

**Sheridan/SW Polk/West Valley Fire Districts
Joint Regular Board Meeting
275 N Main St. Rickreall, OR 97371
September 10, 2020 6 PM**

Meeting was held virtually via RingCentral Meetings.

Called to order at 6:02 PM.

FLAG SALUTE

ROLL CALL

Fred Hertel – SFD/SW Polk/WVFD Fire Chief

Sheridan Fire District

Scot Breedon
Tammy Heidt
Brice Ingram (Virtual)
Dennis Rogers
Carol Harlan (absent)

SW Polk Fire District

Rod Watson
Bob Davis (Virtual)
Keith Moore
Frank Pender (Absent)
Bruce Sigloh (Virtual)

West Valley Fire District

Chris Greenhill (Absent)
Rick Mishler
Gary Brooks
Connie Brown
Roy Whitman (Virtual)

President Rod Watson, SW Polk Fire District, opened the meeting at 6:02 pm.

Each agency has a quorum of directors and will allow deliberation, decision making and will take public comment per the posted agenda.

Approval of Minutes - All agencies

SFD/SW Polk/WVFD

Motion: Scot Breedon

Second: Rick Mishler

Move to approve the minutes from the joint board meetings from August 27th with changes recommended by Director Rogers and for staff to provide a copy of the changed minutes at the next meeting. Motion passed.

Discussion: None.

SFD: Heidt; aye Breedon; aye Rogers; aye Ingram; aye Harlan; absent

SW Polk: Watson; aye Davis; aye Pender; absent Moore; aye Sigloh; aye

WVFD: Brooks; aye Greenhill; absent Mishler; aye Brown; aye Whitman; aye

Motion: Rick Mishler

Move to purchase sound system/speakers. Motion died when it was stated that there are already items ordered.

Direction was given to have staff prepare a policy on how we document those in attendance during board meetings.

Financial Report – All agencies

Spreadsheets explaining the SFD/SW Polk/West Valley 40/40/20 split bills were reviewed. A request was made to add the Sheridan and West Valley personnel to the spreadsheet.

SFD

Motion: Scot Breeden **Second:** Tammy Heidt

Move to approve the financial report as written. Motion passed.

Discussion: None.

Heidt; aye Breeden; aye Rogers; aye Ingram; aye Harlan; absent

SW Polk

It was clarified that the check to North Lincoln Fire and Rescue was for the sleeper trailer.

Motion: Keith Moore **Second:** Bob Davis

Move to approve the financial report as written. Motion passed.

Discussion: None.

Watson; aye Davis; aye Pender; absent Moore; aye Sigloh; aye

WVFD

It was stated that there are expenses over the \$5000 spending limit for the Chief.

Concern was expressed about the West Valley credit card being used for expenses from other districts despite those expenses being reimbursed to West Valley immediately.

A request was made to see if Todd Kimball from CFO Selections would be able to attend the next board meeting.

A request was made to get clarification on the detail on what expenses are going on the West Valley credit cards.

Motion: Rick Mishler **Second:** Gary Brooks

Move to approve the financial report as written. Motion passed.

Discussion: It was stated that the GEMT funds are being billed to the to the Billing Services line item.

WVFD: Brooks; aye Greenhill; absent Mishler; aye Brown; aye Whitman; aye

AUDIENCE PARTICIPATION-

None.

OLD BUSINESS

Employee Handbook- ALL

Discussion tabled until after the attorney has a chance to review it.

Board Policies

Motion: Tammy Heidt

Second: Connie Brown

Move approve the new Public Contracting Rules Policy and replace any existing public contracting rules with the new set. Motion passed.

Discussion: None.

SFD: Heidt; aye Breeden; aye Rogers; aye Ingram; aye Harlan; absent

SW Polk: Watson; aye Davis; aye Pender; absent Moore; aye Sigloh; aye

WVFD: Brooks; aye Greenhill; absent Mishler; aye Brown; aye Whitman; aye

2018-2019 Audit

Tabled until next meeting.

Conflagration Resolutions- SFD

Motion: Scot Breeden Second: Dennis Rogers

Move to approve Resolution Number FY 2020-21-03 adopting a supplemental budget.

Motion passed.

Discussion: None.

Heidt; aye Breeden; aye Rogers; aye Ingram; aye Harlan; absent

Motion: Scot Breeden Second: Dennis Rogers

Move to approve Resolution Number FY 2020-21-04 adopting a supplemental budget.

Motion passed.

Discussion: None.

Heidt; aye Breeden; aye Rogers; aye Ingram; aye Harlan; absent

Motion: Scot Breeden Second: Dennis Rogers

Move to approve Resolution Number FY 2020-21-05 adopting a supplemental budget.

Motion passed.

Discussion: None.

Heidt; aye Breeden; aye Rogers; aye Ingram; aye Harlan; absent

Motion: Scot Breeden Second: Dennis Rogers

Move to approve Resolution Number FY 2020-21-06 adopting a supplemental budget.

Motion passed.

Discussion: None.

Heidt; aye Breedon; aye Rogers; aye Ingram; aye Harlan; absent

NEW BUSINESS

Medic 1111

Staff report was reviewed.

Motion: Gary Brooks **Second:** Connie Brown

Move to surplus Medic 1111. Motion passed.

Discussion: None.

WVFD: Brooks; aye Greenhill; absent Mishler; aye Brown; aye Whitman; aye

Confidential Employees

Staff has requested that HR Answers review the job descriptions of each employee and identify who is a confidential employee and who is not.

Land Sale Update

A staff report will be coming to the boards soon.

Grand Ronde Substation Update

An update will be coming in the Friday email.

Chiefs Report

Written report was provided in the board packets.

A recap of the recent fire situation was given. The fires across the state have been devastating. The three districts have been providing mutual aid to neighboring agencies as well as deploying resources through conflagrations.

DIRECTORS COMMENTS AND/OR AGENDA ITEMS FOR NEXT MONTH

A request was made to add the Grauer letter from last meeting to the next agenda.

A request was made for a timestamp on when the agenda was posted on the websites for this meeting.

An apology was made about a statement that was made at the West Valley Special Board Meeting on September 9, 2020 regarding the qualifications of Sheridan's employees in the past.

Multiple thank you's and notes of support were given to the staff and volunteers for all their help and assistance this week during the extreme amount of fires.

It was emphasized that the level of professionalism of the three districts, especially over the radio, was exceptional during the Mill Creek Fire.

Next Meeting; September 24, 2020 at 6 pm at SW Polk Fire District, Rickreall Fire Station.

Meeting adjourned at 8:00 PM

Motion: Rick Mishler

Second: Gary Brooks

Move to adjourn meeting at 8:00 PM

SFD: Heidt; aye Breeden; aye Rogers; aye Ingram; aye Harlan; absent

SW Polk: Watson; aye Davis; aye Pender; absent Moore; aye Sigloh; aye

WVFD: Brooks; aye Greenhill; absent Mishler; aye Brown; aye Whitman; aye

Respectfully submitted,
Mariah Prescott