

**Sheridan Fire District**

Special Meeting Minutes – August 3, 2021 - 230 SW Mill St. Sheridan, OR 97378\*

\*Meeting was held virtually via RingCentral Meetings\*

Board Members Present	Board Members Absent
<b>Sheridan Fire District</b> Tammy Heidt Scot Breeden Ray Bottenberg Harry Cooley	Carol Harlan
	Administration Present
	Fred Hertel Christine Talley (V) Mariah Prescott (V)

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

GENERAL BUSINESS		
<b>Call to Order</b>		President Harry Cooley opens the meeting at 7:12 pm. Sheridan Fire District has a quorum of directors and will allow deliberation and decision making. Pledge of Allegiance is recited in prior meeting.
<b>Roll Call</b>		Cooley calls roll as delineated above
<b>Additions/Corrections to the Agenda</b>	Discussion	None
<b>Audience Participation</b>	Discussion	John Stanislaw, Sheridan – States that he appreciates the professionalism of the SFD board at the last meeting.
<b>Seismic Bids</b>	Discussion/Action	Hertel introduces the Seismic Retrofit bids. All questions from the board are answered by Chief Hertel. Board decides to research the companies with the two lowest bids.  A special meeting is scheduled for August 10 <sup>th</sup> to select a contractor.  <b>Motion:</b> Cooley <b>Second:</b> Heidt <i>I move to have Directors Breeden and Bottenberg research DSL and Baldwin construction.</i> <b>Motion passes unanimously.</b>
<b>New Attorney</b>	Discussion/Action	Cooley recommends Eileen Eakins. Heidt asks why they think they would need a new attorney. Cooley believes they wouldn't want to share the same attorney while they are separating from the 190 agreement. Chief Hertel asks how the board wants staff to handle the contractor bids with a new attorney. The board agrees that the same firm should complete the project. Hertel also asks about the BOLI claims. Cooley states so long as it is not Ross, the same firm can continue to handle it.  <b>Motion:</b> Breeden <b>Second:</b> Bottenberg <i>I move to ask Eileen Eakins to be legal counsel for Sheridan Fire District.</i> <b>Motion passes unanimously.</b>
<b>Hiring Fire Chief</b>	Discussion/Action	Cooley states that it is not unlawful to hire a Fire Chief without advertising the position.  <b>Motion:</b> Breeden <b>Second:</b> Bottenberg <i>I move to hire Les Thomas as the Fire Chief of Sheridan Fire District.</i>

		<p>Heidt states that she will vote “no” because of how the process has been handled. Cooley asks Heidt to clarify her concern. Heidt states she feels the last meeting’s motions were too fast and were preconceived. Cooley asks if she is insinuating that they’ve been having illegal meetings. Heidt says she is not insinuating anything, but she does not like the feeling of it.</p> <p><b>Heidt – No, All others – Yes.</b></p>
<b>Financial Signers</b>	Discussion/Action	<p>Heidt believes all the boards should be signers, along with a Chief in case of emergencies.</p> <p>Hertel clarifies that as the administrator of the account, he has the authority to sign, although he has been instructed not to sign checks. Heidt clarifies that is the bank policy for the administrator of the account to be a signer. Breeden says they can have a policy that the administrator cannot sign.</p> <p><b>Motion:</b> Heidt <b>Second:</b> Breeden  <i>I move to have all board members signers with a Chief in case of emergencies.</i>  <b>Motion passes unanimously.</b></p>
<b>Executive Session</b>		As authorized under ORS 192.660(2)(a) to consider the employment of a public officer, employee, staff member or individual agent.
<b>Hiring Fire Chief</b>		<p><b>Motion:</b> Breeden <b>Second:</b> Bottenberg  <i>I move to have Tammy and Harry enter into negotiations with Les Thomas for Chief of Sheridan Fire District</i>  <b>Motion passes unanimously</b></p>
<b>Meeting Adjournment</b>		<p><b>Motion:</b> Bottenberg <b>Second:</b> Heidt  <i>I move to adjourn.</i>  <b>Motion passes unanimously.</b></p> <p>Meeting adjourns at 7:49pm.</p>

Upcoming meetings/events:

- SFD Special Meeting August 10<sup>th</sup>
- SFD Regular Meeting August 16<sup>th</sup>

Board packet and handouts included:

- Seismic Bid Quotes
- Eileen Eakins resume
- Eileen Eakins engagement 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!