

Draft 8/6/25

Final 9/3/2025

GLIDE RURAL FIRE PROTECTION DISTRICT
Meeting of Board of Directors
MEETING MINUTES

August 6th 2025

This meeting was called to order by Don Kidd at 6:30 pm.

Board Members present: Don Kidd, Christy Hall-Scheufele, Eric Riley, Ashley Hicks

Board Members absent: Stan Spencer

Also present: Ted Damewood, Kris Wood, Carol Henry, Sam Damon, Lonnie Castrignano, Dylan Hokanson, Jerry Halter, Melanie Damewood, Z Heft, Chris BeHanna, Dave Davis, Bobbe Newport, Dennis Moore, David Reda, Mike Miller

This meeting was broadcast on Zoom for remote public access.

INSTALL NEW BOARD MEMBERS:

Oath of Office read by Don Kidd
Pending Stan Spencer's Oath of Office

ELECT NEW BOARD OFFICERS:

President (Don Kidd)- Made motion to approve by Christy Hall-Scheufele. Questioned by Ashley Hicks. Question of length of duty answered by Don Kidd and Christy Hall-Scheufele. Made motion to approve again by Christy Hall-Scheufele. Seconded by new elected board member Ashley Hicks. Motion carried.

Vice-President (Stan Spencer submitted nomination via e-mail)- Made motion to approve by Ashley Hicks. Seconded by Christy Hall-Scheufele. Motion carried.

Secretary/Treasurer (Christy Hall-Scheufele)- Questioned by Ashley Hicks. Question of position. Ashley Hicks stated she thought she would be taking over Jerry Halter's (former board member) position. Verified by Don Kidd and Christy Hall-Scheufele that she was voted to fill a chair, but the position still had to be voted in due to all members requiring seats to be voted on. Ashley confused the secretary/treasurer position and Christy Hall-Scheufele with the clerk position that Kris Wood (office manager) fills. Don and Christy verified the difference in positions, and Kris Wood confirmed she only types the notes and prepares the meetings by making copies, but does not handle the official financials etc. There is no conflict of interest with the office manager typing the notes and preparing them for review by the board. Only the bookkeeper handles the financials and prepares them for the secretary/treasurer. Made motion to approve by Ashley Hicks. Seconded by Don Kidd. Motion carried.

General Board Member (Ashley Hicks)- newly elected board members are listed as a general board member until voted into a seat/position.

Ashley Hicks requested permission to question positions. Would like clarification of why

we do not use chairs, and only use board member positions. Stated that other SDAO boards specify chairs as titles. Ashley Hicks would like to address adding "Chairs" to the list of board members. Clarified by Office Manager Kris Wood, and seconded by Board President Don Kidd, that President is "Chair", Vice President is "Vice Chair" and so forth. Per President Don Kidd, we will stand with our current titles and not be making changes.

MINUTES:

Christy Hall-Scheufele made a motion to approve the minutes for the June 4th 2025 Board Meeting. The motion was seconded by Ashley Hicks. The Minutes were unanimously approved. The motion was carried.

Review of July 2nd 2025 notes. Meeting did not take place due to lack of quorum. Notes were taken to verify events that occurred and discussions that took place on July 2nd 2025 written under "Community Discussions". Ashley Hicks stated that she would like the notes from the discussion not to be put into public record due to a meeting actually not being held. Ashley Hicks stated that she had a private discussion with Office Manager Kris Wood about moving the Oath of Office dates to August 6th 2025. This "private discussion" was held in front of Fire Chief Ted Damewood, and 5 other witnesses. Office Manager Kris Wood typed up the notes of the discussion from the public to reflect the agreement made between Ashley Hicks, Fire Chief Ted Damewood, and the Office Manager Kris Wood. Ashley Hicks was in disagreement of the events that occurred being made a public event. President Don Kidd requested we revise the notes and table it for revision during the September 3rd 2025 board meeting. Office Manager Kris Wood agreed to revise the meeting minutes to not reflect the public discussion, but to address that matter separately. Tabled until September 3rd 2025.

FINANCIAL REPORT:

Everyone present looked over the financial reports for **June 2025**.

- We received two small EMS grants (\$2,500 ea) and have expended all funds in the fiscal year.
- Business as usual

*Tax deposits (without interest) totaled \$9,788.12 for month of June 2025. Of this, \$8,096.23 was for the General Fund, and \$1,616.83 was for the Debt Service Fund.

Total expenses for the month of June were \$90,293.14 including:

- \$82,517.21 paid from the General Fund, including:
 - \$4,044.00 for Special Districts Health Insurance
 - Payroll/Liability Expenses
- \$2,848.19 paid from the Equipment Replacement Fund:
 - \$2,848.19 for Rocky's Auto Repair #2270
- \$8,263.09 paid from the Wildfire Readiness Fund, for CWRR grant expenses
 - \$3,900 Trees/Bush + Us for two invoices
 - \$400 J Sams Trucking 1 invoice
 - Payroll June 2025

The account balances as of June 2025 were reported as follows:

General Fund Savings & Petty Cash:	\$	135,389.60
General Fund Checking:	\$	22,322.84
Apparatus Fund:	\$	33,631.31
Building Construction Fund:	\$	114,513.90
Building <u>Debt Service</u> Fund:	\$	11,321.53
Water Supply Fund:	\$	8,205.21
Equipment Replacement Fund:	\$	86,221.76
EMT Memorial Fund:	\$	9,373.35
Wildfire Readiness Fund:	\$	0.00

Ashley Hicks asked to question the financials. Approved by President Don Kidd. Ashley Hicks questioned the position of Melanie Damewood. Stated that her working for Glide Rural Fire Protection District could be a conflict of interest. Board President Don Kidd, Fire Chief Ted Damewood, and Office Manager Kris Wood clarified Melanie Damewood's position as Janitor and that the position was posted publicly prior to hiring Melanie Damewood. GRFPD was unable to fill the position through the public, so Fire Chief Ted Damewood sought to hire internally. Due to lack of interest, Melanie Damewood applied and was hired for the position to which she now holds.

Christy Hall-Scheufele made a motion to approve the June 2025 financial reports. The motion was seconded by Ashley Hicks and unanimously approved. The motion was carried.

Everyone present looked over the financial reports for **July 2025**.

- Business as usual

*Tax deposits (without interest) totaled \$2,744.68 for month of July 2025. Of this, \$2,110.59 was for the General Fund, and \$634.09 was for the Debt Service Fund.

Total expenses for the month of July were \$75,980.14 including:

- \$68,241.86 paid from the General Fund, including:
 - \$4,044.00 for Special Districts Health Insurance
 - \$9,854.34 for SAIF Worker's Comp
 - \$1,780.59 for WEX Bank/Chevron (large increase in fuel use)
 - Payroll/Liability Expenses
- \$7,738.28 paid from the Building Construction Fund:
 - \$7,738.28 for Sierra Mountain (Brick Project)

The account balances as of July 2025 were reported as follows:

General Fund Savings & Petty Cash:	\$	98,167.42
General Fund Checking:	\$	7,325.09
Apparatus Fund:	\$	33,786.05
Building Construction Fund:	\$	106,777.54
Building <u>Debt Service</u> Fund:	\$	12,089.03
Water Supply Fund:	\$	8,242.96

Equipment Replacement Fund:	\$	86,622.32
EMT Memorial Fund:	\$	9,416.48
Wildfire Readiness Fund:	\$	-60.00

**Wildfire Readiness Fund \$0- fees due to less than \$2,500 in the account. Account was closed by President Don Kidd in June 2025. Bank to revise.*

Ashley Hicks asked to question the financials. Approved by President Don Kidd. Ashley Hicks questioned a double payment on SAIF Worker's Comp, but was unable to find the duplicate payment. Question dropped.

Ashley Hicks asked for verification. Approved by President Don Kidd. Ashley Hicks requested financials be posted 72 hours prior to the board meeting. Office Manager Kris Wood clarified that it may not be possible depending on the when the date of the meeting falls. Bookkeeper Kellie Hopkins comes in after month end to collect data and submit the financials to the board, and if the board meeting falls on the 1st, 2nd or 3rd, financials are done the night before to capture all possible data from the prior month for transparency. Due to this timing and transparency, minutes are typically made available the night before the meeting or the morning of. Office Manager Kris Wood stated they do their best given these conditions. Conversation concluded.

Christy Hall-Scheufele made a motion to approve the July 2025 financial reports. The motion was seconded by Ashley Hicks and unanimously approved. The motion was carried.

CONTRACT REVIEW BOARD:

OLD BUSINESS:

Board Elections are underway to be finalized by June 16th 2025.

NEW BUSINESS:

- Board Elections are finalized
- Review new board policies to replace 19-year-old policies
 - Motion of approval for new board policies to take place Sept 3rd 2025 once approved and signed.
- Schedule a date for new board member training and refreshers for current board members on Board Rules & Responsibilities. Date scheduled for 9/23/2025 at 05:30PM with SDAO trainer.
- Fire Association Discussion requested by Ms Hicks. Reviewed separation of Glide Rural Fire Protection District and Glide Fire Association. Office Manager Kris Wood and Fire Chief Ted Damewood clarified roles of Glide Fire Association. Glide Fire Association, while similar in name, is a completely separate entity from Glide Rural Fire Protection District. Ashley Hicks questioned a Facebook post made by Glide Rural Fire Protection District on behalf of Glide Fire Association. Clarification was made. Discussion ended.

ASSISTANT CHIEF/ RECRUITER'S REPORT:

Report provided at meeting with updates. See attached.

TRAINING OFFICER'S REPORT:

Training Officer Absent- no report

CHIEF'S REPORT

Run Reports

372 current calls as of 7/31/2025

Other Items

See attached report

COMMUNITY INPUT:

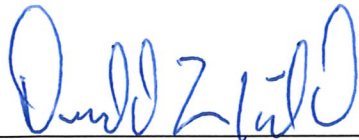
Carol Henry requested audience for information regarding the Brick Project placement, and suggestions as to how to use the bricks we have purchased being that the building has already been built. Board President Don Kidd stated the board would take this under advisement.

Dave Davis requested audience for a direct discussion to the Ashley Hicks, for peace between the board members. Community member Dave Davis stated that we have always been legal and in compliance. Ashley Hicks was asked to relax and please work with the board members, not against them. Ashley Hicks responded questions regarding community member's personal information. Both parties went back and forth about social media postings and understanding of one another's history. Conversation was concluded by community member Dave Davis and Ashley Hicks.

Suggested Next Meeting:

Wednesday September 3rd 2025. Don Ok'd.

Christy Hall-Scheufele made a motion to adjourn this meeting of the Board of Directors. The motion was seconded by Ashley Hicks. The motion was unanimously approved and the meeting was adjourned at 7:50 pm.



Don Kidd, Board President



Stan Spencer, Vice-President
or Christy Hall-Scheufele, Board Secretary/Treasurer
or Eric Riley, Board Member
or Ashley Hicks, Board member

