

Sheridan Fire District  
Regular Board Meeting  
February 11, 2019

The board meeting was called to order at 7:30 pm by President Scot Breeden.

**ROLL CALL**

**Board:** Tammy Heidt  
Scot Breeden  
Dennis Rogers  
Dennis Grauer  
Brice Ingram

**Staff:** Fred Hertel, Fire Chief  
Allen Aschim, Deputy Chief  
Judy Breeden, Administrative Asst.

**Guests:** Herald Levy

**MINUTES**

**Motion: Tammy Heidt**                                **Second: Dennis Rogers**  
**Move to approve the regular board minutes as written. Motion passed.**  
**Heidt; aye Breeden; aye Rogers; aye Grauer; aye Ingram; aye**

**FINANCIAL REPORT**

**Motion: Dennis Rogers**                                **Second: Brice Ingram**  
**Move to approve the financial report as written and read. Motion passed.**  
**Heidt; aye Breeden; aye Rogers; aye Grauer; aye Ingram; aye**

**BILLS**

**Motion: Tammy Heidt**                                **Second: Dennis Rogers**  
**Move to approve January overage of \$58,571.31. Motion passed.**  
**Heidt; aye Breeden; aye Rogers; aye Grauer; aye Ingram; aye**

**Motion: Dennis Rogers**                                **Second: Tammy Heidt**  
**Move to approve February bills to date of \$79,763.80. Motion passed.**  
**Heidt; aye Breeden; aye Rogers; aye Grauer; aye Ingram; aye**

**YCOM**

E board meeting this Thursday February 14<sup>th</sup>.

**OLD BUSINESS**

- A. **Sheridan/West Valley Discussion;** Chief Hertel would like to eventually consolidate board meetings with a designated headquarters, he will look into the legalities of it.
- B. **Fire & EMS Coalition;** Chief Hertel passed out the minutes from the last meeting, February 6<sup>th</sup>, along with the five attachments, which were discussed at the coalition meeting.
- C. **Seismic Grant Update;** Still waiting for an answer, from the State, on the flood plain questions.
- D. **Audit 2017-18;** Auditor will be here to present at the March 11<sup>th</sup> board meeting. Chief Hertel is working with Accuity to get both Sheridan and West Valley’s financials under one QuickBooks but with separate companies. If this is obtainable, he would then like Judy Breeden’s role to just be financial for both districts. Accuity will help with this transition when we get there.

**Motion: Dennis Rogers**                                **Second: Tammy Heidt**  
**Move to approve the 2017-18 audit as written. Motion passed.**  
**Heidt; aye Breeden; aye Rogers; aye Grauer; aye Ingram; aye**

**CORRESPONDENCE**

None

**NEW BUSINESS:**

- A. IGA with City of Dallas for Lexipol;** The board feels this is a step in the right direction in working with the City of Dallas. Chief Hertel stated the dollar amount in the memo is incorrect they are in the process of getting a new quote to include all four entities.  
**Motion: Tammy Heidt                          Second: Dennis Rogers**  
**Move to approve the IGA between the City of Dallas, Sheridan Fire, West Valley Fire and SW Polk to share services and costs for Lexipol policy system as presented. Motion passed. Heidt; aye Breeden; aye Rogers; aye Grauer; aye Ingram; aye**
- B. IT IGA with West Valley Fire District;** Software has been ordered but we are waiting on the hardware until we have a signed IGA and proposals from each district's IT vendor. Section 5, buy out clause is incorrect, should be stated in months and not days, Chief will get that changed. 0-12=100% 13-36=66% 37-60=33% 60+=0%. Talks should be had with SW Polk as to housing the server in the future, if fiber connectivity in the area, as they're building the station in Salt Creek to have a room that is temperature controlled.  
**Motion: Dennis Rogers                          Second: Tammy Heidt**  
**Move to approve IT IGA with West Valley Fire, with corrections to section 5. Motion passed. Heidt; aye Breeden; aye Rogers; aye Grauer; aye Ingram; aye**
- C. SW Polk Update;** They have had a contract with the City of Dallas up until July 2017, at that point new contracts were drafted but the entities never got together to sign them. So they have been without a contract since 2017, President Watson went back to the old contract, 2014-2017, and found that it had a 90 day out clause, so SW Polk is drafting a letter to the City of Dallas to exit the contract as of June 30, 2019, so as soon as July 1 they could be entering into a contract with us. Chief Hertel would like the board to appoint two members to help him draft a contract with SW Polk. Dennis Rogers and Scot Breeden will help Chief Hertel negotiate with SW Polk.
- D. SOP 110; Board Meeting Agenda;** All reports will be running through the Chief's report and he will give the board the information as he sees fit.  
**Motion: Tammy Heidt                          Second: Dennis Rogers**  
**Move to approve changes to SOP 110, board meeting agenda. Motion passed. Heidt; aye Breeden; aye Rogers; aye Grauer; aye Ingram; aye**
- E. Joint Board Meetings;** See above discussion in old business, changes possible in April.
- F. Appoint Budget Officer;** For upcoming fiscal year 2019-20.  
**Motion: Dennis Rogers                          Second: Tammy Heidt**  
**Move to appoint Chief Hertel as budget officer for 2019-20. Motion passed. Heidt; aye Breeden; aye Rogers; aye Grauer; aye Ingram; aye**
- G. 2019-20 Budget Calendar;** For upcoming fiscal year.  
**Motion: Tammy Heidt                          Second: Dennis Grauer**  
**Move to adopt the 2019-20 budget calendar as written. Motion Passed. Heidt; aye Breeden; aye Rogers; aye Grauer; aye Ingram; aye**

**AUDIENCE PARTICIPATION**

**SAFETY COMMITTEE**

Submitted by Brendan Herber. See attached report.

**VOLUNTEERS REPORT**

Submitted by Becky Prevett. See attached report.

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**TRAINING REPORT**

Submitted by Deputy Chief Aschim. See attached report.  
Director Rogers asked who checks and maintains the City hydrants, Aschim stated that the City of Sheridan takes care of the hydrants.

**DEPUTY CHIEF REPORT**

Submitted by Deputy Chief Aschim. See attached report.

**MAINTENANCE REPORT**

Submitted by Deputy Chief Allen Aschim. See attached report.

**FIRE CHIEF REPORT**

Chief Hertel gave verbally;

- Have made some response changes to fire ops and have asked Aschim to create some documents around this to roll out to the whole organization on February 20<sup>th</sup>.
- Two resignations, one staff and one RV, last week, have interviewed the only two eligible applicants.
- Would like to have a combined civil service commission involving all three districts, Sheridan, West Valley and SW Polk.
- Would like to hire Jim Stearns to retool the civil service rules and take on the next hiring assessment. Consensus was yes to hire Jim Stearns to work on a few issues.
- Would like the board to consider the surplus of BR 91, 1982 GMC, when new BR 98 gets here and is built then we can list BR 91 on gov.deals.

**Motion: Dennis Rogers                      Second: Brice Ingram**  
**Move to surplus BR 91 when appropriate. Motion passed.**

**Heidt; aye Breeden; aye Rogers; aye Grauer; aye Ingram; aye**

- Have started building what we might look like in 1-2 years, retooling into one organization and what that structure might look like and over the next few months will start presenting drafts in the next few months.

**ADJOURNMENT**

**Motion: Dennis Grauer                      Second: Brice Ingram**  
**Move to adjourn the meeting at 9:05 pm. Motion passed.**

**Heidt; aye Breeden; aye Rogers; aye Grauer; aye Ingram; aye**

Respectfully submitted,

Judy Breeden  
Administrative Assistant