

YACHATS RURAL FIRE PROTECTION DISTRICT
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MINUTES OF THE BOARD OF DIRECTORS' REGULAR MEETING
OF JANUARY 16, 2019

Call to Order: President Katherine Guenther at 10:30 AM called the meeting to order.

Quorum: It was determined that a quorum was present.

Attendance: Those present: Directors – Katherine Guenther, Betty Johnston, and Ed Hallahan; Liaison Bob Bennett; Scott Spaulding FF/EMT and Kimberly Rufener FF/EMT; Shelby Knife Assistant to District Administrator; District Administrator and Fire Chief, Frankie Petrick. Director Kauffman was not in attendance.

Agenda changes or additions: None.

Guests: District patrons Quinton Smith and Patty Hodgins were in attendance.

Public Input: Mr. Bennett had occasion to call for an ambulance for a trauma on his street. He wanted the Board to know that the response was very quick, less than five minutes, and that the crew was very quick to handle the situation.

Minutes: The minutes of the Regular Meeting of November 12, 2018 were read and approved as read. Due to a lack of a quorum the December meeting was not held.

Correspondence: None received.

Equipment Maintenance: Unit 10 needed a battery replaced and is now back in service. Unit 11 has an intermittent electric problem; it just shorts out and goes dead for no apparent reason, and is still at Allstart Electric.

Training Team Report: The recertification packet for Firefighters was submitted prior to December 31 as required. We have not heard back about any issues with the certifications.

Activity Report: October saw us with 74 responses. General medicals 31, ground level falls and Mutual Aid 8 each, MVC 7, water rescue 5, burn complaint and Public Assist 4 each, CPR 2, wildland fire, fall from height, smoke in structure, fire alarm and structure fire 1 each.

November saw us with 47 responses. General medicals 20, Mutual Aid and Public Assists 6 each, MVC 5, ground level falls 4, water rescue and smoke in structure 2 each, CPR and burn complaint, 1 each.

District Administrator/Fire Chief Report: Based on the advice of legal counsel Mark Wolf and Diana Moffat YRFPD is on hold for issuing a COLA and raises for employees in the bargaining unit until the collective bargaining agreement is complete. COLA's and raise's/bonus's for the remaining paid staff were given based on the 2014 document for

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performance. Shelby collected evaluations from the Directors to determine their evaluation of the District Administrator. The Directors were polled concerning the 3.5% COLA. Director Hallahan moved to accept the raises for the staff/COLA's given under the existing guidelines effective December 1, 2018. Director Johnston seconded. Motion carried unanimously. The schedule for current rates of pay is attached to these minutes.

Old Business: Director Hallahan and Director Guenther generated two memos to Frankie in 2014 that were labeled "Not for public release – Property Acquisition Consideration". These were able to be released after the property selection was complete and are now able to be released to the public if requested. Oregon Law allows proposed property acquisition considerations to be kept quiet so as not to have a property owner increase the sale price of their property because a public entity might be interested in purchasing. Those two memos are attached to these minutes.

Ongoing Business: Some walls are up at the new building and the ridge beam up over the apparatus bays as well. The next few weeks will be framing and more framing. We have been lucky with the weather for the concrete pours and DSL has been able to stay on schedule. We have received the total cost for the changes in the original scope of work due to the unstable basalt at the building site. Architectural and engineering changes amounted to \$25,000; Soil instability, imported structural fill and piling tips amounted to \$111,183.00; piling, labor and extra rebar amounted to \$370,500.00 for a total of \$506,683.00.

Liaison Report: Bob Bennett asked how we are doing with the review of the Emergency Preparedness document. He needs any changes before the end of the month. Director Hallahan has been reviewing that for us and he will review any changes with Frankie and we will get that to Mr. Bennett very soon.

The review of the assembly areas within the city will be starting on the 28th of January. The meetings will be 10 till noon on the 28th, 29th, 30th and Feb 1. Frankie will plan on attending those meetings.

New Business: No new business.

Disbursements: The bills were reviewed. Director Johnston moved to pay the bills. Director Hallahan seconded. Motion carried unanimously.

Adjournment: As there was no further business the meeting was adjourned at 11:52 AM. The next Regular Meeting will be at 10:30 AM on January 31, 2019.

Minutes written and prepared by Sh. Petrick
Frankie Petrick

Ethel A. [Signature]
Director

Betty Johnston
Director

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17 June, 2014

MEMORANDUM

FROM: Directors Gunther and Hallahan

TO: Fire Chief Frankie Petrick

SUBJ: New Station Land Research, Expanded

1. Based on your inputs to our Research Memorandum of April 21, we have evaluated two smaller sites for construction of a new Fire Station. Both are just touching the Tsunami Zone and each is almost exactly one-half acre. We do not believe that either of these lots will allow for any drive-through bays. Research into the size of the building needed for a new station suggests that approximately 11,000 square feet would be needed for six equipment bays plus administrative space and a bunk room. For a building of this size, plus the exterior "pad" needed for parking and apparatus maneuvering and maintenance, this is about the minimum land size needed and little or no growth would be possible.

Location 1. On US 101 across from Aqua Vista Square. This lot has its longer dimension parallel to US 101, and would provide immediate apparatus access thereto. Located within the City with full utilities. There are no immediately know issues with this location, and there is a chance that the owner may be more than willing to sell. A selling price is unknown at this time.

Location 2. On the Yachats River Road, between Lincoln and Cedar. This lot has its longer dimension parallel to the Yachats River Road, but is also accessible from both Lincoln and Cedar. Apparatus access would be freely onto the Yachats River Road. All four lots included in this site have one owner, and are not currently on the market. A selling price is unknown at this time.

2. Each of these lots has individual pros and cons, but we have chosen to NOT recommend one over the other, since the evaluation at this time is quite subjective.

3. After you have a chance to consider these locations, we would like to meet with you for further discussion.

April 21, 2014

MEMORANDUM

FROM: Directors Gunther and Hallahan

TO: Fire Chief Frankie Petrick

SUBJ: New Station Land Research

1. We have completed this phase of our research into possible sites for construction of a new station. Altogether we investigated four possible locations in or near the city. The locations and considerations are identified below, and our recommended rankings will follow. The rankings do not take into account the price of the land involved, although price data is listed where available.

Location 1. Approximately 8 acres off of Conifer Lane with access from Yachats River Road. This site is just outside the Yachats city limits and therefore does not have city water available. This problem may be fixed through the simultaneous purchase of a small adjacent lot which is within the city. The site backs up to Horizon Hill, and becomes quite steep the further north one goes. It is believed that there may therefore be a need for significant land stabilization. Vehicular access to and from this site is extremely challenging, with compromised sightlines in all directions.

Location 2. Three or four of the lots for sale just north of the gas station along US 101 (approx. 3 acres). In the city with full services. It is believed that the necessary land could be acquired for about \$200,000 to \$250,000. This site would require a coordinated purchase of land from multiple owners. This location has very good access to the highway, and if the lot just to the west were also purchased, then entry could be made from Driftwood Lane and traffic impact to the highway could be reduced. The size of this location would likely mandate that a station be two stories high. This location is within the Tsunami zone, but it is believed that mitigation in the form of raised grading, a wave barrier to the west, and strengthened and sealed building techniques could mitigate this. A building in this location would be highly visible, perhaps even being a bit overpowering.

Location 3. Approximately 5.3 acres at the northern edge of the city on the east side of US 101. City water available. This site is not currently listed for sale. This site is owned by Steve Hamilton and, we believe, his brother. We are well aware of the potential for the appearance of conflict of interest if this land were to be acquired, and have considered ways to mitigate this. This site is just outside the Tsunami zone, and, with the eastern part of the site being higher, would be quite safe. About 10 to 15

NOT FOR PUBLIC RELEASE – PROPERTY ACQUISITION CONSIDERATIONS

percent of the land is of a strange shape and is of limited use. The location has about 250 feet of excellent highway access and very good sightlines.

Location 4. Approximately 7 acres along US 101 between Starr Creek Road and Reynolds Drive. This site is outside the city limits, but within five miles of both our southern district border and the western part of the Yachats Valley. The property is listed for sale by the Ostling Trust for \$150,000. The property has a partial timber tax deferral. SW Lincoln water available. This parcel's southern boundary is Reynolds Drive, it sits behind the row of houses along Starr Creek Road, and extends from US 101 to Starr Creek Road after it turns. The property line along US 101 is a very wet and wide ditch that would require a sizeable culvert. The site has about 325 feet of very good highway access, with a slightly compromised sightline to the north.

2. We evaluated the four locations and both arrived at the same considerations. Location 1 was NOT acceptable due to the dangerous vehicle access and the landslide potential to the north. Water was not available without acquiring an additional parcel that may not be for sale. Location 2 would require a complex acquisition strategy, and also significant Tsunami mitigation. Location 3 had few negative points except the mostly unusable shape of part of the land. Location 4 is appealing, but being outside the city limits may make it less than desirable to some of the district patrons.

3. We now ranked the four properties as follows:

Most desirable - Location 3

Second – Location 4

Third – Location 2

NOT desirable – Location 1

4. We invite the Fire Chief to do her own review of these properties for operational and other considerations. When your conclusions can be melded with these, we suggest an Executive Session of the Board be convened to discuss further actions.

COLA - PART TIME EMPLOYEES			
NAME	RATE	3.5 % COLA	NEW RATE
Yvette	14.25	0.49875	14.75
Kreg	15.7	0.5495	16.25
Coy	16.35	0.57225	16.92
Keith	16.42	0.5747	16.99
12/1/2018 Bonus each of the above employees \$100 in lieu of a raise. COLA			

COLA - FULL TIME EMPLOYEES			
NAME	RATE	3.5 % COLA	NEW RATE
Frankie	36.78	1.2873	38.07
Shelby	20.15	0.70525	20.86
Effective 12/1/18 COLA for full time employees was given on 12/31/18 check.			

Based on the advise of legal counsel Mark Wolf and Diana Moffat, YRFPD will hold the COLA for employees in the bargaining unit until the collective bargaining agreement is complete.