

**Sheridan Fire District - SW Polk Fire District - West Valley Fire District**  
 Joint Special Meeting Minutes – June 29, 2021 6:00pm – 825 NE Main St. Willamina, OR, 97396\*

\*Meeting was held virtually via RingCentral Meetings.

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

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

**GENERAL BUSINESS**

<b>Call to Order</b>		President Rick Mishler, West Valley 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. Pledge of allegiance was recited.
<b>Roll call</b>		Chief Hertel calls roll call as delineated above.
<b>Additions or Corrections to the Agenda</b>		Hertel asks that employee elections transfer form be added after the IGA discussion.
<b>Meeting Minutes</b>	Discussion/Action	<p><b>Motion:</b> Sigloh <b>Second:</b> Pender  <i>I move to approve the minutes of June 15<sup>th</sup>, SW Polk Special Meeting</i>  <b>Motion passes unanimously</b></p> <p><b>Motion:</b> Heidt <b>Second:</b> Pender  <i>I move to approve the minutes for the June 10<sup>th</sup> joint regular meeting, June 14<sup>th</sup> Sheridan special meeting, and the June 22<sup>nd</sup> Sheridan Fire District, SW Polk joint special meeting – Budget hearing.</i>  <b>Motion passes: Breeden - No, all others – Yes.</b></p> <p><b>Motion:</b> Greenhill <b>Second:</b> Alger  <i>I move that West Valley approve the meeting minutes for the June 17<sup>th</sup> finance committee, June 17<sup>th</sup> special board meeting, June 21<sup>st</sup> SW Polk, West Valley Fire Special meeting, and June 23<sup>rd</sup> West Valley Special meeting.</i>  <b>Motion passes: Mishler &amp; Brown – No, all others - Yes</b></p>
<b>Audience Participation</b>		Alger asks that Hertel explain the IGA because it may answer some questions people have tonight. Hertel explains that an Intergovernmental Agreement (IGA) is a contract between two government entities that allows them to do anything they wish to do together. The agreement being determined tonight will allow the districts to continue sharing resources and staff, and they can do it as long or as short as they want to.

		<p>Willamina resident reads a formal complaint against board director Whitman, asserting he violated board rules multiple times, including that he colluded with Chief Hertel outside of a board meeting to draw up a document terminating the IGA as of June 30<sup>th</sup>, 2021. She requests board sanctions against Whitman and that he resign immediately.</p> <p>Sheridan resident says that the board has not provide information or answers to the city council and asks they stop any further thoughtless actions until July 1, 2021.</p> <p>Willamina resident expresses disgust with the article in the Bullet Board written by Chief Hertel and asks the board why they have not fired him.</p> <p>Willamina resident requests more information about current staffing. She would like to know what is going on in Willamina, who is responding, and how long it will take.</p> <p>Sheridan resident says that time should be granted for the new board members to look at all the options.</p> <p>Dallas/SW Resident believes taxes are not paying for fire protection in his area, that response is limited, and he does not support an ambulance for SW Polk if it's going to be a greater cost for citizens.</p> <p>Mishler encourages audience members to put their questions in writing and turn them in to staff.</p>
<b>IGA Discussion</b>	Discussion/Action	<p>Hertel explains the changes that were made to the IGA.</p> <p>Brown objects to West Valley not having an equal say in employee decisions. She expresses frustration with SFD and SWP transferring staff without WVFD input. Heidt says that, as far as she knew, the incoming Sheridan Fire board members wanted to fire the admin team and SWP wanted them, so this made it easier. Davis explains that it was done for the stability of the line staff.</p> <p><b>Motion:</b> Harlan <b>Second:</b> Davis <i>I move to approve the 190 Agreement for a term of 180 days with a 60 day out clause.</i> <b>Motion Passes: Brown &amp; Breeden – No, all others – Yes.</b></p>
<b>Employee Elections</b>	Discussion/Action	<p>Hertel introduces employee transfer form and explains that the SFD and SWP board must decide if they will allow employees to transfer their entire vacation/holiday accrued time, rather than just the 80 hours required by law.</p> <p><b>Motion:</b> Pender <b>Second:</b> Sigloh <i>I move to accept the bank of the employee as the max transfer amount and use this form to track it.</i> <b>Motion passes unanimously</b></p> <p><b>Motion:</b> Harlan <b>Second:</b> Heidt</p>

		<p><i>I move to accept the bank of the employee as the max transfer amount and use this form to track it.</i></p> <p><b>Motion passes unanimously</b></p>
<b>Fire Chief Contract</b>	Discussion/Action	<p><b>Motion:</b> Pender <b>Second:</b> Davis</p> <p><i>I move to approve the Chief's contract as previously written, replacing Sheridan with SW Polk.</i></p> <p><b>Motion passes unanimously</b></p>
<b>July Schedule</b>	Discussion	<p>Discussion of when to host the next joint meeting. Hertel says that financials won't be available in time because of the Fourth of July holiday. Board members agree to continue having joint board meetings, rotating locations, and keep the meeting on July 8<sup>th</sup> at 6pm without the financials.</p>
<b>Employee Resignations</b>	Discussion	<p>Hertel introduces the resignation letters from Deputy Chief Schulze and Lieutenant Cody Heidt. Heidt expresses that she was disturbed by the letter regarding Chief Schulze. She believes the districts are vulnerable to a lawsuit. Van Wert says he believes they have avoided the dereliction of duty by transferring the administrative staff to SW Polk. Harlan expresses that she finds it difficult to remain on the board and only does so for the staff.</p> <p>Mishler says the investigation has been made basically public. Harlan and Heidt say all three boards must move to make it public and SFD has not. Mishler says he believed the information was released in public to Breeden, and that he misunderstood.</p>
<b>Director Comments</b>	Discussion/Action	<p>Brown expresses frustration with board members pointing fingers and says she believes they should start from scratch.</p> <p>Greenhill introduces that SW Polk has officially applied to get a license to run an ambulance and says he would like to make a motion to draft a letter from the WVFD to the Polk County Commissioners supporting that licensing as a benefit to us in the future. Brown and Mishler say they would need to discuss how it effects WVFD. Mishler says he thought that SW Polk could only apply for a license through WVFD. Alger expresses frustration that board members say they want to be positive and help the citizens of all communities but then they postpone things that could help. Brown asks Watson about their ASA. Hertel explains why SW Polk is asking for a license. He introduces support letters that are already drafted for the WVFD and SFD boards to review. Brown and Mishler express frustration that the letter was already written without their knowledge. Hertel explains that SW Polk's bid for a license has been in his weekly emails.</p> <p><b>Motion:</b> Greenhill <b>Second:</b> Alger</p> <p><i>I move we approve the letter, that we write a letter of support for SW Polk to the Polk County Commissioners that they receive the licensing and certification to run a staffed ambulance.</i></p> <p><b>Motion passes unanimously.</b></p>

		<p>Brown requests that discussions come to the board first, before being discussed with individual board members. Davis says that request is censorship by a governing body and is illegal. He says board members aren't engaging in decision making conversations. Brown asks for clarification of what is allowed for board members to talk about outside of board meetings.</p> <p><b>Motion:</b> Moore <b>Second:</b> Whitman  <i>I move that the Chief find someone to do training for board members.</i>  <b>Motion passes unanimously</b></p>
<b>Adjournment</b>	Action	<p><b>Motion:</b> Greenhill <b>Second:</b> Whitman  <i>I motion to adjourn</i>  <b>Motion passes unanimously</b></p>

Upcoming meetings/events:

- WVFD Finance Committee Meeting July 6<sup>th</sup>
- Joint Regular Board Meeting July 8<sup>th</sup>

Board Packets and Handouts Included:

- Drafted IGA
- SWP Audit
- Employee Resignations
- ASA Support Letter

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!