



SHERIDAN FIRE DISTRICT REGULAR BOARD MEETING MINUTES

May 10, 2022, 6:00pm

The Monroe Center, SW Monroe Street, Sheridan, OR 97378

6:30 pm - Meeting called to order by President Cooley

Pledge of Allegiance

Rollcall: President Harry Cooley, Vice-President Tammy Heidt, Secretary Ray Bottenberg, Director Pete Gutbrod, Director Carol Harlan

Staff Attendance: Chief Les Thomas, Office Admins. Susan Shepard and Christy Petree

Approval of Previous Minutes:

03/08/2022 - Regular Board Meeting
03/15/2022 - Supplemental Budget Hearing
03/15/2022 - Special Board meeting
04/12/2022 – Regular Board Meeting

Vice-President Tammy Heidt – Motion to approve all Minutes

Dir. Pete Gutbrod- Second

All in Favor, minutes approved

Approval of Financials:

Dir. Pete Gutbrod – Motion to approve financials

Pres. Harry Cooley – Second

All in favor, financials approved.

OLD BUSINESS:

E. GEMT Blake Jamison, of Tactical Business Group, was present at this meeting to further answer questions and concerns about his company's capacity with Sheridan Fire District. The floor was turned over to Blake first as a courtesy to him.

Blake stated that he will be working on all things GEMT-related; one of those items is that SFD will be receiving funds mid-May from OHA in the sum of \$59k. He stated that this number is lower than what he wants to see but due to a lack of data available from current companies, he is not able to provide enough accurate information for reimbursement. With his services, SFD can expect to see a higher revenue margin as he will be able to have at hand the most current data, which in turn will be able to get SFD more funds via government reimbursements. Blake also stated that he is going to continue to work with the district.

Board thanked Blake for coming to the meeting and stated they will continue to discuss.

A. Seismic Update

Chief Thomas stated things are moving along. Paint is going on the walls currently, with ceiling tiles and flooring following closely behind. Hopeful to have the building ready by mid-June.

B. Levy

Chief Thomas stated that ballots are out and It's almost time to see the results of everyone's hard work. Many volunteers and staff have gone door to door to talk about this levy and what it can do for the community and the SFD. He has answered questions and concerns from the community and feels as though the feedback has been positive. Many thanks to Larry Diebel, Director Pete Gutbrod, and V.P. Tammy Heidt for the hard work in reaching out and sharing with the community about the levy.

C. 40/40/20 Update

SFD has been contacting West Valley directly with no response. Chief Thomas assured the board and community that he is working diligently to ensure that SFD gets the monies owed.

D. Volunteer and subcommittee minutes

There have been no volunteer meetings in the last two months. Nothing to report.

NEW BUSINESS

A. Capital Loan Resolution No. 2021-22-03

Chief Thomas stated that we are moving forward with the loan. The handouts provided show that it is in the best interest of the district to proceed as well as the financing agreement. Projected closing date of June 1, 2022.

Director Carol Harlan asked whether a line of credit would be an option at some point instead of a loan. Chief Thomas will investigate this for future needs.

V.P. Tammy Heidt motions to adopt Cash Capital Loan Resolution 2021-22-03

Director Pete Gutbrod seconds.

All in favor, the resolution approved

B. Budget Committee

There are currently two open positions for this committee. The first Budget meeting is tentatively set for June 2.

C. Budget Officer Appointment

A budget officer needs to be appointed for the continuation of budget meetings.

Secretary Ray Bottenberg motions to make Chief Les Thomas budget Officer.

V.P. Tammy Heidt seconds

All in favor, Chief Les Thomas appointed Budget Officer

D. Lift Assist Charges

Chief Thomas would like to create a new resolution that would adopt new wording in the lift assist billing program. As it currently reads, SFD is to charge each lift assist.

V.P. Tammy Heidt Would like to see a change where it is based on usage. Those who use more frequently will be billed but those who are in need and are not repeat users will have different fee schedules. Suggested a work session to further discuss.

Director Pete Gutbrod says he is torn about charging everyone. Frequent users should pay. Facilities should also pay; however, he knows that when billed, they will most likely pass it down to their clients to pay for. While these lift assists at facilities are helpful to both client and facility, it takes our active crew away from a possible life-threatening call.

Director Carol Harlan suggested looking into creating a volunteer team to respond to these calls.

Chief Thomas stated he will look into that.

Handouts were provided to show what and how other districts and fire services are handling this topic. Chief Thomas asked that they review it and will be discussed it at the next board meeting.

E. New Administrative Officer

Board welcomes new Administrative Assistant Christy Weinfurtner-Petree.

Director Carol Harlan Motions to give Christy Weinfurtner-Petree, new Office Administrator, rights to banks: First Federal Bank, U.S. Bank, and LGIP. Rights shall be all-inclusive with all accounts except for check signing. Her rights shall appear to mirror those of current Office Administrator Susan Shepard.

Director Pete Gutbrod Seconds the motion.

Audience Participation: None.

Board Comments:

Director Pete Gutbrod would like to motion that all surplus items be removed from the parking lot next to the station.

Office Admin Christy Petree stated that we should get a list together of items that need to be removed/donated and make a resolution for the next meeting to go over and be voted on.

Agenda Items for Next Meeting: Life-Assist, Surplus Items

Director Gutbrod- Motion to adjourn the meeting

V.P. Heidt seconds

Meeting adjourned at 9:03 PM