



Berryhill Fire Protection District

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



1:39 pm, Nov 13, 2024

Office 1
2027
Billy Frazier

Office 2
2025
Terry Jech

Office 3
2024
Frank Mason

Office 4
2028
Steve Whitaker

Office 5
2026
Beth Cox

September 10, 2024 @ 6:00 p.m. Regular Meeting Minutes

Roll Call

Frank Mason- Present

Terry Jech- Present

Beth Cox Present

Steve Whitaker- Present

Michael Hall – Present

Tamera Tumleson- Present

Billy Frazier- absent

1. Call to order and establish a quorum. **Frank Mason called the meeting to order at 1805.**
2. Public comments **no public comments**
3. Minutes – Approval of August 13, 2024, regular scheduled meeting minutes. **Beth Cox made a motion to approve the minutes as presented. Seconded by Steve Whitaker. All in favor Unanimous, motion carried.**
4. Financial Issues
 - a. Financial Status
 - a. Warrant Review and Approval **Terry Jech made a motion to approve the warrants as presented. Seconded by Beth Cox. All in favor, unanimous. Motion carried**
 - b. Deposit Amount \$4,185.54
 - c. Billings and Collections
 - i. Fire Recovery USA no new
 - ii. GAP road 04/01/2023-04/03/2023
 - iii. Fathesday Storm June 15-Aug 2023 awaiting the DEQ letter for reimbursement for the burn curtains
 - iv. LA deployment 20230827-20230905 Awaiting
 - v. Barnsdall May 10 and 11 2024 Awaiting
 - d. Grant Status
 - i. 2023 FEMA SAFER – applied for 4 more firefighters
 - ii. 80-20 grant applied for \$19,944.00



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5. Fire Chief Report –

- a. Apparatus –
- b. Facility –

6. Board Action

- a. Discussion and possible action in allowing Tamera Tumleson to update the 00003 accounts in the assessment for Berryhill Fire to ensure accuracy in billing. **Terry Jech made a motion to allow Tamera Tumleson to update 00003 and 000003 accounts for Berryhill Fire District. Seconded by Beth Cox. All in favor, unanimous, motion carried.**
- b. Discussion and possible action are needed to allow Tamera Tumleson to negotiate with U.S Cellular about placing a tower on our property. **Steve Whitaker made a motion to allow Tamera Tumleson to negotiate with U.S. Cellular on the possible placement of a tower on our land. Seconded by Beth Cox. All in favor, unanimous, motion carried.**
- c. Discussion and possible action on the contract for Marketing for The upcoming Bond election **no action is needed it is under the \$5k per expenditure.**
- d. Discussion and possible action on contract for Architecture Firm for the building projects for the Bond **Terry Jech made a motion to add additional Funds for the implementation of a new architecture firm for the bond, not to exceed \$6500.00, and the cancelation of Renaissance architecture due to lack of advancement in progress per the contract section 9.5. Seconded by Steve Whitaker. All in favor Unanimous, motion carried.**

7. Old Business

8. New Business **Discuss Billy Fraizer in coming of the board and the possibility of finding a new board member.**

9. Executive Session **Beth Cox made a motion to come into and come out of the Executive session. Seconded by Steve Whitaker. All in favor, unanimous, motion carried.**

In- 1900 out 1923

a. Human Resources

- i. Discussion and possible action for the step increase for all employees.
- ii. Promotion to Lieutenant for B shift
- iii. Discussion and possible Acceptance of Justin Banks as Fire Administrative member for Berryhill Fire **No action**



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- iv. Discussion and approval of amendment to Employee manual for volunteers and Interns for the department

10. Discussion and possible action on executive session items.

- i. Discussion and possible action for the step increase for all employees.

Terry Jech made a motion to approve all step increases for all employees.

Seconded by Steve Whitaker. All in favor, unanimous, motion carried.

- ii. Promotion to Lieutenant for B shift

Steve Whitaker made a motion to promote Shon Rogers to the position of B shift Lt. with a start date of 09/22/2024. It was seconded by Beth Cox. All in favor, unanimous, motion carried.

- iii. Discussion and approval of the amendment to the Employee manual for volunteers and Interns for the department

Terry Jech made a motion to approve the amendments to the employee manual for volunteers and interns for the department. Seconded by Steve Whitaker. All in favor, unanimous, motion carried.

11. Adjourn

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

Adjourn 1923

Chairman

Secretary Clerk

Notary Public

my commission expires March 25, 2027.

