

Sheridan Fire District
Board Meeting
10/11/2022

The meeting was called to order by Tammy Heidt at 6:30 p.m.

Members Present: Pete Gutbrod, Harry Cooley, Tammy Heidt, Ray Bottenberg (via Zoom), Carol Harlan (Joined at 6:40 p.m. via Zoom)

Others present: Chief Les Thomas, Battalion Chief Phil Riggs, Carol Rogers, Jay Payne, Blake Jamison (via Zoomj), Gary Giddings

Harry made a motion and Pete seconded it to approve the minutes from the Sept. 20, 2022 meeting. Ray asked about item G under Old Business: Adoption of the Board Rules. The information in the minutes was incomplete. It should state that Ray made the motion, Harry seconded it and the motion carried. And under New Business item A, Ray asked who seconded the motion? The minutes should note that Pete seconded the motion. The minutes were approved with the amendments made as mentioned.

Approval of the financials for August was tabled last month. The Board needs to approve the financials for both August and September. Harry moved to approve both the August and September financials. Pete seconded the motion. Ray abstained due to not seeing them. The motion carried.

Blake will have completed the closing reports for billing these past couple months in the next couple of days and he will have them for the Board by the next meeting. He has also linked the US Bank account to Quickbooks. Previously it had to be inputted manually. LGIP will not automate. By the next board meeting Blake will have everything categorized correctly and will have the per quarter comparison of this year and last year.

Change in Agenda. Chief Thomas mentioned that under New Business there was to be discussion regarding board rules and regulations and the fifth board member. Nothing negative; informational only. Information is being collected for that board member who has experienced email trouble and is now sick. Chief will take it over to her. Tammy said that topic will be eliminated at this point.

Audience Participation. Tammy read the rules as a reminder for participants. Board members will not request audience participation outside the designated period. Participants must state their name and home address and the topic to be discussed which may be referred to staff and will be addressed at a later time. Comments are limited to 3 minutes. Participants are asked not to repeat what others have said. Everyone is to treat each other with respect. Abusive behavior will not be tolerated.

There was no audience participation.

Old Business:

1. Vehicle surplus discussion

All vehicles have been checked for DOT non-compliance. Not all of district apparatus passed. (Non-compliance = not safe for the road.) To date the District has spent more than \$54,341 on repairs. The apparatus that is non-compliant can all be brought into compliance. \$13,829.66 has been spent on 2000 E9 this last quarter. The district does have some outstanding invoices with Forest Glen. Added to the amount he has listed as owed, Chief Thomas received estimates today on what it would take to bring the

apparatus up to compliance. \$3,500 for T97. Chief Thomas is determining what apparatus are the primary to protect our citizens more immediately. T98 needs a lot of work including work that needs to be done including work by a certified mechanic. He is concentrating on engines and brush rigs. A list of extensive details on what it would take to get apparatus back into service is included in the board packet with asterisks indicating things that must be repaired. All else is deferred maintenance. The numbers Chief Thomas got are estimates. Products could be delayed or back ordered. Chief Thomas is working on a detailed plan in which we either repair equipment or start a long-term replacement plan. We are currently falling further behind every year. We have already spent three quarters of our budget—which was increased—as deferred maintenance kept stacking up. Is it broken? Will it hinder or cause a safety issue? That determined if it was to be fixed. We have enough engines, tenders and brush trucks to operate safely. Chief Thomas feels we are overequipped. He has been talking to the insurance agent about dropping some the vehicles. We have to be proactive not reactive to better protect our community. He has talked to vendors. Fire trucks are two years away. If we are in a fender bender even if not our fault, they will pull the records. If we are at a fire and a pump stops, working, we will be held responsible. This is a BIG project. Chief Thomas will set a standard for multi-use vehicles. Chief Thomas feels it would benefit us to surplus a couple of our vehicles. Pete said that the days to have people come to staff multiple vehicles are over. We have to have these multiple-use vehicles. Pete doesn't want us to see us spend \$400,000 on a piece of apparatus that won't be able to use. It is not good business. We need to ask what can we put at Ballston? What can we put in Buell? What can we put here? Tammy asked the board members their opinions.

Pete: It's not just the apparatus; it's staffing. Ballston is down to two volunteers. We have a tender and brush rig in Ballston. Can we justify having an engine there? In Buell the tender (1986) and brush rig need to go away. We have more of a response out there. Should we have an engine or a Type 3 in Buell? He's not sure if this district can support four engines now. A new engine holds 2000 gallons of water. He feels we have too much stuff and need to thin things out. He finds it hard to stomach putting so much into repairs for apparatus that is old and isn't being used much. R9 has only been used three times in one year. It has value. The money from it could be used toward a Type 3.

Harry said he agrees with Pete, but he doesn't want to see us get rid of apparatus we need now and doesn't want us to diminish our responses. According to Chief Thomas we respond on about the same number of fires and true extrications and a multiple-purpose vehicle could serve both purposes. He assured Harry that we can take all the equipment from the Rescue and put it on another vehicle. And it would cut down on the number of vehicles staff would need to be trained to operate. Harry does not want the district to take something out of service until we have something to replace it or have a plan.

The Chief said he gave out a 15-page vehicle replacement document two months ago. He described the Rescue as a "toolbox." He feels it is easier to run a squad (550 with a rescue box) concept.

Vehicles are hard to come by right now. It is two years. Chassis – there are 6 in Texas. 5 just sold. One has a bid on it. You have to move fast and have a plan in place for when vehicles become available.

Ray agrees about the need to realign the fleet to match our operations. Ray had a question about multiple-purpose trucks including the weight. (Chief responded that they hold 750 gallons, are made to go off road (AWD) and meet all of the district's needs.)

Carol said that multiple-purpose rigs have always been on the table. She asked for a schedule on how to get over to that. She doesn't like scare tactics or the pressure to get it bought. While we need to modernize, she understands that we need a good plan. It is not going to happen in a 3-year period.

Tammy said she feels we are hemorrhaging money from deferred maintenance. Decisions are based on apparatus we don't use. The district has apparatus that is not used, not staffed. She looked at reports from the last meeting and the DOT report. The Medics are the bread and butter of the district and are our primary concern. We have a third Medic that needs work but has a new box that can be remounted. She feels a Type 3 is the way to go in the future. We have applied for OFSM grant and have GETM money coming in. She would like to see the district jumping on a chassis for a third Medic. Two out of main station and one in Buell. The third medic would be staffed 8 hours/day but wouldn't be ready until spring. We need to plan for it and start action for obtaining a Type 3 and a chassis for a third ambulance. Time frame: money going into the equipment reserve: 18 months for a Ford. Dodge: 9 months to a year. GMS or Chevrolet: 16 months. She said that we know what we need so why not start planning right now?

Harry asked Chief Thomas about our commitment. If we get on the list, are we committed financially? Chief Thomas said "Yes" – as soon as we sign a contract. Harry wanted to know what would happen if we didn't have the money when our name came up. He feels that planning is one thing and committing is another. He doesn't want to see our capabilities diminished. There is also the possibility of the need for water rescue if the city puts in a boat ramp.

Pete said that he is concerned that the wait time could become longer – two years, two and a half years. Worried we will get farther and farther behind in age with our apparatus.

GETM money remains a prospect. We have the capital expenditure loan is and the rates are low. The Interest rate will go higher. Tammy would like us to put more money into the Capital Equipment Reserve Fund.

The Board agreed that a Medic chassis and Type 3 are the top priorities.

Pete mentioned that R9 is worth \$50,000 to \$60,000 now. He doesn't want us to just sit on it. This is a starting point.

Pete made a motion to put R9 out of service and sell it, with the money from the sale earmarked for the apparatus fund. Carol seconded the motion.

Discussion on the motion.

Harry asked if the district needed to surplus and sell it or put it out for bid. Carol said it is okay to surplus and sell it.

Ray said the Board is probably going the right direction but feels it is rushed.

Vote on the motion:

Pete: Yea Ray: Nay Harry: Yea with reservations

Carol: Yea Tammy: Aye.

The motion carried. Pete asked Chief Thomas to prioritize: Ambulance or Type 3?

Chief's response: We are going to have to expand whether or not we like it. The Tribe lost 3 people last week. Mac Fire lost 4 people. He has a new staffing model. The 2012 is usable at the moment. We could retain the money to pay some of the loan down but then we are getting back into deferred maintenance – putting a Band-Aid on hole in a ship. If we get a multi-purpose vehicle, we can thin down the fleet and cut maintenance costs. Right now, he recommends going with the ambulance but 20-minutes from now he said he might say a Type 3.

The district is currently using the 2021 and 2018 ambulances – one of the newest fleets in the area. The 2012 will be rotated back in next month. The district has enough equipment for two ALS ambulances – as promised to the voters. The heart monitor for the third came in for a third ambulance but other equipment is needed first.

The Chief said we need vehicles that can be staffed by volunteers.

Harry said that remounting the box makes sense. We can only remount one as the other ambulance has already been remounted.

Chief Thomas noted that he is concerned about over promising and under delivering with the GEMT money. We do have \$62,000 in conflagration money coming although he doesn't want to count that money until it's here.

Tammy asked for a plan.

Carol suggested putting money away. Do more research on the multi-purpose vehicle and use the older ambulance as little as possible. She would like to see us wait. And she would like to read the report in the board packet on the fleet.

Tammy said she disagreed. Vehicles need to be repaired if they are to be used. The district needs to get more information to determine how to prepare for fire season next year. Thinks it would be easier to get a chassis for an ambulance than a Type 3 which, according to Pete, would be a timely thing to get with grant money.

Harry said he would like to prioritize the chassis for the ambulance but work forward on a Type 3. He feels the district needs to take a serious look at what it is going to fix and what it isn't going to fix.

Harry made a motion to direct Chief Thomas to get more information and look into purchasing a chassis for the 2012 ambulance to remount the box and get more information on a Type 3 and bring it to the Board before the end of the month so the Board to make a decision. Ray seconded the motion. (Money from the sale of R9 would pay for a new chassis.)

Carol asked the cost. Tammy said the chassis we missed was \$55,000 and a Type 3 runs \$393,000 or \$398,000.

Harry, Ray, Pete and Tammy voted in favor of the motion. Carol opposed the motion.

The motion carried.

The Board thanked Carol Rogers for the donation in memory of her husband, former Board member Dennis Rogers. The money was used to purchase two AEDs which will be labeled with plaques noting that the AEDS are in memory of Dennis.

B. Vehicle Maintenance

Chief Thomas recommendation is to wait until he receives the evaluations of what it will truly cost. What is going to work. What isn't. Then he can bring it back to the Board. His goal is to keep the cost to a minimum.

C. Yamhill/Polk County ASA Studies

Chief completed the Yamhill/Polk ASA studies:

- The Polk County report was 20 pages. He did it first.
- They are looking at efficiency. Which vehicles are making which runs and are getting away from timed responses. (Service designated as frontier, which is about 6 %, will not focus on response times but on

quality of service.) Chief Thomas said the groups we are working with are really good and are working with us. They came by for inspections. The two-ambulance concept is a good set-up for us.

D. Pancake Feed

Costs ran between \$3,800 to \$4,000 for breakfast. Leftover eggs were sold to McMinnville. We broke even or made a little money. Donations were still coming in last week. Overall support was higher than before we went for the levy. It was a good opportunity to engage with the community. We will do a better job of advertising next year.

E. Monitor purchase: This is a vital component for a third ambulance. New monitors cost \$46,000. We found one refurbished for \$26,000. When the consumables come in the third ambulance will be 95% ready for ALS response. We are applying for a grant from Spirit Mountain for \$25,000 or less for additional equipment (CPR device).

F. FireMed/Life Flight Enrollment. McMinnville uses joint FireMed/Life Flight combo. The response has been good although we have had some problems with the brochures and pricing issues. The Board of Directors will get ground and air provided by the district. Ground will be provided for all our volunteers. The Board was asked to complete the form which is included in the board packet.

G. West Valley FD Invoice Update: Chief Thomas, Tammy and Harry went to WVFD Board meeting to discuss the invoice for the lawyer's fees covering the merger. WVFD agreed to pay it (Dec. 28, 2021). This will be the fifth time the we passed the invoice through. Tammy said she went to Willamina City Hall. She has the check in hand. "It's paid," she said.

New Business

- A. **Seismic Update: Seismic** – Good news: We are about ready to put this to rest. Bad news: The school sent another invoice at the last minute. The grant awarded was for \$792,00 bid but it took \$1.423 million. \$120,585.94 was the final amount submitted to the state. He sent her (Gloria) the school district invoices we recently received. The contract was written for the first four months. We are now paying the last four months plus utilities. A sewage line broke and cost \$7,500 to fix. It is our responsibility. The heating system cost approximately \$11,500. Gloria said she is considering it. Chief is not sending anything until she agrees. Chief has a punch list of things the construction company has not completed. The deadline has been extended to the end of the month. She has agreed to allow Chief to extend it. Chief will have Harry sign it so he can submit it.

If the need arises for a meeting before the end of the month the Board agreed to a virtual meeting to further discuss apparatus.

Chief Thomas also needs the Board to approve a resolution designating him as the Chief Budget Officer. Chief will send the resolution to Ray and Carol and it will be added to the virtual meeting.

A motion was made to adjourn the meeting with Pete seconding it. The meeting was adjourned at 8:16 p.m.

Respectfully submitted,

Marguerite Alexander
Administrative Assistant