

AGENDA

Joint Special Board Meeting

This meeting will include the Board of Directors for Sheridan Fire District, SW Polk Fire District and West Valley Fire District

Hosting agency:

West Valley Fire District – 825 NE Main St. – Willamina, OR 97396*

*Public attendance is encouraged virtually and attending in person may be limited per COVID requirements.
Face masks are encouraged for those attending the meeting in person.

June 29th, 2021, at 6:00 pm

Join from computer or smartphone: <https://meetings.ringcentral.com/j/1486870060>

Or by phone: +1(623) 404-9000 Meeting ID: 148 687 0060

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Additions or corrections to the agenda
5. Approval of Minutes/All Agencies
6. Audience Participation:
This is an opportunity for citizens to make comments. Clearly state your name and home address and the topic you will address. Questions may be referred to staff as appropriate to be answered at a future time. Time is limited to a total of three minutes and speakers are asked not to repeat what others have said.
7. Old Business
 - A. None
8. New Business
 - A. IGA Discussion.....All.....Discussion/Action
 - B. Fire Chief Contract.....SWP.....Discussion/Action
 - C. SWP Audit.....SWP.....Discussion/Action
 - D. July Meeting Schedule.....All.....Discussion
 - E. Employee Resignations.....All.....Discussion
9. Director comments and/or agenda items for next month
10. Adjournment

Draft of potential* motions for 6-29-2021 meeting

Minutes

- A. I move to approve the following minutes:
- June 10th Joint Regular Meeting
 - June 14th Sheridan Special Meeting
 - June 15th SW Polk Special Meeting
 - June 17th WVFD Finance Committee Meeting
 - June 17th West Valley Special Board Meeting
 - June 21st SWP WVFD Joint Special Meeting
 - June 22nd SFD SWP Joint Special Board Meeting – Budget Hearing
 - June 23rd West Valley Special Board Meeting – Budget Hearing

New Business

- B. **IGA Discussion:** I move to approve the IGA as presented.
- C. **Fire Chief Contract:** I move to approve the Fire Chief contract with SW Polk.
- D. **SWP Audit:** I move to accept the 2019-2020 audit for SW Polk as presented.

*These motions are drafted to be illustrative in nature. Board member may alter as they deem necessary.

Sheridan Fire District - SW Polk Fire District - West Valley Fire District
 Joint Regular Meeting Minutes – June 10, 2021 6:00pm - 275 Main St. Rickreall, OR, 97371*

*Meeting was held virtually via RingCentral Meetings.

Board Members Present			Board Members Absent
Sheridan Fire District Tammy Heidt Carol Harlan Scot Breeden Parrish Van Wert Brice Ingram	SW Polk Fire District Rod Watson Keith Moore Frank Pender Bob Davis	West Valley Fire District Rick Mishler Roy Whitman Chris Greenhill Connie Brown Mike Alger	Bruce Sigloh
			Administration Present
			Fred Hertel Christine Talley Damon Schultz (V) Les Thomas (V)

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

GENERAL BUSINESS		
Call to Order		President Rod Watson, Southwest Polk Fire District, opened 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 was recited.
Roll call		Chief Hertel calls roll call as delineated above.
Additions or Corrections to the Agenda		Greenhill asks to add the WVFD Finance Committee under new business.
Meeting Minutes	Discussion/Action	Mishler says the June 3 rd WVFD special meeting minutes need to have more information after Chief Warden reads the Confederated Tribes of Grand Ronde termination letter. Motion: Davis Second: Greenhill <i>I move to approve all meeting minutes except for the June 3rd WVFD Special Meeting</i> Motion passes unanimously
Sheridan Financials	Discussion/Action	Motion: Van Wert Second: Ingram <i>I move to approve last month's financials.</i> Motion Passes – Breeden - no; All others – yes
SW Polk Financials	Discussion/Action	Moore asks if the SWP filled their propane tanks. Hertel says yes. Motion: Pender Second: Davis <i>I motion to approve last month's financials</i> Motion passes unanimously
West Valley Financials	Discussion/Action	Brown says the tribal payment doesn't show as added to the revenue and asks if it balances with the deposit. Hertel says yes. Greenhill points out that WVFD double paid their PGE bill last month, which is why it does not appear in this month's financials.

		<p>Motion: Greenhill Second: Whitman <i>I motion to approve last month's financials</i> Motion passes unanimously</p>
Audience Participation	Discussion	<p>Jakob Sessa, President of the West Valley Professional Firefighters, delivers and reads a letter drafted to the board at the suggestion of a board member regarding the creation of a single district.</p> <p>Ryan Mehlhoff, president of the Finance Committee, says that he has asked Chief Hertel for information that he has not received yet. He sent an email for that information on June 8th, under the board's direction, and says he's at a loss for how to get the information. Mishler asks Chief what is the hold up? Hertel says he spoke with Mehlhoff last week and that they agreed the data that they had needs to be consolidated and that as soon as staff had time, they would do that. Mishler expresses frustration, saying it has been 8 weeks.</p>
Seismic Upgrade Invitation to Bid	Discussion	<p>Hertel introduces the Invitation to Bid. Ingram asks how many bids Hertel thinks there will be. Hertel says he doesn't know. Ingram say she was just wondering if Hertel knew of anyone who was interested. Hertel says he doesn't know and that it hasn't been advertised yet, that this is the last review before it is posted. Heidt says they can expect one bid from Baldwin Construction because they've been doing these for a lot of fire districts. Heidt asks if they need to do anything. Hertel says not unless they see something that would hold up the process.</p>
ASA Letter	Discussion	<p>Mishler reads a drafted letter addressing Yamhill and Polk County Commissioners regarding West Valley Fire District's ASA. Changes made to the letter included changing "Departments" to "Districts", and "Representative" to "Liaison".</p>
IGA Discussion	Discussion/Action	<p>Motion: Whitman Second: Van Wert <i>I move to approve the first amendment to the IGA with the termination date of July 1, 2021 in section 2.2.</i></p> <p>Discussion: Whitman adds correction of "terminate" instead of "termination" in the document. Whitman says after they got the termination letter from CTGR the boards' concern has been expenditures of the 40/40/20. He feels they were moving in different directions but would like to continue in a unified direction with a few corrections. Mishler expresses concern over how West Valley Fire District will pay out the other two districts because they house the IT equipment and supplies. Greenhill says that WVFD purchased the computers and SFD purchased the programs, so that number needs to be worked out and they wouldn't have to pay it all right now if the IGA terminates. Greenhill goes on to say that WVFD cannot sustain fiscally with the current IGA. He asks Hertel how long it would take to separate everything in the IGA. Hertel answers that it could be done in July and some contracts would be better to finish because they save the districts money by paying together. He says they may want to create a subcommittee or special meetings to figure out how to separate those contracts. Mishler says he think they should have</p>

it done as soon as possible and that the IT part of the contract is his main concern, that it is quite a bit of money at \$60,000. Hertel clarifies that the IT is \$30,000, split 40/40/20, and WVFD's pay back because they host the server would be about \$7,500. Hertel says WVFD is not committed to the \$60,000, that is not in the contract.

Brown asks if they have shared equipment or has it been bought by one or another district. She's thinking mainly about the sterilizing station. Hertel says the station was bought by the City of Sheridan, and that staff knows where each piece of equipment belongs. Moore asks what the plan would be for shared resources and the districts would still be able to share. Hertel says terminating the IGA does not stop anyone from working together, they would just need another agreement, whether formal or informal. Brown asks if the line staff would still train and do things together. Hertel answers that they will go back to their host agencies, and none would be intended to lose their positions. The Sheridan Board would have to decide what to do with the admin staff.

Whitman says because of CTGR terminating their contract this could be a new starting point. Brown expresses that together is the way to go and hopes they can look at it as an opportunity to clean things up and move forward. Mishler says this gives us a chance to restart but he wants to be careful about the July 1st deadline. Whitman says the reason he put that date in was to keep things in the fiscal year. Brown says she thinks the date is doable and does not see why they cannot put something together in a timely manner.

Van Wert says that someone sitting around the table brought up an interim chief and asks Breeden if he would like to elaborate. Breeden says he is contacted the person that handles interim Chiefs and stated to him that it looked like "the wheels were about ready to fall off the bus." Van Wert asks by what authority he was acting on. Breeden said he did not hire him. Van Wert asks if he was speaking on behalf of the board. Breeden says he did not ask him to hire an interim Chief, or that the board wanted one, and had a conversation with a long-time friend. Heidt says she received a phone call today and was told that Breeden had called that individual, and she asked point blank "did Mr. Breeden ask you to come and be an interim Chief?" And she was told "yes he did ask me, and I told him I was retired, I'm not interested, but I was asked that." Breeden says he don't believe that is correct. Heidt says she had reiterated what was said to make sure she had it correct. Mishler says he also received a call from that individual about having a meeting and that he did not say anything about Breeden asking him to be interim chief. Heidt says the individual had told her he had called Mishler and what they had discussed. Mishler reads a policy that individual board members are not prohibited from supporting, opposing, or publicly commenting on political matters and individual citizens. Greenhill argues that it is not what Breeden did, that it was a violation of his oath of office to represent himself and talk about district business. Mishler argues that it was a public opinion.

		<p>Heidt says she appreciates everyone's time and effort in this endeavor. She is hoping they can regroup and do what's best for their communities. Watson says he has encouraged his co-members to be sure they do not react but respond. He says they must decide, and it sounds like WVFD wants out of the IGA, and it would not surprise him if Sheridan would want to in July. Watson asks if each board must have a majority vote. Hertel says yes. Watson says SWP would have to get a new chief and finish construction. He goes on to say that it was indicated that SWP was getting all the money out of consolidating, but he hopes everyone knows that was not true. Harlan says she believes all the districts were benefitting. Whitman says the biggest opportunity was the Salt Creek station, and he is optimistic they can come up with an agreement with Southwest and if Sheridan wants to be a part of that they would be welcome, but the board is going to change.</p> <p>Motion dies Heidt – Yes; Harlan, Breeden, Van Wert, Ingram – No</p> <p>Mishler says they should have a couple meetings to look at options.</p>
Finance Committee	Discussion	<p>Greenhill says the finance committee has not provided meeting minutes. General discussion of whether they need to provide the minutes follows.</p> <p>Motion: Greenhill Second: Whitman <i>I move we dissolve the finance committee</i> Motion Passes Whitman, Brown, Greenhill – Yes; Mishler – No</p>
IGA Discussion cont.	Discussion/Action	<p>Heidt says there was confusion on the IGA motion. She asks they clarify the motion. Watson says it was to adopt the amendment to the IGA to dissolve it as of July 1. Heidt says let's say "yes" if we want to terminate, and "no" if we don't so that there isn't any confusion.</p> <p>Revote of Motion Motion: Whitman Second: Van Wert <i>I move to approve the first amendment to the IGA with the termination date of July 1, 2021 in section 2.2.</i> Motion Passes Whitman, Greenhill, Alger, Mishler, Brown – Yes Watson, Davis, Pender, Moore – Yes Heidt, Harlan, Van Wert, Ingram, - Yes; Breeden - No</p>
Chief's Report	Discussion	Hertel delivers the Chief's Report
Director Comments	Discussion	<p>Alger asks Greenhill if his only issue with the finance committee is that they haven't provided minutes. Greenhill says that, now the resolution has passed, the administrative staff doesn't have time to deal with them right now, and they also gave themselves the authority to talk to the Tribe. Mishler says there are more options, and the finance committee can provide those options. Greenhill accuses Mishler of costing them the CTGR contract. Southwest Board Members Davis, Pender, and Moore leave the meeting. Alger says they aren't having this discussion.</p>

		<p>Alger says he didn't vote so they are going to revote on keeping the finance committee.</p> <p>Motion: Alger Second: Mishler <i>I move to keep the finance committee amended that they follow the directions of the board, including providing minutes.</i></p> <p>Motion passes Alger, Mishler, Brown - Yes; Greenhill, Whitman – No</p> <p>Mishler says he would like to set a meeting for WVFD next week. Meeting scheduled for Thursday, June 17th at 6:00pm</p>
Adjournment	Action	<p>Motion: Harlan Second: Heidt <i>I motion to adjourn</i></p> <p>Motion passes unanimously</p>

Upcoming meetings/events:

- June 22nd Budget Committee Hearing
- June 14th SFD Special Meeting
- June 17th WVFD Special Meeting

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!

Sheridan Fire District
Special Meeting Minutes – June 14, 2021 - 230 SW Mill St. Sheridan, OR 97378*

Meeting was held virtually via RingCentral Meetings

Board Members Present	Board Members Absent
Sheridan Fire District Tammy Heidt Scot Breeden Carol Harlan Parrish Van Wert Brice Ingram	None
	Administration Present
	Fred Hertel Christine Talley Damon Schulze (V)

Virtual- (V) Arrives after roll call- (ARC)

GENERAL BUSINESS

Call to Order		President Tammy Heidt opens the meeting at 6:01 pm. Sheridan Fire District has a quorum of directors and will allow deliberation, decision making, and will take public comment per the posted agenda.
Audience Participation	Discussion	Harry Cooley says that documents are not added to the website for the public to see. He recommends OWL for better audio quality in meetings. He would like a list of the "half-truths" mentioned in the article published on Flash Alert. Ray Bottenberg asks the board to protect the districts by finishing what they started, regarding the dissolving of the 190 IGA.
Citizen Response Letter	Discussion	Harry Cooley reads the letter sent to him by Chief Hertel. He says he asked for photos and a signed statement from the staff member who witnessed the actions addressed. Discussion follows of what is considered legal and ethical for dumping personal recycling/refuse in the Sheridan Fire District's bin. Van Wert suggests Cooley submit a public records request for the previously requested items. The board of directors states a phone call by Cooley to ask permission to dump recycling, as well as a call from the Chief asking Cooley to desist, would have worked. Motion: Ingram Second: Van Wert <i>I move to get lockable garbage and recycling containers at all Sheridan District Stations.</i> Motion passes unanimously
Director Comments	Discussion	Ingram asks Chief Hertel if he wrote the Flash Alert article and put it on the public forum. Chief says yes. Ingram asks him to explain the OSHA compliance. Hertel responds that they were not compliant with medical and physical testing.
Meeting Adjournment		Motion: Harlan Second: Ingram <i>Move to adjourn meeting at 6:20pm</i> Motion passes unanimously.

Upcoming meetings/events:

- Joint SFD & SWP Budget Hearing: June 22nd, 2021

Board packet and handouts included:

- 6-14-2021 Special Meeting Agenda
- Citizen letter

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SW Polk Fire District
Special Meeting Minutes – June 15, 2021 – 9105 Rickreall Rd. Rickreall, OR 97371*

Meeting was held virtually via RingCentral Meetings

Board Members Present	Board Members Absent
SW Polk Fire District Rod Watson Frank Pender Bob Davis Keith Moore Bruce Sigloh	None
	Administration Present
	Fred Hertel Christine Talley Les Thomas Damon Schulze (V)

Virtual- (V) Arrives after roll call- (ARC)

GENERAL BUSINESS		
Call to Order		President Rod Watson opens the meeting at 6:08 pm. SW Polk Fire District has a quorum of directors and will allow deliberation, decision making, and will take public comment per the posted agenda. No flag salute is recited due to lack of a flag.
Audience Participation	Discussion	None
Future Direction	Discussion	<p>Watson points out that WVFD board members are present and have a quorum. Hertel clarifies that if they do not deliberate, they can be present.</p> <p>Hertel explains that staff have started to separate items belonging to each district. He introduces the consolidation 5-year road map, 2018 transitional chart, and draft IGA for a fire authority. Watson suggests they make a list of goals for SW Polk Fire District. Goals include operating an ambulance, decrease response times, greater organizational stability, and increased service capabilities.</p> <p>Discussion of which district to form a short term IGA with to share resources. Watson asks for input from the volunteers present at the meeting. Volunteers express feelings of isolation. They would like more communication and clarity moving forward. Volunteers also appreciate the training benefits they have received under the current administrative team.</p> <p>The board decides to invite West Valley to a meeting June 21st, 6:00pm at new Rickreall Station.</p>
Meeting Adjournment		Meeting adjourned at 7:54pm

Upcoming meetings/events:

- Joint SFD & SWP Budget Hearing: June 22nd, 2021

Board packet and handouts included:

- 6-15-2021 Special Meeting Agenda
- SWP Fire Authority Budget Scenario
- 5-year road map
- 2018 transitional chart

- Draft IGA for a fire authority

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West Valley Fire District
 Finance Committee Meeting Minutes – June 17, 2021 – 825 NE Main St. Willamina, OR 97396

*Meeting was held virtually via RingCentral Meetings

Board Members Present	Board Members Absent
West Valley Fire District Connie Brown Roy Whitman Rick Mishler	Finance Committee Mark Havel Doug Hunter Dave Clark Ryan Mehlhoff
	None Administration Present Fred Hertel Christine Talley Jason Crowe

Virtual- (V) Arrives after roll call- (ARC)

GENERAL BUSINESS		
Call to Order		Finance Committee President Ryan Mehlhoff opens the meeting at 4:03pm.
Roll Call		Mehlhoff calls roll as delineated above.
Finance Committee	Discussion	Mehlhoff says he has received numbers from the Tribe regarding what it would cost on calls and is working on processing them. He says the Tribe has given 6 months' notice, terminating the contract on Dec. 31 st , 2021. Hertel points out that the West Valley board has a quorum. Mishler says they can ask questions at the meeting. Discussion follows of what to do now that the budget has already been approved. Hertel believes the West Valley Board can make up to 10% adjustments on the budget at the upcoming budget hearing, but he needs to check Oregon law. Scheduled finance committee meeting for June 29 th .
Adjournment	Action	Adjourned at 5:51pm

Upcoming meetings/events:

- Finance Committee Meeting June 29th

Board packet and handouts included:

- Agenda
- Approved Budget 2021

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- Have fun!

West Valley Fire District

Special Meeting Minutes – June 17, 2021 – 825 NE Main St. Willamina, OR 97396

*Meeting was held virtually via RingCentral Meetings

Board Members Present	Board Members Absent
West Valley Fire District Rick Mishler Roy Whitman Chris Greenhill Connie Brown Mike Alger	None
	Administration Present
	Fred Hertel Christine Talley Les Thomas (V) Damon Schulze (V)

Virtual- (V) Arrives after roll call- (ARC)

GENERAL BUSINESS		
Call to Order		President Rick Mishler, West Valley Fire District, opened the meeting at 6:06 pm. The agency has a quorum of directors which allows deliberation and decision making. Public comment will be taken per the agenda. Pledge of Allegiance is recited.
Roll Call		Mishler calls roll as delineated above.
Approval of Meeting Minutes		Motion: Brown Second: Whitman I move to adopt the June 3 rd , 2021 minutes Passes unanimously
Audience Participation	Discussion	Mishler adds more time for audience participation after Future Direction on the agenda. Harry Cooley says that documents is not being posted on the website. He also asks why we are doing something in a matter of days that should take months?
Mike Alger Letter (not on the agenda)	Discussion	Mike Alger reads a letter he wrote to fellow board members.
EMS Update	Discussion/Action	Hertel introduces staff update from BC Mock
Surplus E183	Discussion	Hertel introduces two staff reports. One report was given a month ago regarding E182 and E183. The other is a new report regarding E183. Motion: Whitman Second: Greenhill I move to surplus Engine 183. Motion Passes Brown – No; all others - Yes
Future Direction	Discussion/Action	Mishler asked George Dunkel (SDAO) if he could give a presentation of how an interim Chief would work. Dunkel gives a short virtual presentation, saying they would recruit 2-3 people based on the district needs and then the board would select their candidate. The candidate would be an employee for the District, not SDAO. He warns there is currently not a deep pool of candidates. Mishler explains the finance committee has determined the budget needs to change, and that the Chief will have to check, but he has said the board can adjust up to 10% on the income and expenditure at the budget hearing.

		<p>Discussion follows for how they would be able to keep the current Fire Chief and administrative team. Greenhill says that he does not think Sheridan is a good fit because of Scot Breeden. Brown says Breeden did not destroy the whole thing, that he is only one of five board members. Mishler says the conclusion of the investigation involving Breeden didn't really come out with anything, and that it has been made public. He says the recommendation by the investigator and West Valley's lawyer was to move forward, without any recommendation for prosecution.</p> <p>Discussion of whether to partner with Sheridan or SW Polk.</p> <p>Discussion of Fire Authority with SW Polk. The West Valley Board agrees to accept SW Polk's invitation to a meeting on Monday, June 21st. Mishler asks Hertel to call Sheridan Board President Heidt to schedule a meeting with West Valley.</p> <p>Alger asks Hertel if he has the same proposal and staffing plan for WVFD as he had for SW Polk's last meeting. Hertel says he has not been able to build it, but they essentially did the same thing with the finance committee prior to this meeting. Alger asks if that is something they can look at by Monday night. Hertel says he thinks so.</p>
Director Comments	Discussion/Action	<p>Motion: Brown Second: Mishler <i>I move to start keeping minutes in a hard copy notebook in the main station meeting room in addition to the electronic copies.</i> Motion passes unanimously</p> <p>Greenhill would like to explore the funding available for a 30, 60, or 90-day agreement with Sheridan for Administrative Services. He would also like to know what it would cost for a 180-day IGA with SWP.</p>
Audience Participation		<p>Ryan Mehlhoff thanks the board for the improved dialogue and attitudes this evening.</p> <p>Rita Baller says she sees promising things here. She says the city has contracted with a professional group that does hiring, mediation, etc., and asks if the fire district has anything like this. Mishler says yes. She asks that any votes, other than setting meetings, be set aside until the district can find out the answers it needs.</p> <p>Brown thanks the staff and apologizes for the stress they are under.</p> <p>Whitman says he is not against Scot Breeden, but he is trying to understand why things changed.</p>
Adjournment	Action	<p>Motion: Greenhill Second: Brown <i>I motion to adjourn</i> Motion passes unanimously</p> <p>Meeting adjourned at 7:45pm</p>

Upcoming meetings/events:

Board packet and handouts included:

- Joint Board Meeting 6-10-2021
- Joint Budget Hearing 6-22-2021
- Agenda

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SW Polk Fire District - West Valley Fire District
 Joint Special Meeting Minutes – June 21, 2021 6:00pm – 15455 Salt Creek Rd. Dallas, OR 97338*

*Meeting was held virtually via RingCentral Meetings.

Board Members Present		Board Members Absent
SW Polk Fire District Rod Watson Keith Moore Frank Pender Bob Davis Bruce Sigloh	West Valley Fire District Rick Mishler Roy Whitman Chris Greenhill Connie Brown Mike Alger	
		Administration Present
		Fred Hertel Mariah Prescott (V) Damon Schulze (V)

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

GENERAL BUSINESS		
Call to Order		President Rod Watson, Southwest Polk Fire District, opened the meeting at 6:00 pm. Each agency has a quorum of directors, which allows deliberation, decision making and will take public comment per the posted agenda. No pledge of allegiance is recited due to lack of a flag.
Roll call		Chief Hertel calls roll call as delineated above.
Audience Participation	Discussion	Harry Cooley points out there are no documents on the website. Rita Baller says cell phones should not be used during meetings.
Apparatus Maintenance Update	Discussion	Sean Hoxie presents his staff report regarding apparatus maintenance.
Employment Guidance	Discussion	Hertel introduces the staff report regarding employment guidance, including a letter from the union, requesting a 60-day IGA to allow the three districts to continue to share personnel resources. Hertel reads the staff report. Daniel Homer, union secretary, reads the union letter. Yamhill County Commissioner Lindsay Berschauer expresses support for the union sentiment. She says she is hearing feedback from Sheridan residents concerned about coverage, and she supports the 90-day agreement.
Future Direction	Discussion/Action	Mishler wants to acquiesce to the staff's request. Brown does not want to commit to anything long term but agrees with an IGA for the Summer. Davis suggests extending the current IGA on a temporary basis rather than re-writing one. Motion: Alger Second: Whitman <i>I move to formulate a new IGA between SWP and WVFD, sharing the professional resources between the districts.</i> Greenhill suggests that it is beneficial to have all three to share line staff to help cover vacation times, without a deadline. Whitman suggests an

		<p>amendment that the Chief present a draft IGA on June 23rd. There is no second. Discussion follows regarding whether to make a permanent or temporary IGA. Some board members share concerns about finances, others do not want to waste any more time.</p> <p>Discussion of whether the IGA would include only line staff or admin and line staff. Whitman asks for a point of order, that the chairman re-read the motion.</p> <p>Hertel repeats the revised motion by Alger: <i>"I move to create a new IGA to share resources on a short-term basis: 90-days."</i></p> <p>Motion: Whitman Second: Alger <i>I move to amend the motion, striking "new" and inserting "revised".</i></p> <p>Pender asks Alger to accept the amendment as a friendly amendment, so that they do not have to vote on it. Alger says yes. Vote on amended motion by Alger Motion passes unanimously</p> <p>Meeting is scheduled for a Joint Board Special Meeting between all 3 districts on Tuesday June 29th at 6:00pm at West Valley.</p>
Adjournment	Action	<p>Motion: Greenhill Second: <i>I motion to adjourn</i></p> <p>Whitman suggests they revisit Mishler's concern about including the admin staff in an IGA. Greenhill says they can pull the old IGA and change the dates and time frames to be dealt with on the 29th. Alger expresses concern that the 29th is not soon enough for employees to know what is going to happen. Watson suggests they keep moving and trust that everything is going to work out, as long as the board members do their job.</p> <p>Vote to adjourn Motion passes unanimously</p>

Upcoming meetings/events:

- June 22nd SWP and SFD Joint Budget Hearing
- June 23rd WVFD Budget Hearing
- June 29th Joint Board Special Meeting

Board Packet and Handouts Included:

- Apparatus Maintenance Staff Report
- Employment Guidance Staff Report
- Union Letter
- WVFD Budget Scenarios
- SWP Budget Scenarios

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Sheridan Fire District - SW Polk Fire District
 Joint Board Meeting Minutes – June 22, 2021, 6:00pm – 15455 Salt Creek Rd. Dallas OR, 97338*

*Meeting was held virtually via RingCentral Meetings.

Board Members Present		Board Members Absent
Sheridan Fire District Tammy Heidt Carol Harlan Scot Breeden Parrish Van Wert	SW Polk Fire District Keith Moore Frank Pender Bob Davis Bruce Sigloh	Brice Ingram Rod Watson
		Administration Present Fred Hertel Christine Talley Jason Crowe Sean Hoxie

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

GENERAL BUSINESS		
Call to Order		Vice President Frank Pender, Southwest Polk Fire District, opened the meeting at 6:00 pm. Each agency has a quorum of directors, which allows deliberation, decision making and will take public comment per the posted agenda. No pledge of allegiance was recited due to lack of a flag.
Roll call		Chief Hertel calls roll call as delineated above.
Additions or Corrections to the Agenda		Heidt adds discussing employing agencies for staff.
Sheridan Budget Hearing	Discussion/Action	Heidt asks for public comment. Harry Cooley says thank you for supplying documentation. Heidt asks for board adjustments. There are none. Motion: Van Wert Second: Heidt <i>I move to accept resolution number 2020-21-18 as presented.</i> Motion passes unanimously
SW Polk Budget Hearing	Discussion/Action	Pender asks for public comment. There is none. Pender asks for board adjustments. There are none. Motion: Sigloh Second: Moore <i>I move to accept resolution number 2020-21-06 for SW Polk Rural Fire Protection District as presented.</i> Motion passes unanimously
Employee Agencies	Discussion/Action	Heidt introduces the employee guidance staff report and union letter from the SWP & WVFD Special Meeting on June 21 st . She would like to discuss the administrative team. Breeden suggests changing the date of the addendum. Motion: Davis Second: Van Wert

		<p><i>I move to initiate the transfer of the current eight administrative staff and the four personnel employed by Sheridan Fire District, through the current staffing IGA, to be employed by SW Polk Fire District on July 1, 2021. I further instruct the Chief to follow ORS in making this transfer happen, including the necessary payment of associated transfer costs as set out in the transfer statutes, and to produce a report delineating the specific facts of the transfer. This report shall be shared at the next appropriate board meeting. Assuming the transfer is accepted by SW Polk, an agreement with SW Polk should be produced at the next appropriate board meeting to memorialize this transfer of personnel. For the represented personnel, the Chief is directed to work with the union to take any necessary actions to accomplish the transfer.</i></p> <p>Discussion follows. Sigloh asks for clarification because the meeting on June 21st voted to accept the current 190 IGA with revisions. Heidt says that IGA only included line staff, this motion would include administrative staff. Davis says he is making this motion as one of those revisions and that it takes care of administrative staff. Harlan asks if this will help stabilize the staff. Davis says that is his intention. Moore says his questions seem to be covered by the motion, that it covers the concerns brought forth by the union on the letter.</p> <p>Vice President Pender calls for a vote of all SWP and SFD members present Motion passes unanimously</p>
Adjournment	Action	Meeting adjourns 6:17pm

Upcoming meetings/events:

- June 29th Joint Special Board Meeting

Board Packets and Handouts Included:

- June 22nd Agenda
- SFD and SWP Budget Documents
- SFD and SWP Budget Resolutions
- Employee Guidance Staff Report
- Union Letter
- ORS 236.10, 236.20, 236.30

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!

West Valley Fire District
Special Meeting Minutes – June 23, 2021 – 825 NE Main St. Willamina, OR 97396

*Meeting was held virtually via RingCentral Meetings

Board Members Present	Board Members Absent
West Valley Fire District Rick Mishler Roy Whitman Chris Greenhill Connie Brown Mike Alger	None
	Administration Present
	Fred Hertel Christine Talley Les Thomas (V) Damon Schulze (V)

Virtual- (V) Arrives after roll call- (ARC)

GENERAL BUSINESS		
Call to Order		President Rick Mishler, West Valley Fire District, opened the meeting at 6:01 pm and turned it over to Budget Committee chair Jack Scott. The agency has a quorum of directors which allows deliberation and decision making. Public comment will be taken per the agenda. Pledge of Allegiance is recited. Chief Hertel clarifies that this is not a budget committee meeting, but a special meeting with a budget hearing.
Budget Hearing		Hertel clarifies that Oregon law allows for 10% increase in the budget, but there is no limit on decreasing the budget. Board members decrease the budget to account for Confederated Tribes of Grand Ronde terminating their contract. Mishler reads the budget resolution. Motion: Whitman Second: Greenhill <i>I move to accept the adopted budget 2021-2022 for the amount of \$1,835,000.</i> Motion Passes unanimously
Adjournment	Action	Motion: Greenhill Second: Brown <i>I move to adjourn</i> Motion passes unanimously Meeting adjourned at 6:33pm

Upcoming meetings/events:

- Finance Committee Meeting: June 29th, 2021
- Joint Special Meeting: June 29th, 2021

Board packet and handouts included:

- Agenda
- 2021-2022 Budget

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!

INTERGOVERNMENTAL AGREEMENT FOR SERVICES

This Agreement, by and between Sheridan Rural Fire Protection District (“Sheridan”), Southwestern Polk County Rural Fire Protection District (“SW Polk”), and West Valley Fire District (“West Valley”), is entered into for the purpose of exchanging administrative services between the Parties.

RECITALS

WHEREAS Oregon Revised Statutes (ORS) Chapter 190 authorizes units of local government to enter into written agreements with other units of local government for any or all of the functions and activities of a party to the agreement; and

WHEREAS, each Party is a duly organized rural fire protection districts established under ORS Chapter 478 and the Parties have a long history of working collaboratively; and

WHEREAS, the purpose of this Agreement is to improve operational efficiency and service levels of all Parties; and

WHEREAS, the Parties are parties to certain other agreements on similar subjects and the Parties wish to discontinue the prior agreements in favor of this Agreement,

NOW, THEREFORE, in consideration of each Party’s performance of the covenants, terms and conditions herein and the benefits the Parties receive, the Parties mutually agree as follows:

AGREEMENT

SECTION 1 – PURPOSE

- 1.1 The purpose of this Agreement is to establish procedures and mechanisms for the three Parties to share services over the combined territories of the three Parties. It is hoped that the sharing of services will result in costs savings and economies of scale that will benefit all three Parties and the residents within each Party’s territory.
- 1.2 In particular, this Agreement calls for SW Polk to provide certain administrative services, including Fire Chief services, to Sheridan and West Valley.
- 1.3 Initially, the services are as set out below, but the Parties anticipate that the services and the mechanisms for sharing the services will be adjusted over time as this three-party relationship matures and as all Parties may agree.
- 1.4 Recognizing the purpose and the spirit with which this Agreement is entered into, each Party agrees to cooperate, consult, meet and work together in resolving, to the satisfaction of all Parties, any question or problems which may hereafter arise in connection with the performance of this Agreement prior to seeking any administrative, mediated, or judicial resolutions.

SECTION 2 – TERM; TERMINATION

- 2.1 This Agreement shall begin on July 1, 2021 (“Effective Date”). This Agreement shall continue in effect for 90 days, and will automatically renew for subsequent 90-day periods until terminated earlier as provided below.
- 2.2 Any Party may unilaterally terminate its participation in this Agreement. To unilaterally terminate this Agreement, the terminating party must provide at least 60 days prior written notice to the other Parties, stating the date of the termination. If notice is provided under this provision, the Parties will continue to operate under the Agreement until the effective date of the termination.

Prior to the termination date, the non-terminating Parties may mutually agree to continue with this Agreement without the terminating Party. If the Agreement is continued, the remaining Parties must agree on the terms of such a continued Agreement, including compensation and services. If no continued Agreement is agreed to before the termination date, the Agreement will terminate as between all Parties.

- 2.3 Termination for Lack of Payment or for Failure to Provide Services. If a Party fails to pay the compensation as detailed in Section 5 below or if a Party fails to provide the services as detailed in Section 4 or Section 6 below, another Party may terminate this Agreement subject to the good faith communication and reconciliation requirements in Section 1.4, and subject to the terminating Party providing the other Parties written notice of the breach and thereafter such notice providing the breaching Party at least 14 calendar days to cure the breach. Any termination under this paragraph is without prejudice to any obligation or liability of the Parties already accrued prior to such termination.

SECTION 3 - EMPLOYEES

- 3.1 Sheridan shall transfer its seven administrative personnel and four of its firefighters to SW Polk effective July 1, 2021.
- 3.1.1 The parties will comply with the statutory requirements for the transfer of employees as set out in ORS 236.605 to 236.640 and the terms of any applicable collective bargaining agreement. The SW Polk Fire Chief shall calculate and direct any necessary payments to be exchanged between SW Polk and Sheridan as called for under the applicable transfer statutes.
- 3.1.2. On the date of transfer, Sheridan shall pay each employee for any accrued vacation leave that is not retained by the employee and transferred to SW Polk.
- 3.1.3. Allocation of PERS Liability/Assets pursuant to ORS 236.610(7) and 238.231. The Public Employees Retirement System ("PERS") employer actuarial liabilities and assets of the transferred employees shall remain the responsibility of Sheridan. For the purposes of this section "PERS employer actuarial assets" and "PERS employer actuarial liabilities" have the meanings set forth in OAR 459-009-0350.
- 3.2 This Agreement calls for the sharing of personnel resources and personnel services, but does not provide for the creation of joint employees among the Parties. Each employee providing services under this Agreement is and will remain solely an employee of its original hiring Party. Each Party shall be solely responsible for payment of all wages,

insurance, PERS, benefits, employment taxes, workers' compensation insurance, and any other applicable employment-based benefits for its own employees. The Parties agree and understand that at no time will any employee who provides services under this Agreement be considered an employee of another Party, or a joint employee, for any purpose. The employees providing services under this Agreement shall be governed by and shall apply the rules, policies, employment contracts (if applicable), performance standards, and regulations of the original hiring Party. At no time will employees providing services to the other Parties be subject to any disciplinary policies or procedures of the other Parties.

SECTION 4 - SERVICES TO BE PROVIDED (“Services”)

4.1 SW Polk shall provide the following services to Sheridan and West Valley:

4.1.1 Fire Chief services. The SW Polk Fire Chief will act as the Fire Chief for Sheridan and West Valley and provide all Fire Chief services for each Party.

4.1.2 Fire Service Administration. As supervised by the SW Polk Fire Chief, SW Polk shall provide full administrative services for Sheridan and West Valley. These administrative services shall include: finance and budgetary; fire and EMS operational supervision; fire marshal; training supervision; volunteer recruitment and supervision; resident and student program supervision; clerical services; and administrative assistance for each Board of Directors. This Agreement does not require a certain number of FTE to provide the administrative services; the provision of administrative services is in the discretion of the SW Polk Fire Chief so long as each party receives competent and adequate service.

4.1.3 Such other services that the parties may mutually agree to in writing via addendum to this Agreement.

4.2 Operations. Unless amended by later action of the Parties, the Parties contemplate that responsibility for fire service operations and call responses will continue to be handled by each Party within its own respective territory. The parties agree to allow the Fire Chief complete operational control, including sharing apparatus, personnel and other resources, for the purpose of providing the best possible services globally to all Parties. The Parties are all mutual aid partners, and that relationship will continue in terms of responding to calls for service and overall fire service operations.

4.3 The Services to be provided by SW Polk are in the nature of administrative services, with Sheridan and West Valley reserving to itself all policy functions – functions under the authority of the Sheridan Board of Directors and West Valley Board of Directors, respectively. As a result, SW Polk will have no authority for the provision of Services without the proper budgetary appropriations, delegation of authority, or other policy-level authorization from each Party's Board of Directors.

SECTION 5 - COSTS

Costs for services shared under this Agreement will be split between the parties according to the following percentages: Sheridan, 40%; SW Polk, 20%; West Valley, 40%. As part of the annual budgeting process, the Fire Chief for SW Polk shall develop a budget for the Services and distribute the proposed budget to each Party. This budgeting process shall become the

basis for the costs that will be split among the Parties in accordance with the percentages above. These same percentages shall also apply to any shared equipment purchased for joint use amongst the Parties. Sheridan and West Valley shall reimburse SW Polk for the Services on a monthly basis.

SECTION 6 - IT EQUIPMENT

- 6.1 After a joint investment of \$30,000 among the parties to purchase certain IT equipment and software (IT equipment), the Parties wish to share this equipment.
- 6.2 West Valley will house the IT equipment at its Main Station location. As part of the obligation of housing the IT equipment, West Valley is also responsible for all associated requirements for the IT equipment, including: providing adequate space, providing sufficient and stable electricity, and providing adequate physical security for the equipment. West Valley will also ensure that the IT equipment is fully insured under its property insurance policy. These ongoing routine obligations on West Valley do not include obligations to replace or upgrade the IT equipment.
- 6.3 The Parties will jointly coordinate any necessary or recommended future maintenance services for the IT equipment. Future maintenance includes updates to the software and upkeep of the hardware.
- 6.4 The costs of future required maintenance of the IT equipment will also be shared between the Parties. All IT equipment costs will be shared according to the following percentages: Sheridan, 40%; SW Polk, 20%; West Valley, 40%.
- 6.5 Any Party may terminate its participation in these IT equipment services upon 60 days' notice to the other Parties. If West Valley terminates the IT equipment services, it shall make payments to the other two Parties as set forth below. If either Sheridan or SW Polk terminate these IT equipment services, West Valley will continue to provide the IT equipment services with the other Party and West Valley shall make a payment to the terminating Party as set forth below. If the IT equipment services continue with only two Parties, the costs will be reallocated as follows: 1) if the remaining Parties are West Valley and Sheridan, the costs will be split equally; and 2) if the remaining Parties are West Valley and SW Polk, the costs will be split 2/3 to West Valley and 1/3 to SW Polk. If these IT equipment services are terminated, neither Sheridan nor SW Polk will have any claim to the IT equipment; the IT equipment will belong solely to West Valley.

<u>Termination</u>	<u>Payment from West Valley</u>
0 - 12 months	\$7,920 to Sheridan and \$3,960 to SW Polk
12+ - 36 months	\$3,960 to Sheridan and \$1,980 to SW Polk
36+ months	No payments to either party

SECTION 7 - REVIEW, EVALUATION, AND QUALITY ASSURANCE

Each Party must notify the other Parties as soon as possible of incidents that affect the quality of service delivery under this Agreement. The Parties agree to work diligently towards resolving any issues that may arise.

SECTION 8 - LIABILITY/INDEMNITY

- 8.1 To the extent allowed by the Oregon Tort Claims Act and the Oregon Constitution, each Party will defend, indemnify and hold harmless the other Parties, and the other Parties' elected officials, officers, agents and employees, from and against any and all losses, claims, actions, costs, judgments, damages or other expenses resulting from injury to any person (including injury resulting in death) or damage to property (including loss or destruction), of whatever nature, arising out of or related to the performance of this Agreement by the indemnifying Party, including, but not limited to, any acts or omissions of the indemnifying Party's officers, employees, agents, volunteers and others, if any, designated by the indemnifying Party to perform services under this Agreement, as long as such acts or omissions occurred within the officers', employees', agents', volunteers', or others' proper scope of authority.

Notwithstanding the above, the indemnifying Party will not be held responsible for any losses, claims, actions, costs, judgments, damages or other expenses solely and proximately or directly caused by the negligence or intentional acts of another Party or another Party's officers, employees, agents, or volunteers.

- 8.2 This Section does not confer any right to indemnity on any person or entity other than the Parties. It specifically does not waive any Party's reliance upon the limitations of the Oregon Tort Claims Act, the Oregon Constitution or other statutes relating to governmental immunity.
- 8.3 The obligations of the Parties under this section will survive expiration or termination of this Agreement.

SECTION 9 - NOTICE

Any notice required by this Agreement shall be given by hand delivery or by placing said notice in the United States Mail, first class postage pre-paid, and addressed as follows:

To SW Polk: Board President
SW Polk Co. RFPD
15455 Salt Creek Rd.
Dallas, OR 97338

To Sheridan: Board President
Sheridan Rural Fire Protection District
230 SW Mill St.
Sheridan, Oregon 97378

To West Valley: Board President
West Valley Fire District
825 NE Main St.
Willamina, Oregon 97396

Notice shall be deemed to be received when hand delivered or, if mailed, three (3) days after said mailing. If the mailing address of a Party changes, notice of the change of address shall be given to the other Parties in writing.

SECTION 10 – TERMINATION OF PRIOR AGREEMENTS

Upon the effective date of this Agreement, the Parties agree that this Agreement supersedes and takes the place of prior agreements among the parties on the subject of this Agreement. To that end, the Parties acknowledge and agree that following agreements are specifically terminated: 1) Intergovernmental Agreement for Services between Sheridan, SW Polk and West Valley dated April 11, 2019; and 2) Intergovernmental Agreement for Services – Operations Staffing between Sheridan and SW Polk dated August 8, 2019.

SECTION 11 - ENTIRE AGREEMENT; AMENDMENT

This written Agreement represent the entire agreement of the Parties regarding the subject matter of this Agreement and contains all of the terms and conditions of the Agreement between the Parties. All prior agreements, understandings or the like, whether written or verbal, are superseded by this Agreement and shall be of no force or effect. Any amendment to this Agreement shall be in writing and signed by the representatives of the Parties as duly authorized by the governing body of each Party.

SECTION 12 - EXECUTION

The execution of this Agreement by each of the undersigned is done pursuant to the authorization of the governing body of each Party, voted upon in an open meeting in accordance with Oregon law, and each person executing this Agreement hereby certifies that they are authorized to execute this Agreement. In witness whereof, the Parties, through their duly authorized representatives, have executed this Agreement on the date or dates set forth below.

SHERIDAN RURAL FIRE PROTECTION DISTRICT

By: _____

Date: _____

Name: _____

Title: _____

SOUTHWESTERN POLK COUNTY RURAL FIRE PROTECTION DISTRICT

By: _____

Date: _____

Name: _____

Title: _____

WEST VALLEY FIRE DISTRICT

By: _____

Date: _____

Name: _____

Title: _____

**SOUTHWESTERN POLK COUNTY
RURAL FIRE PROTECTION DISTRICT
DALLAS, OREGON**

**COMMUNICATION TO THE GOVERNING BODY
FOR THE YEAR ENDED JUNE 30, 2020**



12700 SW 72nd Ave.
Tigard, OR 97223

Results of Audit

1. Audit opinion letter - an unmodified opinion on the modified cash basis basic financial statements has been issued. This means we have given a "clean" opinion with no reservations.
2. State minimum standards – We found no exceptions or issues requiring comment, except as noted on page 22 of the financial report.
3. Management letter -- No separate management letter was issued.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used are described in Note 1 to the basic financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the fiscal year ended June 30, 2020. We noted no transactions entered into during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the modified cash basis basic financial statements in the proper period.

Accounting estimates are an integral part of the modified cash basis basic financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the modified cash basis basic financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most significant estimates affecting the modified cash basis basic financial statements were management's estimates of capital asset depreciation, which is based on useful lives of assets, and the fair market value of investments, which is based on active market values or significant observable inputs. We evaluated the key factors and assumptions used to develop these estimates in determining that they are reasonable in relation to the modified cash basis basic financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The disclosures in the modified cash basis basic financial statements are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered some difficulties in the timely procurement of sufficient and appropriate audit evidence due to a change in administrative personnel for the District after year end and issues related to the pandemic, causing a delay in the issuance of the audit report and basic financial statements.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements or determined that their effects are immaterial. There were immaterial uncorrected misstatements noted during the audit which were discussed with management.

Pauly, Rogers and Co., P.C.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the modified cash basis basic financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the modified cash basis basic financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards with management each year prior to our retention as the auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Supplementary Information

With respect to the supplementary information accompanying the modified cash basis basic financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the modified cash basis basic financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the modified cash basis basic financial statements or to the basic financial statements themselves.

The management's discussion and analysis has not been subjected to the auditing procedures applied to the audit of the modified cash basis basic financial statements and we do not express an opinion or provide any assurance on it.

Other Information

We were not engaged to report on the listing of Board members and their terms, located before the table of contents, which accompanies the modified cash basis basic financial statements but is not required supplementary information. Such information has not been subjected to the auditing procedures applied in the audit of the modified cash basis basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Matters – Future Accounting and Auditing Issues

In order to keep you aware of new auditing standards issued by the American Institute of Certified Public Accounts and accounting statements issued by the Governmental Accounting Standards Board (GASB), we have prepared the following summary of the more significant upcoming issues:

GASB 84 – FIDUCIARY ACTIVITIES

This Statement is effective for fiscal years beginning after December 15, 2019, as extended by GASB 95. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. This Statement establishes criteria for identifying fiduciary activities of all state and local governments. The focus of the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. Separate criteria are included to identify fiduciary component units and postemployment benefit arrangements that are fiduciary activities. An activity meeting the criteria should be reported in a fiduciary fund in the basic financial statements. Governments with activities meeting the criteria should present a statement of fiduciary net position and a statement of changes in fiduciary net position. An exception to that requirement is provided for a business-type activity that normally expects to hold custodial assets for three months or less. This Statement describes four fiduciary funds that should be reported, if applicable: (1) pension (and other employee benefit) trust funds, (2) investment trust funds, (3) private-purpose trust funds, and (4) custodial funds. Custodial funds generally should report fiduciary activities that are not held in a trust or equivalent arrangement that meets specific criteria. A fiduciary component unit, when reported in the fiduciary fund financial statements of a primary government, should combine its information with its component units that are fiduciary component units and aggregate that combined information with the primary government's fiduciary funds. This Statement also provides for recognition of a liability to the beneficiaries in a fiduciary fund when an event has occurred that compels the government to disburse fiduciary resources. Events that compel a government to disburse fiduciary resources occur when a demand for the resources has been made or when no further action, approval, or condition is required to be taken or met by the beneficiary to release the assets.

GASB 87 – LEASES

This Statement is effective for fiscal years beginning after June 15, 2021, as extended by GASB 95. The primary objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities.

GASB 89 – ACCOUNTING FOR INTEREST COST INCURRED BEFORE THE END OF A CONSTRUCTION PERIOD

This Statement is effective for fiscal years beginning after December 15, 2020, as extended by GASB 95. The objectives of this Statement are to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and to simplify accounting for interest cost incurred before the end of a construction period. This Statement establishes accounting requirements for interest cost incurred before the end of a construction period. Such interest cost includes all interest that previously was accounted for in accordance with the requirements of paragraphs 5-22 of Statement No. 62, Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 2989 FASB and AICPA Pronouncements, which are superseded by this Statement. This Statement requires that interest cost incurred before the end of a

construction period be recognized as an expense in the period in which the cost is incurred for financial statements prepared using the economic resources measurement focus. As a result, interest cost incurred before the end of a construction period will not be included in the historical cost of a capital asset reported in a business-type activity or enterprise fund. This Statement also reiterates that in financial statements prepared using the current financial resources measurement focus, interest cost incurred before the end of a construction period should be recognized as an expenditure on a basis consistent with governmental fund accounting principles.

GASB 91 – CONDUIT DEBT OBLIGATIONS

This Statement is effective for fiscal years beginning after December 15, 2021, as extended by GASB 95. The primary objectives of this Statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. This Statement achieves those objectives by clarifying the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improving required note disclosures.

Best Practices – Not Significant Deficiencies

1. Fidelity Insurance Coverage

In reviewing fidelity (employee honesty) insurance coverage, we noted that the District carries cash and investment balances above the \$100,000 coverage amount. We recommend that the Board examine this exposure risk and make a determination as to the amount of coverage they feel is prudent in regard to their oversight.

2. IT Controls

During our review of IT Control Policies concerning the accounting system, we noted that the District does not have a policy regarding the use of special characters or numbers in passwords. We recommend that the District consider a policy to strengthen passwords used for the accounting systems.

3. Bank Reconciliations

During our review of bank reconciliations, we found no evidence of a signature or date from the individual who prepared the reconciliations. Additionally, signatures by the Fire Chief indicating his review were not dated, providing no indication of when the review occurred. We recommend that all bank accounts be reconciled and reviewed within one month of the statement end date and that this be documented with signatures and dates.

This information is intended solely for the use of the Board of Directors and management and is not intended to be and should not be used by anyone other than these specified parties.



Roy R. Rogers, CPA
PAULY, ROGERS AND CO., P.C.

Sheridan/SW Polk/West Valley Fire Districts Joint Board of Directors Staff Report

MEETING DATE: 6/29/2021
TOPIC: Employee Resignations
PREPARED BY: Fred Hertel, Fire Chief
APPROVED BY: N/A
ATTACHMENTS: Staff Resignation Letters

BACKGROUND:

I am saddened to report that two individuals are resigning from Sheridan Fire District, Deputy Chief Schulze and Lieutenant Cody Heidt. Both have distinguished themselves as great members and service providers and it has been my pleasure to work with them. Please see their resignation letters attached.

SUMMARY TIMELINE: Informational only

FINANCIAL IMPACT: There would be a financial impact for all three districts for the payout of Chief Schulze's accrued leave. For every experienced volunteer we lose, it has a financial impact on the district.

RECOMMENDED ACTION: I recommend we do not hire Deputy Chief Schulze's replacement at this time.

June 29, 2021

Via Email and U.S. Mail

Ms. Tammy Heidt
President, Sheridan Fire District Board of Directors
230 SW Mill Street
Sheridan, OR 97378
theidt@sheridianfd.org

Re: Resignation of Deputy Chief Damon Schulze

Dear Ms. Heidt:

Our firm represents Deputy Chief Damon Schulze and I write this letter on his behalf. Deputy Chief Schulze resigns his position as Deputy Chief of Operations for the Sheridan, Southwest Polk, and West Valley Fire Districts, effective June 30, 2021. The conditions that led Deputy Chief Schulze to this decision are regrettable and – he has realized – beyond his control. By this letter, he hopes to bring attention to serious problems, including board mismanagement, within and among the three cooperating fire districts.

As detailed below, the misconduct of specific board members has been going on for years. These board members treat the fire districts as their personal fiefdoms and a venue in which to express their own influence and power. This is done to the detriment of operations, staff well-being, and the safety of the communities they serve. Having realized that his best efforts to remedy the problem himself have failed, Deputy Chief Schulze is resigning to send a simple message: this must stop.

The Sheridan Fire District may face legal exposure if it does not take immediate action to halt the unlawful retaliation, board mismanagement, abuse of authority, and danger to public safety created by Director Scot Breeden and others. And it will continue to lose good employees who put the safety of the residents of the districts above any desire for power and influence.

I. Background

Deputy Chief Schulze has dedicated his professional life to fire protection and public safety as a firefighter in the field and in an administrative role. In July 2019, after many years of service to the McMinnville Fire District, Deputy Chief Schulze was recruited to join a team that would serve three fire districts – Sheridan, Southwest Polk, and West Valley (the “Combined Districts”) – in an effort to maximize resources, improve public safety, and better serve their respective communities.

Deputy Chief Schulze took on this role because he believed it was in the best interests of his community. He soon learned, however, that there were significant obstacles to the project’s success. Simply put, the conduct of certain members of the Combined Districts’ Board of Directors (“Combined Board”) has undermined the planned cooperation and is inconsistent with its primary mission: public safety.

A. Summer 2019: the Sheridan, Southwest Polk, and West Valley Fire Districts pool resources to improve service and public safety.

In the summer of 2019, the Combined Districts initiated a plan to cooperate and pool resources. The Combined Districts hoped that a collaborative approach would improve resource allocation, fire protection, and public safety as a whole. To this end, the Combined Districts hired several individuals to comprise a team that served all three districts, known as the Administrative Team. The existence of this group would ensure sufficient staffing to serve the region. To this end, the Combined Districts hired Fire Chief Fred Hertel, Deputy Chief Schulze, Division Chief Les Thomas, a finance director, an administrative assistant, and three battalion chiefs. The coordination effort also included the designation of a reserve ambulance to serve the Combined Districts as they were sometimes short an ambulance during multiple emergencies. The reserve ambulance would also reduce reliance on emergency services coming from the cities of McMinnville and Dallas and any associated delay.

To serve the Combined Districts, Deputy Chief Schulze was tasked with managing the operations of all three districts, an area that covers 535 square miles. This was a challenging assignment but one for which Deputy Chief Schulze was well suited. In this role, he held the title of Deputy Chief of Operations. His colleague, Les Thomas, took on the role of Division Chief of Training and was responsible to administer training programs to all volunteer and career personnel. Of course, Chief Hertel was chosen to lead the Combined Districts and the deputy chiefs reported to him.

In the early months of the project, the Combined Districts experienced much success. This included a reduction in response times, smoother rotation of personnel, increased manpower at all incidents, fewer duplicative operations and efforts, and improved incident command and overall supervision of incidents. The effort also brought each district into closer compliance with legal and regulatory requirements. At that time, most members of the Combined Board were playing a constructive role and helping move the project forward as planned.

B. Fall 2019: tensions develop between some directors of the Combined Board and the Administrative Team.

Although the Administrative Team was largely successful in bringing the Combined Districts together to coordinate as appropriate, the process was not without its problems. There were a handful of individual board members who wanted to exert personal control over their districts and were resistant – or totally opposed – to the positive changes underway. These issues first came to a head in December 2019 during a “Coffee Tuesday” meeting. These meetings are attended by a group of retired volunteer firefighters in the local area. Members of the Combined Board and the Administrative Team often attend these meetings as the retired firefighters are experienced, respected, and influential in the local fire protection community.

By the time Deputy Chief Schulze arrived at the December 2019 meeting, it was underway. Before he entered the meeting room, Mariah Prescott (administrative assistant for the Combined Districts) told him that she had overheard “Damon bashing” coming from that room. She specifically heard Scot Breeden – then President of the Sheridan Fire District Board of Directors – disparage the Administrative Team and its efforts to procure a new fire engine for the Combined Districts. Deputy Chief Schulze was in charge of the Apparatus Committee and President Breeden was complaining that the committee “didn’t know what it was doing” and had not considered less expensive options. President Breeden also disparaged Deputy Chief Schulze personally, stating that he did not know how to do his job. To Deputy Chief Schulze, this felt like an effort by President Breeden to tarnish his name, undermine the work of the committee, and unduly influence the final decision with respect to the fire engine.

Deputy Chief Schulze’s fears were confirmed at the Combined Board meeting the following week. President Breeden launched into a tirade about the purchase before Deputy Chief Schulze had an opportunity to report on the work of the Apparatus Committee. President Breeden was extremely upset – he became red in the face and slapped the table repeatedly – because he felt the Combined Board had too little

information to make the purchasing decision. He yelled at Deputy Chief Schulze that, if they were in the private sector, he already would have been fired. The deputy chief tried to explain to President Breeden that he was *attempting* to provide that very information, but President Breeden cut him off repeatedly, refused to listen, and continued his tirade.

Deputy Chief Schulze later learned that, before the meeting, President Breeden called other board members to discourage them from voting to purchase the new fire engine and to ensure that the vote would fail. The vote to purchase ultimately passed but only after Deputy Chief Schulze was finally allowed to provide board members the information necessary to make an informed decision. (President Breeden was the sole “no” vote and was reportedly very angry that other directors did not vote as he wished.) Of course, such actions violate board policies that require proper notice of all board meetings and that board business occur during board meetings, not in the proverbial back rooms and out of public view. Deputy Chief Schulze suspects that this was not the first time President Breeden engaged in “illegal meeting” activities, *i.e.*, direct communications with board members whereby board business was influenced or even decided prior to the formal meeting and vote. It was very likely not the last.

C. President Breeden threatens to fire the Administrative Team if they defy him.

Following this meeting, several staff and board members approached Deputy Chief Schulze to express their dismay and embarrassment at President Breeden’s conduct, and to praise his restraint. But Deputy Chief Schulze was mortified by President Breeden’s treatment, treatment that was so demeaning and disrespectful that several in attendance *felt sorry* for Deputy Chief Schulze. It would be an understatement to say that Deputy Chief Schulze was deeply humiliated by President Breeden’s decision to publicly berate and insult him. And, more importantly, President Breeden’s display undermined the dignity and professionalism of the Combined Districts and their personnel as a whole.

President Breeden was either unaware or indifferent about the impact of his conduct and, in the months following that meeting, stated repeatedly that “when a fire chief and the board disagree, the fire chief gets a new job.” President Breeden clearly felt entitled to impose his will on the Combined Districts even where it conflicted with the judgment of the Administrative Team and the fire protection personnel on the ground. President Breeden did not hesitate to limit debate, squelch dissent, and intimidate others to get

his way. He expressed his threats directly to Deputy Chief Schulze and Division Chief Thomas, leaving no doubt that their jobs were at risk.

Over the next six months, tensions continued to rise. President Breeden stopped coming into the station except to attend boards meetings. He later stopped talking to the Fire Chief, Deputy Chief, and Division Chief entirely. The problems that had been bubbling up kept getting worse and threatened to boil over, creating an increasingly tense and stressful workplace, and justifiable fear among the Administrative Team and other staff that their livelihoods were in jeopardy.

D. July 2020: President Breeden continues to demean and threaten the Administrative Team.

This misconduct, by President Breeden and other directors, continued into the summer months. The Combined Board held a meeting on July 23, 2020, and it happened that Chief Hertel was on vacation and thus not present. The agenda for this meeting included a number of important items but there was minimal discussion of the Combined Boards' business. Instead, some directors took the opportunity to denigrate Chief Hertel and the Administrative Team under his leadership. Despite important agenda items, a handful of directors including President Breeden, Connie Brown (Director via West Valley), and Rick Mishler (President via West Valley) engaged in verbal attacks against Chief Hertel and his team. These attacks were gratuitous, hostile, and demeaning, and effectively ended the meeting. The conduct of these directors was so egregious that one board member became visibly upset and another left the meeting early.

In particular, President Mishler disrupted the meeting by raising his voice in anger and preventing those who disagreed with him from presenting their point of view. He berated the Administrative Team for failing to recruit students to work in the fire districts. When Division Chief Thomas informed him that they lacked the funds to legally employ students under *state and federal law*, President Mishler responded that he did not care about the rules because they "needed bodies in the stations."

As before, several board members – at least six – approached Deputy Chief Schulze to express their anger and dismay at the other directors' conduct. For Deputy Chief Schulze and his colleagues, this meeting was another painful and demeaning experience. They found it particularly disrespectful of Chief Hertel who was absent and unable to respond on his own behalf. Deputy Chief Schulze was particularly concerned

about the apparent disdain for those employees who operated within the confines of state and federal law.

E. August 2020: the Combined Districts investigate staff complaints.

At this point, the situation had become so tense and acrimonious that it was clear something needed to be done. Chief Hertel contacted the Special Districts Association of Oregon ("SDAO") to complain about these issues and request that they perform a human resources and operations investigation of the Combined Districts. The SDAO representative met with Chief Hertel, Deputy Chief Schulze, and Division Chief Thomas, who shared their experiences with certain board members. At this meeting, Division Chief Thomas expressed that he had also been intimidated and insulted by certain directors who he believed were against the cooperation of the Combined Districts for personal and political reasons. Deputy Chief Schulze and Division Chief Thomas reported that it was impossible for them to satisfy the directors who they believed had created a hostile and abusive working environment and who flouted compliance with relevant regulations.

Upon learning of these serious allegations, Chief Hertel was appropriately concerned about the Combined Districts' legal exposure. Chief Hertel had no choice but to seek legal advice and request an independent investigation of director misconduct. Indeed, the conduct of certain directors created obvious risks for the Combined Districts both as an employer and as a provider of public services. Chief Hertel contacted counsel for the Combined Districts who, in turn, commissioned an investigation by a third party.

The investigation was conducted over approximately nine months and the report issued in June 2021. Once underway, other staff members complained about similar problems with members of the Combined Board. Not surprisingly, a couple of the board members were very unhappy with Chief Hertel's decision to open an investigation and have expressed their dissatisfaction by retaliating and stepping up their efforts to sabotage his tenure as chief.

Although the report (recently issued and reviewed by Deputy Chief Schulze) was itself inadequate and white-washed many serious problems, it nonetheless contained several recommendations to correct board mismanagement of the fire districts. After receiving the report, the Combined Board met in executive session. It did not, however, take *any* action in the open board meeting that followed the executive session, apparently having decided to disregard the potential legal and operational risks uncovered by the investigation.

II. The Combined Districts are at risk due to the misconduct of certain directors.

The events described above are merely the tip of the iceberg.

Unfortunately, based on existing board politics, it is likely that Director Breeden (who is currently a regular member of the Sheridan Fire District Board of Directors) will again be elected president of the Sheridan Fire District Board in the coming weeks. Anticipating this, it has been reported that Director Breeden has been setting the stage to terminate Chief Hertel and the Administrative Team, telling people that the board is unhappy with them and will fire them once he is in charge.

And this is nothing new. In past years, Director Breeden has been instrumental in the termination or resignation of some staff members and several fire chiefs. Director Breeden's pattern is to micromanage the actual fire chief (as if he himself is in charge of operations). When the fire chief inevitably objects that Director Breeden has exceeded his authority – and after months or years of this treatment – Director Breeden retaliates.

In Chief Hertel's case, Director Breeden became upset after Chief Hertel reminded him that, as fire chief, Chief Hertel was authorized to make certain decisions (not the board). This assertion of rightful authority by Chief Hertel was enough to trigger a campaign of retaliation by Director Breeden. The retaliation typically involved Director Breeden badmouthing the current chief behind his back, refusing to communicate with the chief, and abusive behavior when they were forced to interact. The same was true of many of Chief Hertel's predecessors who were pressured or forced out of their position by Director Breeden and his allies.

These incidents are textbook examples of unlawful retaliation. Oregon law protects public employees who report "[m]ismanagement," "abuse of authority," or a "substantial and specific danger to public health and safety resulting from the action" of a public employer. ORS 659A.203(1)(b). The elements of a retaliation claim under this statute are that the employee engaged in protected activity, the employee was subject to an adverse employment action, and there is a causal link between the two. In this context, disclosures within the agency or department qualify as "protected activity" for which an employer may not retaliate. *Bjurstrom v. Oregon Lottery*, 202 Or App 162, 171 (2005).

Here, any number of employees could rightly assert that their complaints about board mismanagement, abuse of authority, and danger to public safety gave rise to retaliatory

actions by Director Breeden and others. *See Hall v. Douglas*, 226 Or App 276, 282 (2009) (retaliation claim appropriate where employee reports “serious misconduct that is of public concern and that does or could undermine the employer's ability to perform its mission.”). On at least this basis, and likely others, the Combined Districts are vulnerable to costly and embarrassing legal challenges.

And, importantly, Director Breeden is not the only problem. Former Director Gary Brooks was himself extremely disruptive and used anger to intimidate and silence district personnel. After his harassment and hostility toward the Administrative Team escalated during the course of the investigation, Director Brooks was asked to resign as a board member. He agreed but only if he was given a position on the West Valley Fire District Finance Committee for which he still attends committee and special board meetings to this day. Although he is no longer a member of the Combined Board, he contributed to its toxic environment and still has access to the Administrative Team that he treated so poorly.

Rick Mishler, the Board President of West Valley Fire District, also engages in bullying behavior and is usually too angry to follow the rules (or the law). An example of this occurred when the West Valley Fire District was seeking a new board member to replace Director Brooks. An individual who is employed by the Confederated Tribes of Grand Ronde Police Department applied and was scheduled to be interviewed. It happens that the tribe and the West Valley Fire District Board have had a contentious relationship in recent years. Without formal approval of the board, President Mishler contacted the applicant and told him that the interview would be a waste of his time because his relationship with the tribe meant that he would not be selected. This upset two members of the West Valley Fire District Board who were not involved in the decision which was apparently made by the other three board members (including President Mishler) during an “illegal meeting” outside of the formal board processes. Finally, there are other directors who play a less active but no less pernicious role in this failure of governance.

III. Conclusion

Deputy Chief Schulze, a long-time veteran of fire protection, describes this work environment as the most unprofessional and hostile of his entire career. At this stage in his career, he has the luxury of resigning his position and leaving the problems of the Combined Districts behind him. But he hopes to improve things for others who are not yet able to leave of their own accord. In particular, Deputy Schulze urges the Combined Board to take steps to protect Chief Hertel, Division Chief Thomas, and the rest of the

Tammy Heidt
June 29, 2021
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Administrative Team before they too are casualties of personal politics, inflated egos, and unlawfully motivated retaliation.

By this letter, difficult to digest as it may be, Deputy Chief Schulze seeks to illuminate the relationship between the Combined Board and the Administrative Team so that change might happen. He hopes that, with some attention, the relationship can be repaired, and the parties can meet their collective obligation to their personnel and the communities they serve. At a minimum first step, he encourages the board to implement the changes suggested by the lawyers who were hired to investigate the issues with the District.

While Deputy Chief Schulze hopes that change will occur from within and through informal means, he also believes that formal legal action is likely necessary to remedy the problems that have developed over time in the Combined Districts. Please consider this letter notice that Deputy Chief Schulze is weighing his legal options up to and including filing suit as necessary.

Finally, please note that this letter has also been provided to the individual directors, SDAO, and counsel for the Combined Districts in the hope that it will cause real change to occur and that this too will not be swept under the rug. The time to make change is now.

Very truly yours,



Laura Salerno Owens

cc (via email only):

Fire Chief Fred Hertel
Spencer C. Rockwell, Special Districts Association of Oregon
Ross M. Williamson, Local Government Law Group PC
Sheridan Board (Scot Breeden, Carol Harlan, Brice Ingram, Parrish Van Wert)
West Valley Board (Rick Mishler, Chris Greenhill, Roy Whitman, Connie Brown, Mike Alger)
Southwest Polk Board (Rod Watson, Keith Moore, Bruce Sigloh, Frank Pender, Bob Davis)

June 25, 2021

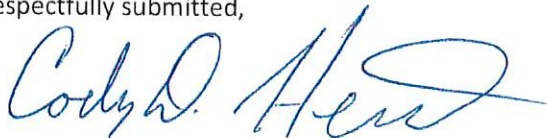
Dear Chief Hertel, Deputy Chief Schulze, Deputy Chief Thomas, and Sheridan Fire Board of Directors,

I would like to express my appreciation for everything you ladies and gentlemen and the entire Administrative Team have done for me and for the Sheridan Fire District as a whole. Effective July 1st, 2021, with 10 years and three months of service I will be retiring my position as a Volunteer Firefighter for the Sheridan Fire District. I would like to request that I be included in the list of Honorary Members. I have given this much thought and feel that it is time to focus on my family. I would like to thank the citizens of the Fire District, current and past Fire Chiefs, Deputy Chiefs, and the current Administrative Team for their dedication and tremendous work ethic. Thank you to Board Members Gary Hampton (Ret.), Tammy Heidt, Carol Harlan and Parrish Van Wert for leading the Fire District to become a better and more efficient organization. You truly represent what board members should do and strive to be.

I have served the citizens of the Sheridan Fire District as a Student, Volunteer, Career, and back to a Volunteer; holding the positions of Firefighter, EMT, Engineer, and Lieutenant. While working for the Sheridan Fire District I worked with the Sheridan School District to provide a Fire CTE Program to high school students enabling them earn both high school and college credit. I have been with the District through devastating losses and great accomplishments, and would not trade my time serving this District and the citizens of the District for anything.

Unfortunately, I can no longer be part of an organization where an individual board member will turn on individuals publicly merely to fulfil their personal agendas. Chief Hertel is the fourth Chief that I have served under since joining the Sheridan Fire District. There is only one common denominator in regards to the turnover in Fire Chiefs and that is Director Scot Breeden. Mr. Breeden continues to manipulate the Board and Fire District to meet his own personal agendas. This has been happening for far too long. The District should not be seeing a turnover of Chiefs every two and a half years. Until there is a change at the board level, Sheridan Fire District will continue to go through Chiefs and never be able to move forward with providing the level of Fire and EMS service that its citizens deserve.

Respectfully submitted,



Cody Heidt