V)

(V) – Virtual attendance (ARC) – Arrived after roll call

GENERAL BUSINESS		
<b>Call to Order</b>		President Chris Greenhill, West Valley Fire District, opens the meeting at 6:01 pm. Each agency has a quorum of directors, which allows deliberation, decision making and will take public comment per the posted agenda. Pledge of Allegiance is recited.
<b>Roll call</b>		Chief Hertel calls roll call as delineated above.
<b>Approval of Minutes</b>	Discussion/Action	None
<b>SW Polk Financials</b>	Discussion/Action	<p><b>Motion:</b> Davis <b>Second:</b> Pender  <i>I move that we approve our financials</i></p> <p>Discussion of retainer and giving contractor a deadline for stations. Hertel says the inspector is going to walk through next Tuesday, which will hopefully grant them occupancy.</p> <p><b>Motion passes unanimously</b></p>
<b>West Valley Financials</b>	Discussion/Action	<p>Mishler thanks the Chief for the explanation of the \$300,000 that he asked about last night. He asks how much of the \$31,000 in overtime they get back for conflagration. Hertel says all the overtime that is caused by conflagration is reimbursed, but he says he’s not sure how much of that overtime cost is due to short staffing or due to conflagration and says he can look into that.</p> <p><b>Motion:</b> Brown <b>Second:</b> Whitman  <i>I move we pay our August financials</i>  <b>Motion passes unanimously</b></p>
<b>Additions/Corrections to Agenda</b>	Discussion	Greenhill adds item “B” for the Union to talk. Watson adds item “C” for writing a letter to commissioners regarding the American Rescue Plan Act.
<b>Audience Participation</b>	Discussion/Action	Harry Cooley, Sheridan Board President – requests that Chief Les Thomas be allowed to fill the open positions for Sheridan Fire District

		<p>immediately and passes out a motion. Greenhill adds this to agenda as item "D".</p> <p>Patty Brooks, Rock Creek Road – Asks that the West Valley board submit a request that when an approval or denial for chief Hertel’s vaccination exemption is approved by OHA they get a copy of it. Express she saw power corruption during West Valley’s board meeting last night.</p> <p>Gary Brooks, Rock Creek Road – apologizes for “mouthing off” at the meeting last night. Warns against approving the 190 agreement due to lack of administrative staff. Tasks Greenhill with setting a committee with determining accuracy of financials.</p> <p>Milan Miller, Rock Creek Road – Asks for an explanation for how they built stations in SW Polk without permission from Salem or Dallas. Davis says there is no requirement for the SW Polk Fire District to seek approval from any other agency. Miller asks about a rumor that SW Polk may have to borrow money. Watson says they have not exceeded their budget and they have money left over. Brown clarifies that a fire district is separate from an ambulance service area, and that West Valley’s operating budget may run short before taxes come in so they may have to borrow money because there isn’t enough cash carry over from last year.</p>
IGA	Discussion/Action	<p>Mishler asks SW Polk if there’s anything they’d like to see on the IGA. Watson says they have a list. Greenhill says West Valley has a special meeting set up for Monday to discuss what they would like. Brown asks if Greenhill and Alger will meet with two people from SW Polk after the West Valley meeting. Greenhill answers yes. Brown asks if they will still be open to Sheridan. Chris answers yes. Pender asks if West Valley is working on a 190 with Sheridan. Brown says no, but they would be open to looking at it if Sheridan brought one forward.</p> <p>Watson says West Valley should talk to Sheridan. And if they do not extend something by October 1, West Valley will be left without a Fire Chief. Mishler asks if SW Polk would be fine with extending the current IGA without Sheridan. Alger says that’s what he was trying to motion last night. Pender suggests they negate last night’s motion due to misunderstanding. Hertel says there is a clause that allows the two remaining agencies can continue the IGA, but it would require a motion by both boards and a renegotiation of the financials.</p> <p><b>Motion: Whitman Second: Alger</b>  <i>I move to reconsider the motion that we passed last night.</i>  <b>Motion passes unanimously.</b></p> <p><b>Motion: Mishler Second: Whitman</b>  <i>I move to amend the agreement to a 50/50 split between SW Polk and West Valley and continue on until the end of the year.</i>  <b>West Valley: Motion passes unanimously</b></p>

		<p>Hertel says SW Polk would need to make a motion to accept or enter into that agreement to make it a valid partnership contract if they so choose.</p> <p>Watson calls for a vote on the same motion by the SW Polk Board.  <b>Motion passes unanimously.</b></p>
<b>Union</b>	Discussion	<p>Mckenna Hoy, West Valley employee, reads a letter the board regarding her decision to resign. She shares her reasoning: 1) lack of direction in the board and 2) inappropriate comments from board members. She explains if they do not make a decision soon, current employees will burnout like herself. She states it has become a toxic environment.</p> <p>Michaela Woods, Union president, reads a statement supporting the three-district consolidation. She states that zero days, so far this month, did not require Overtime and requests immediate hiring. Brown asks about the prior statement from the Union allowing part-time employees. Woods states they have a list of part-timers, but expresses they are not enough. Mishler asks what else they want to see aside from more people. Woods suggests they hire people to work alongside those with experience in the district and that the board needs to set the tone and direction moving forward. Mishler talks about wanting a 12-hour car in West Valley. Woods states the Union doesn't support it because they prefer a 24-hour shift schedule.</p>
<b>SW Polk American Rescue Plan Act (ARPA)</b>	Discussion/Action	<p><b>Motion: Pender Second: Sigloh</b>  <i>I move to direct Chief Hertel to draft a letter requesting funding from Polk County through the American Rescue Plan Act and give President Watson permission to sign the letter.</i>  <b>Motion passes unanimously</b></p>
<b>Harry Cooley Request</b>	Discussion/Action	<p><b>Motion: Mishler Second: Pender</b>  <i>I move that the parties to the June 29, 2021, IGA clarify that Sheridan Fire District has immediate sole authority over the employment of individuals who will or may become employees of Sheridan Fire, and that this is not an administrative service to be provided by Chief Hertel under the IGA, as long as Sheridan continues to honor its financial obligations under the IGA through September 30, 2021.</i></p> <p>Pender asks Hertel if he has any concerns regarding this motion. Hertel says it has not been discussed or approved at a Sheridan board meeting. He says they may be able to hire off the Civil Service Commission list that the three districts have worked on. Mishler asks if those who were hired wouldn't take effect until the end of the month. Hertel says there is no one to hire because the list had to be exhausted, and there is no mechanism for them to hire except for temporary hires. Discussion follows. Alger says he wouldn't approve it until the Sheridan board has approved it. Brown says the need to work out the shared staff.</p> <p><b>SW Polk: All – No</b>  <b>West Valley: All – No</b>  <b>Motion fails</b></p>

<b>Chief's Report</b>	Discussion	Hertel says everything was covered in his weekly email. He states he is working with Special Districts Association of Oregon (SDAO) finance advisory services to look at West Valley funding for a short term loan and the ambulance.
<b>Director Comments</b>	Discussion	Brown asks about the contract with Todd Kimball. Hertel says the current contract has expired and that they have signed a new one under SW Polk.
<b>Adjournment</b>	Action	<b>Motion: Whitman Second: Pender Meeting adjourned 7:12pm</b>

Upcoming meetings/events:

- September 13th WVFD Special Meeting

Board Packet and Handouts Included:

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In our Board Meetings, we agree to...

- Begin and conclude meetings on time
- Be on time and come prepared to participate
- Be respectful, including:
  - Keeping our cell phones silent
  - Listening without interrupting when someone else is speaking
  - Allowing for all to contribute to the discussion
  - Honoring the Chair
- Follow Robert's Rules of Order for parliamentary procedures
- Honor confidentiality
- Have fun!