



Berryhill Fire Protection District

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

RECEIVED



4:23 pm, Oct 15, 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

August 12, 2025 @ 4:00 p.m. Regular Meeting Minutes

1. Call to order and establish a quorum. **Terry Jech called the meeting to order at 1604.**
2. Public comments
3. Minutes – Approval of June 10, 2025, regular scheduled meeting. **Steve Whitaker made a motion to approve the Regular meeting minutes from August 12, 2025. Seconded by Brigitte Postoak. All in favor, unanimous; motion carried.**
4. 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 **\$ TBD**
 - b. Billings and Collections
 - i. Fire Recovery USA has 7 open car accident calls
 - ii. GAP road 04/01/2023-04/03/2023, awaiting payment. Brenda Bryant and Dianne Dilbeck said we should receive payment in the next 30 days
 - iii. 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
5. Fire Chief Report
 - a. Apparatus
 - b. Facility



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- c. Personnel
- d. Dispatch

6. Board Action

a. Bond 1

- i. Electric work for South Pay Doors not to exceed \$12,000.00 with Besco already approved in meeting in May
- ii. Discussion and approval of Overage from Tulsa Surveillance for \$5,000.00 Steve Whitaker made a motion to approve the overage not to exceed \$5k. Seconded by Brigitte Postoak. All in favor unanimous, motion carried.
- iii. Approval of plans for the second-floor remodel and not to exceed \$115,000.00. Beth Cox made a motion to approve the 2nd floor remodel and not to exceed \$115k. Brigitte Postoak seconded. All in favor unanimous, motion carried.
- iv. Approval of 1st floor Doors (interior and Exterior) not to exceed \$30,000.00. Brigitte Postoak made a motion to approve the interior and exterior doors not to exceed \$30k. Seconded by Beth Cox. All in favor, unanimous, motion carried.
- v. Discussion and approval of station alerting system not to exceed \$60,000.00. Brigitte Postoak made a motion to approve the station alerting system not to exceed \$60k. Seconded by Beth Cox. All in favor, unanimous, motion carried.
- vi. Discussion and approval of HVAC for 1st and 2nd floor not to exceed \$100,000.00. Steve Whitaker made a motion to approve the HVAC for 1st and 2nd floor not to exceed \$100k. Seconded by Richard Presley. All in favor unanimous, motion carried.
- vii. Discussion and approval of painters for offices on the first floor and hallway, not to exceed \$4000.00. Beth Cox made a motion to approve the paint for the offices and hallway not to exceed \$4k. Steve Whitaker seconded. All in favor, unanimous, motion carried.
- viii. Approval of stone for building. \$6,000.00 for material and \$15.5k in in labor for a total amount of \$22k. Beth Cox made a motion to approve the stonework on the building not to exceed \$22k for entire project. Seconded by Brigitte Postoak. All in favor, unanimous, motion carried.

b. Bond 2

c. General

- i. Discussion and approval of MES quote for SCBA in the amount of \$16,500.00. Steve Whitaker made a motion to approve the MES quote and purchase of SCBA items in the amount of \$16.5k. Seconded by Brigitte Postoak. All in favor, unaimousd, motion carried.



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- ii. Discussion and approval of 6 portable radios and batteries not to exceed \$12,000.00. Steve Whitaker made a motion to approve the purchase of 6 radios and batteries not to exceed \$12k from the general budget. Second, by Beth Cox. All in favor, unanimous, motion carried.
- iii. Surplus of Generac Generator to Keystone Fire. Beth Cox made a motion to approve the surplus of the generator Generac to Keystone Fire. Seconded by Brigitte Postoak. All in Favor, unanimous, motion carried.
- iv. Discussion and approval or refinance of leases to lower the payments through municipal bonds. Beth Cox made a motion to approve the refinance of leases to lower payments through municipal bonds. Seconded by Richard Presley. All in favor, unanimous, motion carried.
- v. Discussion and approval of MOU with the Muskogee Creek Nation. Steve Whitaker made a motion to approve the MOU with the Muskogee Creek Nation. Seconded by Brigitte Postoak. All in favor, unanimous, motion carried.

7. Executive Session

8. Discussion and possible action on executive session items.

9. Old Business

10. New Business

- i. Surplus of Samsung Mini Splits 2 of them through sealed bidding individually. Beth Cox Made a motion to approve the surplus and sale of 2 mini splits separately through sealed bidding. Second, by Brigitte Postoak, All in favor, unanimous, motion carried.

11. Adjourn

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

Adjourn: 1721

Chairman

Notary Public

Clerk

My Commission expires

Mark 25, 2027

