

Sheridan Fire Board

11/11/2025

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

Others Present: Chief Riggs, Marguerite Alexander, Captain Daniel Cummins (at the end).

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

Pledge of Allegiance

Approval of the minutes from the 10/14/2025 meeting. Ray moved and Pete seconded the motion to approve the minutes. The motion carried.

Financial Reports

Cory had a question regarding the loan from the union. It needs a resolution to transfer funds.

Chief Riggs is working on that.

Gary made a motion to accept the financials from October. Ray seconded the motion. The motion carried.

Board Treasurer Gary Giddings confirmed that he reviewed the financial report for the month of October 2025.

No audience participation. No one online.

Old Business:

1. Bank access. Everything swapped over. Still working on removing Chief Thomas from QuickBooks. Tammy – Board members need to sign new signature cards for Umpqua. They are online at the district's email. Not all the board has signed it. Important to get that done to get Medicare/Medicaid deposited directly into our Columbia account.
2. Update on grants. The Siletz Tribe gave \$2,500 for pagers. That is added to the \$1K from First Federal for the same thing.
3. Surplus Sales. Dayton had it's Board meeting last night and is likely to buy the Chief's rig although they want to send out their mechanic first. No price set although Chief Riggs told them he would like to get between \$45 K and \$50 K and they seemed fine with that.

New Business:

1. The OSFM Grant finished the end of Oct. Some of the up-staffing personnel will stay on as PT employees to fill holes.
2. Resolution: We need a resolution for the money we are accepting from the FEMA AFG grant for heart monitors. (\$200 K) and it is a 95%/5% split.) We will get our share from selling our Zoll monitors. Dr. Heiser wants a defibrillator that shocks at 360 Joules. Physio-Control is the only manufacturer that allows that.

Gary made a motion that Resolution 2025-26-02, A Resolution to appropriate AFG grant funds, be read by title only. Tammy said no need for a second. To be approved at next meeting.

3. Budget Outlook and Resolution: After researching the matter and discussion it with others, Chief Riggs said we don't do a resolution. We will just wait until later and then fix the line items amounts later.
4. Photocopiers: Our 5-year lease is ending soon. Chief Riggs talked to a company in Salem. They recommended buying a copier outright. Chief decided a Xerox at a cost of \$2800 Xerox will best suit our needs. It won't do stapling or holes. Then we could get an \$80/month service agreement. We will be ahead in just three months. Chief said we could forgo the service contract, but as the copier gets older, we might need it, especially since office equipment relies on computerized systems. The copier has a 10 – 15 year life expectancy. It is unknown how long are we locked into a service contract. There was a consensus to let Chief move forward with the proposed purchase/service contract.
5. Appointment to fill vacancy on Budget Committee. Todd Godfrey has applied for the one vacancy. Tammy mentioned that there would be a second vacancy after this month as Cody Heidt has sold their house and will be moving out of district. We will advertise by word of mouth and on website for now.

Cory moved and Pete seconded appointing Todd Godfrey to the Budget Committee.

For the good of the order:

- Pete had questions about fire/EMS responses. We are still allowing ambulance calls to go to neighboring agencies (8-12 per month.) How are we doing fire wise? Are we getting rigs out the door to fires? Response: We had an RV fire last night. We had a Tender respond from Buell. On a recent MVC, Chief responded during the night along with a medic from the Tribe.
- Federal response to the SAFER grant we received for staffing. Chief has sent lots of emails His questions are whether or not we can include in-kind spending for our portion (Approx. \$100K) to justify our additional expenditures.) Nor has he heard if we can accept just one staff position and not all three. He has not heard anything yet.
- There was a question regarding a personnel matter. Tammy responded that nothing had officially been filed and explained that our attorneys are covering it.

Target Solutions: The Board has been assigned Best Practices and Board training which is required for Board and Administrators. Board members need to complete it. The Best Practices survey is separate.

Pete made a motion to adjourn the meeting. Cory seconded the motion. The motion carried. The meeting was adjourned at 7:01 p.m.

Respectfully submitted,

Marguerite Alexander, Administrative Assistance