

Sheridan Fire District  
Board  
07/11/2023

Attendance: Gary Giddings, Ray Bottenberg, Pete Gutbrod, Cory Chrisman, Tammy Heidt

Others Present: Division Chief Phill Riggs, Marguerite Alexander, Chief Les Thomas (via Zoom), Daniel Cummins, Michaela Woods, Pat Loving (via Zoom)

The meeting was called to order at 6:33 p.m. by Tammy Heidt

**Swearing in of Board of Directors:**

Four Board members were sworn into office by Division Chief Phillip Riggs:

Gary Giddings, Tammy Heidt, Pete Gutbrod and Cory Chrisman.

**Election of Officers:**

Pete made a motion to keep the officers positions the same: Tammy, President; Ray Vice President; Gary Giddings; Secretary/Treasurer. The motion was seconded by Cory. The motion carried.

**Approval of the meeting minutes:**

June 13 (Three meetings that night)

May 9, May 16 and May 18:

Ray moved to approve the minutes for the three meetings on June 13 as well as May 9, May 16 and May 18 Gary seconded the motion. The motion carried.

**Financials: For May and June**

Tammy asked about the 5 "Journal entries" in the check register made on June 30. All credits. (Ask Kathie). It could be moving monies from one account to another for zero budget balance.

Gary made a motion to approve May's financial report and hold off on June's financials. Ray seconded the motion. The motion carried.

**Audience participation. None**

**Old Business**

- A. Community Outreach (See attached.)
- B. Fee Increase (Some are new...some are increases)

Points to be clarified:

- Meaning of "Standby"
- Clarify \$50/violation per week. (Tammy, some agencies do it daily.) Mark that for review. Be more specific. 3 violations = \$150/week until it is done. (Tammy) The state generates the forms (Chief).
- Special Events: Is the fee for one event or per day? Does the City issue the special day permit? Chief to present approved forms to the City. One event – not per day. Hold people fire accountable. (Chief) Oregon fire code approved at our level – taken from the state level.
- The goal is to get more coverage for our area. We have a lot of noncompliance and self-regulation. How do we hold people accountable? We need a policy in place. We can't do a

resolution until after a second reading. First agree on the amounts. Next the format. We can approve the numbers but need to follow the ORS for adopting the resolution.

Ray moved to approve Exhibit A of the Fee Schedule. Gary seconded. The motion carried.

The Board asked Chief to move forward with the ORS to make the resolution legal. It is to be put on agenda for next month.

#### New Business

1. Ray moved to add Cory Chrisman and remove Harry Cooley as a check signer. Pete seconded the motion. The motion carried.

2. Resolution No. FY 2023-23-01.

One change noted: 11 Authorized of Signatures. The Board asked to strike out the last sentence. Replace it with "In an emergency, the Chief can be a second signature on a check in the event there are no other board members available."

Pete made a motion to approve the Resolution FY 2023-24-01 as amended. Ray seconded the motion. The motion carried.

3. Update on the Capital Loan

- US Bank approval for two amounts – Capital and Operating Expenses
- We received approval from Umpqua
- We will need an emergency meeting early next week (Online if necessary.)
- No longer moving forward with Government Capital.
- Two different options:
  - a. Capital loan -- \$378, 000 Ambulance remount, brush rig remount at a rate of 5.39% over 7 years
  - b. \$613,000 operating expenses at \_\_\_\_\_
  - c. Umpqua \$800,000 over 10 years at 6.5% interest.
  - d. Chief recommends US Bank for the Capital loan (The ambulance will be ready in a couple of months.)
  - e. Chief will try to never do a tax anticipation loan.

4. No quorum for volunteer meeting. No meeting minutes. No representative

5. LOSAP more complex than he thought. Tabled until next meeting.

#### Good of the Order

1. Gary – Would like a Chief's report. Number of calls and how it went.

2. Tammy gave kudos to the St. 97 crew. They responded with two vehicles (M97 and 97)

3. Ray asked about Updates on the Polk County ASA. Update the EAOS on our staffing. Told it would be awhile. Not sure. Waiting to hear about their next meeting.

4. Cory does not yet have a district email.

5. Pete requested polo shirts for Gary and Cory.

6. Tammy: She will follow up regarding article about Columbia County Fire Board. Will send link to Board.

Gary made a motion to adjourn. Seconded by Pete. Motion carried at 7:46 p.m.