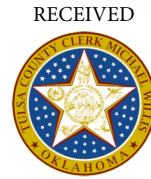




# Berryhill Fire Protection District

A PUBLIC MEETING of a  
Regular Meeting of the Board of Directors will be held at  
5911 W 41<sup>st</sup> Street, Tulsa, OK 74107



RECEIVED  
11:32 am, Mar 09, 2022

Office 1  
2026  
Beth Cox

Office 2  
2025  
Terry Jech

Office 3  
2024  
Frank Mason

Office 4  
2023  
Russ Harrison

Office 5  
2022  
Mark Hollie

## February 8, 2022, Regular Scheduled Meeting Minutes

1. Call to order, establish a quorum **Frank Mason called the meeting to order at 1804**
2. Open meeting in prayer. **Terry Jech led the meeting in prayer.**
3. Minutes – Approval of Minutes of January 11, 2022, regular meeting. **Terry Jech made a motion to approve January 11, 2022, regular meeting minutes. Seconded by Beth Cox. All in favor, unanimous, motion carried.**
4. Financial Issues
  - a. Assessment estimate to be deposited – \$21,900.00 **Corrected amount \$23,176.10**
  - b. Financial Status
    - i. Warrant Review and Approval. **Motion made by Terry Jech to approve the warrants as presented. Second By Russ Harrison. All in favor, unanimous, motion carried.**
    - ii. Expenditures -
      1. Loans- all is approved.
      2. Drawdown from loan total \$488,295.12
        - a. \$35,133.40 To EMSA/ STRYKER for LIFEPAK 15
        - b. \$69,344.00 to Northern Safety and industrial for SCBAs
        - c. \$383,817.72 To Community Leasing Partners to refinance Type 3 and F550
      3. Board approval to pay off loan number 0005 with American Heritage Bank in cash of \$22,998.81. The payoff is good until 2/15/2022.  
**Motion made by Russ Harrison to approve the payoff of loan number 005 with American Heritage Bank with cash of \$22998.81. Seconded by Terry Jech. All in favor, unanimous, motion carried.**
5. Board Action
  - a. Discussion on items for surplus
  - b. Discussion and possible action on resolution 20220208-01 for parcel number 86750-91-25-36890. **Motion made by Beth Cox to approve resolution 20220208-01 for parcel 86750-91-25-36890. Seconded by Russ Harrison. All in favor, unanimous, motion carried.**
6. Executive Session. **Motion made by Russ Harrison to enter into Executive Session at 1823 seconded by Beth Cox. All in favor, unanimous, motion carried.**  
**Motion made by Russ Harrison to exit Executive Session at 1911 Seconded by Beth Cox. All in favor, unanimous, motion carried.**



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- a. Administrative Manager negotiations. Was asked to create an appendix to the employee handbook to address the administrative manager. This is to include, pay increases, expectations, and other items that pertain to this position only.
- 7. Grant Status
  - a. FEMA SAFER FY2018 – submitted 1/26/2022 in the amount of \$9,359.48
  - b. Applied for SAFER FY 2021
- 8. Fire Chiefs Report
  - a. Projects
    - i. Facility
    - ii. Apparatus
- 9. New Business
  - a. Chief will be gone from March 6-12<sup>th</sup>. He will be at a peer review for grants. Captains oversee their shifts while Chief is gone.
  - b. Local 5237 wanted the Board to know that they had sent out the purposed contract for FY 2022-2022. This was emailed to all embers of the board and Chief. If they should have any questions, please feel free to contact Trey Odam or Tyler Musselwhite. Terry Jech then asked that all questions and meeting schedules be directed to the Administrative Manager, and She will coordinate with the union and the Board working group.
- 10. Adjourn

Motion made by Terry Jech to adjourn. Seconded by Beth Cox. All in favor, unanimous, motion carried.

Adjourn at 1928.

Chairman of the Board

Secretary

Notary Public



My commission expires  
March 25, 2023.