



# Berryhill Fire Protection District

A PUBLIC MEETING of the Board of Directors  
5911 W 41<sup>st</sup> Street, Tulsa, OK 74107



1:46 pm, Nov 12, 2025

**Office 1**  
2026  
Beth Cox

**Office 2**  
2025  
Terry Jech

**Office 3**  
2027  
Richard Presley

**Office 4**  
2028  
Steve Whitaker

**Office 5**  
2029  
Brigitte Postoak

## October 14, 2025 @ 4:00 p.m. Regular Meeting Minutes

1. Call to order and establish a quorum. Public comments **Terry Jech called the meeting to order at 1610.**
2. Minutes – Approval of August 13, 2025, regular scheduled meeting and the September 9<sup>th</sup>, 2025, regular scheduled meetings **Steve Whitaker made a motion to approve the minutes from the Aug 13 2025 meeting and the Sept 9 2025 meeting. Seconded by Brigitte Postoak. All in favor unanimous. Motion carried.**
3. Financial Issues
  - a. Financial Status
    - i. Warrant Review and Approval **Steve Whitaker made a motion to approve the warrants as presented. Seconded by Brigitte Postoak. All in favor, unanimous, motion carried.**
    - ii. Deposit Amount **\$ 4796.0**
    - iii. Total spent on the bonds
  - b. Billings and Collections
    - i. Fire Recovery USA has 5 open car accidents
    - ii. Mannford, March 14 and 15, 2025, have sent in all papers to OEM for repayment with Dianne Bilbeck.
  - c. Grant Status
    - i. 80-20 grant applied for structure and wildland gear
    - ii. Applied for FY 2024 Regional AFG grant for Life Paks
    - iii. SAFER Applied for 7 for SAFER
4. Fire Chief Report
  - a. Apparatus
  - b. Facility
  - c. Personnel
  - d. Dispatch



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## 5. Board Action

### a. Bond 1

- i. Engraved pavers walkway from building to the digital sign
- ii. Mail box in Rock
- iii. Bay door project completion
- iv. Patio project and completion
- v. Trees and landscaping
- vi. 4<sup>th</sup> floor training tower

### b. Bond 2

### c. Revenue Bond

- i. Revenue Bond plan

### d. General

- i. Building dedication date and time **January 13<sup>th</sup> at board meeting Dedication of building.**
- ii. 30 yd dumpster purchased and painted with our logo. **Steve Whitaker made a motion to approve the purchase and painting of a dumpster for Berryhill fire to be used for clean up days. Seconded by Brigitte Postoak. All in favor, unanimous, motion carried.**
- iii. Surplus and list for bids - two (2) Samsung Mini-Splits with three (3) heads each. Minimum bid \$\$\$ **each Beth Cox made a motion to surplus the 2mini splits and to be done by a sealed bid. Seconded by Brigitte Postoak. All in favor unanimous. Motion carried.**

## 6. Executive Session

### a. Human resources

- i. Hiring of shift B position

7. Discussion and possible action on executive session items. **No items discussed in executive session.**

8. Old Business

9. New Business

**Steve Whitaker made a motion to have the business manager make a presentations on the accrual rates and amounts of the fire department staff for the Nov 2025 meeting. Seconded by Beth Cox. All in favor. Unanimous, motion carried.**



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## 10. Adjourn

Steve Whitaker made a motion to adjourn. Seconded by Brigitte Postoak. All in favor, unanimous, motion carried.

Adjourn: 1732

Handwritten signature of Terry Jack in black ink.

Chairman

Handwritten signature of Steve Whitaker in black ink.

Secretary/ Clerk

Handwritten signature of the Notary Public in blue ink.

Notary Public



My commission expires

March 25, 2027.