

**Sheridan Fire District - SW Polk Fire District - West Valley Fire District**  
 Joint Regular Meeting Minutes – June 10, 2021 6:00pm - 275 Main St. Rickreall, OR, 97371\*

\*Meeting was held virtually via RingCentral Meetings.

Board Members Present			Board Members Absent
<b><u>Sheridan Fire District</u></b> Tammy Heidt Carol Harlan Scot Breeden Parrish Van Wert Brice Ingram	<b><u>SW Polk Fire District</u></b> Rod Watson Keith Moore Frank Pender Bob Davis	<b><u>West Valley Fire District</u></b> Rick Mishler Roy Whitman Chris Greenhill Connie Brown Mike Alger	Bruce Sigloh
			<b>Administration Present</b>
			Fred Hertel Christine Talley Damon Schultz (V) Les Thomas (V)

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

GENERAL BUSINESS		
<b>Call to Order</b>		President Rod Watson, Southwest Polk Fire District, opened the meeting at 6:01 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 was recited.
<b>Roll call</b>		Chief Hertel calls roll call as delineated above.
<b>Additions or Corrections to the Agenda</b>		Greenhill asks to add the WVFD Finance Committee under new business.
<b>Meeting Minutes</b>	Discussion/Action	Mishler says the June 3 <sup>rd</sup> WVFD special meeting minutes need to have more information after Chief Warden reads the Confederated Tribes of Grand Ronde termination letter.  <b>Motion:</b> Davis <b>Second:</b> Greenhill <i>I move to approve all meeting minutes except for the June 3<sup>rd</sup> WVFD Special Meeting</i> <b>Motion passes unanimously</b>
<b>Sheridan Financials</b>	Discussion/Action	<b>Motion:</b> Van Wert <b>Second:</b> Ingram <i>I move to approve last month's financials.</i> <b>Motion Passes – Breeden - no; All others – yes</b>
<b>SW Polk Financials</b>	Discussion/Action	Moore asks if the SWP filled their propane tanks. Hertel says yes.  <b>Motion:</b> Pender <b>Second:</b> Davis <i>I motion to approve last month's financials</i> <b>Motion passes unanimously</b>
<b>West Valley Financials</b>	Discussion/Action	Brown says the tribal payment doesn't show as added to the revenue and asks if it balances with the deposit. Hertel says yes. Greenhill points out that WVFD double paid their PGE bill last month, which is why it does not appear in this month's financials.

		<p><b>Motion: Greenhill Second: Whitman</b>  <i>I motion to approve last month's financials</i>  <b>Motion passes unanimously</b></p>
<b>Audience Participation</b>	Discussion	<p>Jakob Sessa, President of the West Valley Professional Firefighters, delivers and reads a letter drafted to the board at the suggestion of a board member regarding the creation of a single district.</p> <p>Ryan Mehlhoff, president of the Finance Committee, says that he has asked Chief Hertel for information that he has not received yet. He sent an email for that information on June 8<sup>th</sup>, under the board's direction, and says he's at a loss for how to get the information. Mishler asks Chief what is the hold up? Hertel says he spoke with Mehlhoff last week and that they agreed the data that they had needs to be consolidated and that as soon as staff had time, they would do that. Mishler expresses frustration, saying it has been 8 weeks.</p>
<b>Seismic Upgrade Invitation to Bid</b>	Discussion	<p>Hertel introduces the Invitation to Bid. Ingram asks how many bids Hertel thinks there will be. Hertel says he doesn't know. Ingram say she was just wondering if Hertel knew of anyone who was interested. Hertel says he doesn't know and that it hasn't been advertised yet, that this is the last review before it is posted. Heidt says they can expect one bid from Baldwin Construction because they've been doing these for a lot of fire districts. Heidt asks if they need to do anything. Hertel says not unless they see something that would hold up the process.</p>
<b>ASA Letter</b>	Discussion	<p>Mishler reads a drafted letter addressing Yamhill and Polk County Commissioners regarding West Valley Fire District's ASA. Changes made to the letter included changing "Departments" to "Districts", and "Representative" to "Liaison".</p>
<b>IGA Discussion</b>	Discussion/Action	<p><b>Motion: Whitman Second: Van Wert</b>  <i>I move to approve the first amendment to the IGA with the termination date of July 1, 2021 in section 2.2.</i></p> <p>Discussion:  Whitman adds correction of "terminate" instead of "termination" in the document. Whitman says after they got the termination letter from CTGR the boards' concern has been expenditures of the 40/40/20. He feels they were moving in different directions but would like to continue in a unified direction with a few corrections. Mishler expresses concern over how West Valley Fire District will pay out the other two districts because they house the IT equipment and supplies. Greenhill says that WVFD purchased the computers and SFD purchased the programs, so that number needs to be worked out and they wouldn't have to pay it all right now if the IGA terminates. Greenhill goes on to say that WVFD cannot sustain fiscally with the current IGA. He asks Hertel how long it would take to separate everything in the IGA. Hertel answers that it could be done in July and some contracts would be better to finish because they save the districts money by paying together. He says they may want to create a subcommittee or special meetings to figure out how to separate those contracts. Mishler says he think they should have</p>

it done as soon as possible and that the IT part of the contract is his main concern, that it is quite a bit of money at \$60,000. Hertel clarifies that the IT is \$30,000, split 40/40/20, and WVFD's pay back because they host the server would be about \$7,500. Hertel says WVFD is not committed to the \$60,000, that is not in the contract.

Brown asks if they have shared equipment or has it been bought by one or another district. She's thinking mainly about the sterilizing station. Hertel says the station was bought by the City of Sheridan, and that staff knows where each piece of equipment belongs. Moore asks what the plan would be for shared resources and the districts would still be able to share. Hertel says terminating the IGA does not stop anyone from working together, they would just need another agreement, whether formal or informal. Brown asks if the line staff would still train and do things together. Hertel answers that they will go back to their host agencies, and none would be intended to lose their positions. The Sheridan Board would have to decide what to do with the admin staff.

Whitman says because of CTGR terminating their contract this could be a new starting point. Brown expresses that together is the way to go and hopes they can look at it as an opportunity to clean things up and move forward. Mishler says this gives us a chance to restart but he wants to be careful about the July 1<sup>st</sup> deadline. Whitman says the reason he put that date in was to keep things in the fiscal year. Brown says she thinks the date is doable and does not see why they cannot put something together in a timely manner.

Van Wert says that someone sitting around the table brought up an interim chief and asks Breeden if he would like to elaborate. Breeden says he is contacted the person that handles interim Chiefs and stated to him that it looked like "the wheels were about ready to fall off the bus." Van Wert asks by what authority he was acting on. Breeden said he did not hire him. Van Wert asks if he was speaking on behalf of the board. Breeden says he did not ask him to hire an interim Chief, or that the board wanted one, and had a conversation with a long-time friend. Heidt says she received a phone call today and was told that Breeden had called that individual, and she asked point blank "did Mr. Breeden ask you to come and be an interim Chief?" And she was told "yes he did ask me, and I told him I was retired, I'm not interested, but I was asked that." Breeden says he don't believe that is correct. Heidt says she had reiterated what was said to make sure she had it correct. Mishler says he also received a call from that individual about having a meeting and that he did not say anything about Breeden asking him to be interim chief. Heidt says the individual had told her he had called Mishler and what they had discussed. Mishler reads a policy that individual board members are not prohibited from supporting, opposing, or publicly commenting on political matters and individual citizens. Greenhill argues that it is not what Breeden did, that it was a violation of his oath of office to represent himself and talk about district business. Mishler argues that it was a public opinion.

		<p>Heidt says she appreciates everyone’s time and effort in this endeavor. She is hoping they can regroup and do what’s best for their communities. Watson says he has encouraged his co-members to be sure they do not react but respond. He says they must decide, and it sounds like WVFD wants out of the IGA, and it would not surprise him if Sheridan would want to in July. Watson asks if each board must have a majority vote. Hertel says yes. Watson says SWP would have to get a new chief and finish construction. He goes on to say that it was indicated that SWP was getting all the money out of consolidating, but he hopes everyone knows that was not true. Harlan says she believes all the districts were benefitting. Whitman says the biggest opportunity was the Salt Creek station, and he is optimistic they can come up with an agreement with Southwest and if Sheridan wants to be a part of that they would be welcome, but the board is going to change.</p> <p><b>Motion dies</b>  <b>Heidt – Yes; Harlan, Breeden, Van Wert, Ingram – No</b></p> <p>Mishler says they should have a couple meetings to look at options.</p>
<b>Finance Committee</b>	Discussion	<p>Greenhill says the finance committee has not provided meeting minutes. General discussion of whether they need to provide the minutes follows.</p> <p><b>Motion:</b> Greenhill <b>Second:</b> Whitman  <i>I move we dissolve the finance committee</i>  <b>Motion Passes</b>  <b>Whitman, Brown, Greenhill – Yes; Mishler – No</b></p>
<b>IGA Discussion cont.</b>	Discussion/Action	<p>Heidt says there was confusion on the IGA motion. She asks they clarify the motion. Watson says it was to adopt the amendment to the IGA to dissolve it as of July 1. Heidt says let’s say “yes” if we want to terminate, and “no” if we don’t so that there isn’t any confusion.</p> <p><b>Revote of Motion</b>  <b>Motion:</b> Whitman <b>Second:</b> Van Wert  <i>I move to approve the first amendment to the IGA with the termination date of July 1, 2021 in section 2.2.</i>  <b>Motion Passes</b>  <b>Whitman, Greenhill, Alger, Mishler, Brown – Yes</b>  <b>Watson, Davis, Pender, Moore – Yes</b>  <b>Heidt, Harlan, Van Wert, Ingram, - Yes; Breeden - No</b></p>
<b>Chief’s Report</b>	Discussion	Hertel delivers the Chief’s Report
<b>Director Comments</b>	Discussion	<p>Alger asks Greenhill if his only issue with the finance committee is that they haven’t provided minutes. Greenhill says that, now the resolution has passed, the administrative staff doesn’t have time to deal with them right now, and they also gave themselves the authority to talk to the Tribe. Mishler says there are more options, and the finance committee can provide those options. Greenhill accuses Mishler of costing them the CTGR contract. Southwest Board Members Davis, Pender, and Moore leave the meeting. Alger says they aren’t having this discussion.</p>

		<p>Alger says he didn't vote so they are going to revote on keeping the finance committee.</p> <p><b>Motion:</b> Alger <b>Second:</b> Mishler  <i>I move to keep the finance committee amended that they follow the directions of the board, including providing minutes.</i></p> <p><b>Motion passes</b>  <b>Alger, Mishler, Brown - Yes; Greenhill, Whitman – No</b></p> <p>Mishler says he would like to set a meeting for WVFD next week.  Meeting scheduled for Thursday, June 17<sup>th</sup> at 6:00pm</p>
<b>Adjournment</b>	Action	<p><b>Motion:</b> Harlan <b>Second:</b> Heidt  <i>I motion to adjourn</i></p> <p><b>Motion passes unanimously</b></p>

Upcoming meetings/events:

- June 22<sup>nd</sup> Budget Committee Hearing
- June 14<sup>th</sup> SFD Special Meeting
- June 17<sup>th</sup> WVFD Special Meeting

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!