

**Sheridan/SW Polk/West Valley Fire Districts
Joint Regular Board Meeting
825 NE Main St.
Willamina, OR 97396
October 10, 2019 – 6:00 p.m.**

ROLL CALL

Fred Hertel – SFD/SW Polk/WVFD Fire Chief
Damon Schulze – SFD/SW Polk/WVFD Deputy Chief

West Valley Fire District

Chris Greenhill
Rick Mishler
Gary Brooks
Don Shelton
Roy Whitman

SW Polk Fire District

Rod Watson (absent)
Bob Davis
Keith Moore
Frank Pender
Vacant

Sheridan Fire District

Scot Breeden
Tammy Heidt (absent)
Dennis Grauer (absent)
Brice Ingram
Dennis Rogers
Judy Breeden (absent)

AUDIENCE

Brad Weaver
Todd Brumfield
Mariah Prescott
RC Mock

President Greenhill, West Valley, opened the meeting at 6:00 pm.

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

FLAG SALUTE

Approval of Minutes - All agencies

SFD

Motion: Brice Ingram

Second: Dennis Rogers

Move to approve the minutes from the joint board meeting as written. Motion passed.

Heidt; absent Breeden; aye Rogers; aye Grauer; absent Ingram; aye

WVFD

Motion: Don Shelton

Second: Rick Mishler

Move to approve the minutes from the joint board meeting as written. Motion passed.

Brooks; aye Greenhill; aye Mishler; aye Shelton; aye Whitman; aye

SW Polk

Motion: Bob Davis

Second: Frank Pender

Move to approve the minutes from the joint board meeting as written. Motion passed.

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

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Financial Report – All agencies

SFD

**Motion: Dennis Rogers Second: Brice Ingram
Move to approve the financial report as written. Motion passed.
Heidt; absent Breeden; aye Rogers; aye Grauer; absent Ingram; aye**

WVFD

**Motion: Gary Brooks Second: Rick Mishler
Move to approve the financial report as written. Motion passed.
Brooks; aye Greenhill; aye Mishler; aye Shelton; aye Whitman; aye**

SW Polk

**Motion: Bob Davis Second: Frank Pender
Move to approve the financial report as written. Motion passed.
Watson; absent Davis; aye Pender; aye Moore; aye**

AUDIENCE PARTICIPATION

OLD BUSINESS

OR Fire Service Conference – All

Taking place in Seaside November 7th - 9th. Attendees will get information sent out to them soon. Four scholarships were awarded towards registration costs.

Fire & EMS Coalition – All

We have received emails back stating that one individual can only do it on the 14th and another individual can only do the 17th. Chief Hertel states he will get back for a definite date. Stated that it will be held at the Buell Station.

Possible Levy – WVFD

The workshop meeting took place to focus on the CDRI report, leading them to look at the levy and address the timeline of the levy to give us recommendations for moving forward. At the meeting a campaign media plan was created and to be taking place over the next six to eight months. Chief Hertel stated that he would get a month to month schedule put together to give to the board. Questions of when the deadline for filing was and Chief stated that the deadline for filing is March and that the workshops should help prepare the board to make an educated decision on a possible levy.

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Fire Authority Model – All

Director President Breeden stated that he will collect more information at the OFDDA Conference from other chiefs that have implemented it already.

Ambulance Fees – SFD/WVFD

Chief stated that there are several versions and what will most likely be brought to the board an ordinance that allows us to bill and a resolution with a fee structure. This will take two to three weeks to get through so expect it back in November – December time. It is hoped to be implemented in January 2020.

Seismic - SFD

Last meeting it was voted to decline the Seismic Grant. Chief stated that he spoke with State Representative Gomberg about the grant and the situation. Gomberg said he would speak with the granting agency to see how he can assist us. Chief stated that we were urged to reject the grant and to resubmit for the grant again this upcoming January. All the issues that need to be addressed can be done during the re-application and we could increase the grant money that we need to move forward.

SFD

Move to reject the Seismic Grant and reapply next round. Motion passed.

Motion: Brice Ingram

Second: Dennis Rogers

Heidt; absent Breeden; aye Rogers; aye Grauer; absent Ingram; aye

NEW BUSINESS

PERS – SFD

Discussion on SB 1049 took place, see hand out in board packet for information. President Breeden mentioned that more information could be found by either Chief Hertel or Chief Schulze if they place a call to PERS, on the employee side. Was brought to the attention of the board and will continue to be a topic of discussion while challenges of the bill continue.

Board Appointment Position #3 – SW Polk

Candidate Bruce Sigloh has turned in a letter of interest. Discussion on why individuals believe he would be a good fit took place.

SW Polk

Motion: Bob Davis

Second: Frank Pender

Move to appoint Bruce Sigloh for SW Polk Rural Fire District Board Position #3.

Motion passed.

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

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Financial Audit - WVFD

Discussion on the annual audit took place. Director Brooks mentioned that we should stick with the idea that we only contact them when we have questions regarding what they need for the audit. Director President Greenhill expressed that he didn't agree with the report stating that the board members must receive a copy of all financial bank statements mailed directly to them. Chief Hertel stated that a new system to keep everything in one place or between the same individuals will help with this up coming audit. Conversation of internal controls took place regarding who is signing checks and how many must sign the check. Chief announced that the bank only needs one signature to approve it and that he will investigate who has been signing the checks.

WVFD

Motion: Rick Mishler

Second: Don Shelton

Move to approve the West Valley Fire District 2017-18 Financial Audit. Motion passed.

Brooks; aye Greenhill; aye Mishler; aye Shelton; aye Whitman; aye

- Director Roy Whitman left the meeting at 6:50p -

Board Training - ALL

Reminder of board training taking place on October 22nd, 2019 at 6pm at Amity. Mention that the training will get us a 2% discount on our insurance.

Chiefs Report

Chief Weaver SW Polk report

Went over call data for September. Mentions that on the 23rd of October they are having an open house where you can bring your families to carve pumpkins and have a good time.

Chief Schulze Ops report

Discussed the sale of the ambulance, \$5,500, that was located at WVFD, next up is to sell the Hyster, which he believes it will go for \$600 or more because it is currently up for bid. Report on the community meeting that and Dr. Brooks attended at Fendall Hall and handed out frequently asked questions. He also reported on the Buell station being used as training grounds for all three districts. States that it has become the main central point for the all stations and that it is currently be spruced up and cleaned. Ended with his meeting that took place at Chemeketa Community College regarding the student program we run.

Fred Hertel, Fire Chief

• Upcoming Events

- October 10th Open House in Grand Ronde
- October 13th Formal Open House in Grand Ronde
- October 20th Heiser Farms Water Ball
- October 31st Sheridan High School Halloween hall, Sheridan Care and West Valley Trunk – or – Treat

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- We have had staff/volunteers at Sheridan and Willamina football games.
- November 8th – 10th Coastal Art tour here at West Valley Fire Station.
- January will be the first annual three district awards banquet.
- Reported on Flash Alert, Facebook and websites, stated that there is a PIO committee that Chief Schulze oversees for ramping up for public education.
- Taking applications this month for apparatus committee which should be established by next month.
- First monthly three-district officer meeting on October 8th, 2019.
- The West Valley Professional Firefighters #4861 has petitioned the State Employee Relations Board to represent the Sheridan employees. More to come on this.
- BC Mock is working on a Ford Family Foundation Grant to help us with the Salt Creek Station. We also have the upcoming AFG Grant.
- Cooperative Services Feasibility Report addressed and questioned if or if not, we would like to be included in that study.
- Introduced new Administrative Assistant, Mariah Prescott. She will be starting on Friday October 25th at the Sheridan station.

DIRECTORS COMMENTS AND/OR AGENDA ITEMS FOR NEXT MONTH

Director Brooks – Christmas Lights are going up the first Sunday of November (the 3rd). The fire department does help us with this. The Art tour will be the following weekend.

Director Mishler – YCOM is going to be promoting Pulse Point.

Next Meeting; November 14th, 2019 at 6 pm at Sheridan Fire District.

Meeting adjourned at 7:37 pm.

Respectfully submitted,

Grace Neville for Judy Breeden