



Berryhill Fire Protection District

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

RECEIVED



12:56 pm, Feb 11, 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

January 11, 2022, Regular Scheduled Meeting Minutes

1. Call to order, establish a quorum. **1806, Mark Hollie called the meeting to order.**
2. Open meeting in prayer. **Terry Jech opened the meeting in prayer.**
3. Swearing in of Beth Cox to the Berryhill Fire Protection Board. **Commissioner Karen Keith swore in Beth Cox to the Berryhill fire protection District Board.**
4. Installation of Board positions
5. Minutes – Approval of Minutes of December 14, 2021, **regular meeting Russ Harrison made a motion to approve the minutes from December 14, 2021. Seconded by Terry Jech. All in favor, unanimous, motion passed.**
6. Financial Issues
 - a. Assessment estimate to be deposited – \$ 1,020,090.50
 - b. Financial Status
 - i. Warrant Review and Approval **Frank mason made a motion to approve the warrants as presented seconded by Russ Harrison. All in favor, unanimous, motion passed.**
 - ii. Expenditures -
 1. Loans- Finishing up paperwork with RCB
7. Board Action
 - a. Discussion and possible action for how the fire department will surplus the items approved for surplus. **Was asked by the board to bring a listing of all items for surplus to the Feb 8th meeting.**
 - b. Discussion and possible action to approve switching our health insurance and not to exceed an overage of 10% from January 2022's latest bill.
8. Executive Session **Motion made by Russ Harrison to go into executive session seconded by Terry Jech, all in favor, unanimous, motion passed. entered into executive session at 1843 Motion made by Russ Harrison to exit the executive session seconded by Terry Jech. All in favor, unanimous, motion passed. Exited executive session at 1924.**
 - a. Discussion and possible action on the change in rates with the attorney Mark Ramsey. **Terry Jech made a motion to accept the rate increase from Attorney Mark Ramsey. Seconded by Frank Mason. All in favor, unanimous, motion passed.**
 - b. Discussion of a salary increase of staff.
 - c. Discussion and possible action for approval of the employee handbook. **Russ Harrison made a motion to approve the employee handbook 2022 B as presented with an**



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effective date of January 15, 2022. Seconded by Frank Mason. All in favor, unanimous, motion passed.

9. Grant Status

- a. FEMA Assistance to Firefighter Grant will be submitted end of January
- b. Discussion and possible action to be able to apply for a SAFER grant for up to 6 additional people. Frank Mason made a motion to allow the Chief and Admin manager to submit a grant for the Fy 2021 SAFER grant for an additional 6 people. Seconded by Terry Jech. All in favor, unanimous, motion passed.

10. Fire Chiefs Report

- a. Projects
 - i. Facility – Rear Apron will be asphalted.
 - ii. Apparatus- Camper Shell for 945

11. New Business

12. Adjourn

Motion made by Frank Mason to adjourn the meeting, Seconded by Beth Cox. All in favor, unanimous, motion passed. Adjourn at 1938.

Board Chairman

Attest

Notary public

Letitia Tamera Tumleson
My commission expires
March 25, 2023



Tulsa county, Oklahoma