

**Sheridan Fire District - SW Polk Fire District - West Valley Fire District**  
 Joint Regular Meeting Minutes – July 8, 2021 6:00pm – 825 NE Main St. Willamina, OR, 97396\*

\*Meeting was held virtually via RingCentral Meetings.

Board Members Present			Board Members Absent
<u><b>Sheridan Fire District</b></u> Tammy Heidt Carol Harlan Scot Breeden Roy Bottenberg Harry Cooley	<u><b>SW Polk Fire District</b></u> Rod Watson Keith Moore Frank Pender Bob Davis (V) Bruce Sigloh	<u><b>West Valley Fire District</b></u> Rick Mishler Roy Whitman Chris Greenhill Connie Brown Mike Alger	None
			<b>Administration Present</b>
			Les Thomas Christine Talley Mariah Prescott

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

GENERAL BUSINESS		
<b>Call to Order</b>		President Rick Mishler, West Valley Fire District, opens 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 is recited.
<b>Swearing in of Board Directors</b>		Each director is sworn in as follows:  WVFD Chris Greenhill, Position #4 Roy Whitman, Position #5 Connie Brown, Position #2  SWP Rod Watson, Position #5 Keith Moore, Position #1 Bruce Sigloh, Position #3  SFD Harry Cooley, Position #3 Ray Bottenberg, Position #5 Carol Harlan, Position #4
<b>Roll call</b>		Each board president calls roll as delineated above.  Carol Harlan is sworn in on arrival to SFD Board Director, Position #4.
<b>Additions or Corrections to the Agenda</b>	Discussion	Mishler adds Ryan Mehlhoff presentation of Finance Committee budget scenarios, following the ASA letter.
<b>Meeting Minutes</b>	Discussion/Action	<b>Motion: Watson Second: Pender</b> <i>I move to approve minutes for all agencies.</i> <b>Motion passes unanimously</b>

<p><b>Audience Participation</b></p>	<p>Discussion</p>	<p>Tricia Young, Willamina, expresses disgust of the attention given to Chief Schulze’s resignation letter when she reported sexual harassment to the Chief and says she has not received closure from the district.</p> <p>Gary Brooks, Sheridan (WVFD), reminds the fire boards of their task: to look after the public’s money, to hire a good administrator, and set good policy. He states they need to provide service and it is time to reset and start over.</p>
<p><b>Patty Brooks Letter (not on agenda)</b></p>	<p>Discussion</p>	<p>Mishler says that Patty Brooks has requested the boards respond to her letter from the June 29<sup>th</sup> joint special meeting. Greenhill says the letter is in the minutes. Pender says that if the letter is in the minutes, it is automatically acknowledged. Cooley asks if it would also be part of the permanent record. Sigloh says that the audience members who participated were asked to submit their questions in writing so staff could respond. Heidt asks if the questions were submitted. Mishler says he does not know; they’ll find out when the Chief returns.</p>
<p><b>WVFD Election of Officers</b></p>	<p>Discussion/Action</p>	<p><b>Motion:</b> Whitman <b>Second:</b> Alger <i>I move to nominate Chris Greenhill as President</i> <b>Brown – No, all others - Yes. Motion passes</b></p> <p><b>Motion:</b> Greenhill <b>Second:</b> Whitman <i>I move to nominate Mike Alger as Vice President</i> <b>Motion passes unanimously</b></p> <p><b>Motion:</b> Greenhill <b>Second:</b> Alger <i>I move to nominate Roy Whitman as Secretary</i> <b>Motion passes unanimously</b></p>
<p><b>SFD Election of Officers</b></p>	<p>Discussion/Action</p>	<p><b>Motion:</b> Breeden <b>Second:</b> Bottenberg <i>I move to nominate Harry Cooley as President</i> <b>Motion passes unanimously</b></p> <p><b>Motion:</b> Bottenberg <b>Second:</b> Cooley <i>I move to nominate Scott Breeden as Vice President</i> <b>Harlan, Heidt – No, all others – Yes. Motion Passes</b></p> <p><b>Motion:</b> Breeden <b>Second:</b> Cooley <i>I move to nominate Ray Bottenberg as Secretary</i> <b>Harlan, Heidt – No, all others – Yes. Motion Passes.</b></p>
<p><b>SWP Election of Officers</b></p>	<p>Discussion/Action</p>	<p><b>Motion:</b> Davis <b>Second:</b> Sigloh <i>I move that the board retains the current people in the current positions.</i> <b>Motion passes unanimously</b></p>
<p><b>ASA Letter</b></p>	<p>Discussion/Action</p>	<p><b>Motion:</b> Cooley <b>Second:</b> Bottenberg <i>I move to table this until the next meeting.</i></p>

		<p>Cooley says the letter was not provided, according to board policy, three days in advance. Heidt says it was provided at the June 29th joint special meeting, to be reviewed tonight. Cooley says it wasn't included in the board packet.</p> <p><b>Harlan, Heidt – No, all others – yes. Motion Passes.</b></p>
<b>WVFD Finance Committee</b>	Discussion	<p>Mehlhoff presents several budget scenarios for West Valley Fire District: West Valley alone, an IGA with Sheridan and West Valley, and a merger with Sheridan. Alger says a scenario with SWP is needed before a decision is made. Discussion of whether the SWP bond would be paid by West Valley citizens. Greenhill asks the finance committee to produce a scenario for SWP and WVFD on an IGA and merger. Mehlhoff asks if SWP and WVFD can merge legally. Davis says districts do not have to be contiguous to merge.</p> <p>Discussion of SWP ambulance license request.</p>
<b>SWP Audit</b>	Discussion/Action	<p><b>Motion:</b> Pender <b>Second:</b> Sigloh <i>I move to approve the audit.</i> <b>Motion passes unanimously</b></p>
<b>Future Direction/IGA</b>	Discussion	<p>Mishler asks that all board members write down ideas of what they want in the IGA. Cooley says he would like a better explanation of 3.1.3 of the IGA from the attorney.</p>
<b>Chief's Report</b>	Discussion	<p>Thomas gives a report of deployments to the Bootleg and Jack Fires.</p>
<b>Director Comments</b>	Discussion	<p>Whitman says they should continue to move forward and be positive. He thanks Mehlhoff for the time he has put in.</p> <p>Moore says everyone can look at ORS 198.885 for the law on districts merging.</p> <p>Heidt asks director Breeden if he would like to refute the allegations in the lawyer letter regarding Chief Schulze resignation. Breeden says no. Heidt declares her lack of confidence in Director Breeden and asks for his resignation.</p> <p>Brown states she has not witnessed Breeden do anything wrong.</p> <p>Mishler says he doesn't care who they have to partner with to make sure they have staff and ambulances.</p> <p>Bottenberg says he would like SFD to meet and talk about the WVFD finance committee scenarios as well as future direction.</p>

		<p><b>Motion:</b> Breeden <b>Second:</b> Bottenberg  <i>I move that to hold a special meeting sometime next week.</i>  Meeting set for Wednesday July 14<sup>th</sup> at 6:00pm.  <b>Motion passes unanimously</b></p> <p>Due to the Polk County Fair, the next regular joint meeting will be held on August 19<sup>th</sup> at 6:00pm at the Sheridan station.</p>
<b>Adjournment</b>	Action	<p><b>Motion:</b> Mishler <b>Second:</b> Whitman  <i>I motion to adjourn.</i>  <b>Motion passes unanimously</b></p> <p>Meeting adjourns 7:34pm</p>

Upcoming meetings/events:

- July 14<sup>th</sup> SFD Special Meeting
- August 19<sup>th</sup> Regular Joint Board Meeting

Board Packets/Handouts

- WVFD Finance Committee Scenarios
- SWP Ambulance Support Letter
- 2019-2020 SWP Audit
- Joint board policy 001
- Monthly Activity Reports

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!