

Sheridan Fire Board

9/9/2025

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

Absent: Pete Gutbrod

Others Present: Chief Phillip Riggs, Marguerite Alexander, Captain Daniel Cummins, Steven Cooley and wife, Austin Saucier, Captain Jay Payne, John Simonson joined online at 6:42 p.m.

Tammy called the meeting to order at 6:29 p.m.

Pledge of Allegiance

Approval of meeting minutes: Gary made a motion to approve the minutes from the work session and the board meeting on 8/12/2025. Cory seconded the motion. The motion carried.

Approval of the financial reports: Gary made a motion to approve the financials for August. Ray seconded the motion. The motion carried.

There was no audience participation.

Old Business:

Bank Access: We have Les Thomas off most of the accounts. Chief Riggs has submitted the paperwork to remove Les from the First Federal Credit Card, and we are working with the bookkeeper to get Les off as primary administrator for QuickBooks. Kathie has recommended in the future that the CPA be listed as the primary administrator.

New Business:

1. Chief's Report: August was a busy month. We had 82 runs with only one ambulance. We had one conflagration with Polk County. We are expecting reimbursement of \$20 K for the two smaller conflagrations. The Flat Fire was longer and will be approximately \$24K.
2. We received an ODF grant; we pay \$10K and they pay us back \$5 K.
3. Surplus sales: A number of items were put up for sale on Gov Deals. We sold a toolbox, but there were no bids on the extrication tools or the two mini refrigerators. We will try selling them in a different venue.
4. Sell of the Chief 's Vehicle. Chief Riggs said he feels no pressure to sell the 2022 Dodge Ram, but since we will not have two chief officers we may need to sell it at some point so we don't need to deal with the upkeep, insurance, etc. Chief Riggs asked the Board for direction. Does the Board want him to look at selling it? Gary is good at getting rid of anything that is collecting dust. Tammy noted that when we had two chief officers in the past, only the fire chief had a vehicle to take home. Chief Riggs recommended selling it while it has some value. Chief said the Blue Book value is in the upper 30's, plus we have the light package. He is hoping to get \$45K - \$50 K. Ray said that if we can get close to the

Blue Book, we would be doing good. The Board agreed that it would be good to put a minimum on it. In response to questions about the F150 Chief replied that it is being used.

Gary made a motion for Chief to move forward with the sale of the second Chief's rig with the money going into the Equipment Reserve Fund. Cory seconded the motion. The motion carried.

Tammy reported that she spent 2 hours on the phone with Blake from our ambulance billing company today. She is more confident in the revenue numbers after Blake explained things to her. The question came up, *Are there other options for billing agencies?* Yes, but Tammy explained that Blake's history includes working for OHA. Because of his background and his understanding of how the State system works, he has been able to increase our revenue from what we had been receiving with Systems Design, our previous billing agency. He was unable to login for this month's meeting, but will plan to do so for the next board meeting. Tammy feels very confident that Blake can show us the revenue stream.

Pete and Tammy met with George Dunkle and David Ulbright. During the meeting, which lasted a couple of hours, they went through a spreadsheet and over information from Blake. It was a good meeting. They will meet again in a couple of weeks. David Ulbright had paperwork on file when Chief Thomas had asked for help with loans. Tammy and Pete gave him authority to continue working with US Bank. We have approximately \$67K in that escrow account that is not being used, but we are paying interest on it. We need to tell US Bank we are not going to use that money. They will apply it back to the loan and lock it. David Ulbright will work on that and will talk to Anastasia at Umpqua to see if we can get the loan financed for a longer period of time, dropping the amount of the payments. Tammy said that SDAO knows we are doing everything we can. Should we run short of funds before the tax revenue comes in, David Ulbright knows of another option to get us through November. Chief Riggs feels we are in a position that we should be able to make it until then with the anticipated revenue and our decrease in staffing and expenses.

The problem with decreasing ambulance revenue extends to the federal level. Tammy has been contacted by MFD Chief Godfry. He is picking up where Chief Thomas left off. Blake has connections with US Senators Merkley and Wyden and is working on getting the whole model fixed.

In response to questions on FireMed last month, Marguerite prepared a report showing how many members we have and the revenue it brings in by quarter. The majority of the revenue comes in the last quarter of the year.

Nothing from the Union.

Anything for the Good of the Order.

1. Tammy would like the financial reports earlier. Marguerite emails them the Friday prior to the meeting, but Tammy would like the printed copies so they don't sit there and read them.

She requested that we prepare the board packets and deliver hers to the Buell substation prior to the weekend before the Board meeting.

2. Cory asked about the cost of providing ambulance service. Chief Riggs prepared a spreadsheet that was included in the board packets showing the cost of the ambulance on a monthly/yearly basis. Some costs are annual and some recurring. The insurance has been pulled on the 2018 ambulance. The lease did not come through; one agency wanted to lease/buy it and the other wanted us to lend it to them short-term.

Gary made a motion to close the meeting. Cory seconded the motion. The motion carried. The meeting was adjourned at 7:26 p.m.

Respectfully submitted,

Marguerite Alexander, Administrative Assistant