

Sheridan Fire District

Fire Board

8/08/2023

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

Absent: Pete Gutbrod

Others in attendance: Chief Les Thomas, Marguerite Alexander, Division Chief Phill Riggs, Jay Payne, Alex Bon, Jose Chavez, Chris Baker, Aeden Jensen. (No one logged in to Zoom.)

President Tammy Heidt called the meeting to order at 6:30 p.m.

#### Approval of Minutes

Cory moved to approve the minutes from the regular meeting on July 11 and the special meeting on July 20. Gary seconded the motion. The motion carried.

#### Financials for June and July:

- Tammy would like more time to review the financial documents. Two days are not enough. Tammy is unable to access the financials from Liscio. Chief Thomas will access the reports from Liscio so he can get them out on Saturday.
- Chief Thomas would like to have a workshop to explain our budget and get everyone on the same page.
- Tammy mentioned that we did not approve the June financials as she wanted more information on the Journal Entries made on June 30. Chief Thomas explained the entries were adjustments to help zero out the various accounts. (Includes Seismic, Building Maintenance, Vehicle maintenance, etc.) We can move money under 10% without a resolution.
- Cory asked for asterisks with footnotes to explain unusual things.
- Volunteer fund will be switching to a verified LOSAP point system. There will be a class explaining how it will work taught by a McMinnville person where they use this system.)
- There was a request for a vocabulary list showing names with acronyms (i.e. OFDDA, SDAO, etc.)

Ray made a motion to approve the financials. Gary declared a conflict of interest. Cory seconded the motion. The motion carried.

There was no audience participation.

#### Old business.

##### 1. Resolution #2023-24-02 Fee change.

- Discussion on what an ordinance requires
- We need a resolution to give permission to use the ordinance.
- The Board was presented with a copy of ORS 198.530, 198.540, 198.550, 198.560, 198.570, 198.580, 198.590 and 198.600 outlining the procedure for adopting, amending or repealing ordinances
- Read the resolution three times before it becomes an ordinance
- We currently have an ordinance governing fees in place. This resolution would repeal the existing fee schedule and replace it with the proposed fee schedule
- The Board requested wording so that is not necessary to repeat the process of adopting an ordinance on a regular basis.
- The resolution has been read and discussed at two board meetings. In order to make sure the process is done correctly, it was decided to consider this the first reading, due to the length of time between the previous two readings.

Resolution NO. 2023-2024-01 first reading by Title Only.

Cory made a motion to read Resolution No. 2023-2024 by title only. Ray seconded the motion.

Tammy read Resolution No. 2023-2024-2 A Resolution providing for specific increases to the Fire District fee schedule that allows the Fire District to recover costs for Fire and EMS services allowed within the Fire District and the International Fire Code as adopted by the State of Oregon, by title only. The motion carried.

2. Progress on Capital Loan at US Bank and the closure of the loan at Umpqua Bank.
  - A. The loan at Umpqua Bank
    - Closed, and the money deposited into the account on 7/28.
    - Took out \$2,000 for closing costs
    - \$3,500 attorney costs.
  - B. US Bank Capital Loan
    - Amount: \$378,000 for 7 years at 6.39 percent
    - Receipts for capital expenditures to go directly to US Bank and they will pay them.
    - The only collateral is the VIN number on the new ambulance. 2023 Ford F550
    - Cannot spend this money outside of capital. (Stay within nontaxable guidelines).
    - Other possible purchases in 2024: Monitor \$50K and Rescue tools \$48K (Our monitors are 12 years old. Gurneys are 12 years old.)
3. Community Outreach – Report in the board packet
4. Fire Chief's Report
  - New to Board packet in response to Board request
  - 123 runs from ESO stats vs. 135 runs in the CAD (See documents in Chief's report.)
  - We have sold several vehicles (surplus) for \$25,059. Must go back into general fund as a surplus line item. Tammy wants it to go into the equipment replacement fund and see that fund built back up. No resolution needed if we do an interfund transfer under the 10% limit.
  - Replacing old logos on vehicles.
  - Aeden Jensen passed his advanced EMT testing and Austin McDowell his paramedic
5. Ambulance remount. Brush truck remount update
  - A. Ambulance remount will be ready 9/14/23. Cost of the new ambulance: \$161,400.
  - B. Brush truck remount
    - We will pick up the flatbed for brush rig (Cost \$4,000) on Friday.
    - Rebuild Pump quote for type 3 -- \$25,000.

#### New Business

1. Water Trailer Donation
  - Donated by Schnitzer Steel (Formerly Cascade Steel)
  - Value \$12,000 to \$15,000
  - Holds 583 gallons
  - Will be placed up Gopher Valley on the property of Marty Mudd during bridge closure. (Bridge to be closed one week for road work.) We will just need to get around to the water on that side of the bridge. Marty (related to Paul Mudd?) has a draft site on his property.
  - Must have signage showing that it was donated by Schnitzer Steel.
2. Legal Counsel – doing what they are supposed to be doing

#### For the Good of the Order

1. Board training available. Through our attorney in Salem on 8/23 (\$75 first free) at the OFDDA Conference November 2-4 or possibly by Dunkle and Jeff inhouse (free)
2. The anniversary date for Chief Thomas is August 25. The Board voted on 1/10/23 to increase his salary by 8% effective 8/25/23 with a 1.8% COLA beginning 7/01/23. Chief asked for a 2-year contract.
3. We have the potential of losing one employee, plus one leaving on maternity leave soon. We may have to run one less ALS ambulance.

Adjournment: Ray made a motion to adjourn. Cory seconded it. The motion carried. The meeting adjourned at 7:40 p.m.

Respectfully Submitted,

Marguerite Alexander, Administrative Assistant