

YACHATS RURAL FIRE PROTECTION DISTRICT
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MINUTES OF THE BOARD OF DIRECTORS' REGULAR MEETING
OF JULY 25, 2019

Call to Order: President Katherine Guenther at 10:32 AM called the meeting to order.

Quorum: It was determined that a quorum was present.

Attendance: Those present: Directors – Katherine Guenther, Betty Johnston, and A'lyce Ruberg; Shelby Knife, Assistant to District Administrator; District Administrator and Fire Chief, Frankie Petrick. Directors Donald Tucker and Ed Hallahan were not in attendance.

Agenda changes or additions: None.

Guests: Quinton Smith was in attendance.

Public Input: None.

Minutes: The minutes of the Regular Meeting of July 8, 2019 were read and approved as read.

Liaison Report: Bob Bennett updated the Board on the upcoming tabletop in September. It is scheduled for September 13th and should be very educational for both City of Yachats and YRFPD. Robert Jaegge, our volunteer, is working with Bob to set up the tabletop.

Correspondence: Special Districts of Oregon (SDAO) sent out their quarterly newsletter. It contained information concerning new director reminders. Included was a reference to a Board Member Handbook which Frankie printed and passed out to each director. We also downloaded an administrative handbook from their site. We have been using that to update our handbook for directors.

SDAO is having some Board Training in Newport on August 7th from 8:30 to 4:30 and is available to any board member or administrative staff.

Equipment Maintenance: No problems noted.

Training Team Report: The training team is busy getting new Volunteers through the DPSST Task Book and up to speed with Wildland Certifications.

Activity Report: The month of June saw us with 49 responses. General medicals 22; Fire alarm with no fire 6; Car crash 4; Burn complaint, GLF, Mutual aid with 3 each; Structure fire and Good intent with 2 each; CPR, Lift assist, Wildland fire, and Public assist with 1 each.

District Administrator/Fire Chief Report: The new building continues to move right along. Some modifications are needed for cabinets and Oregon Correction Enterprises is working on that. The grading of the east slope is done and will have plantings in September. DSL will be calling for a temporary occupancy inspection in August and that is done by Lincoln County

Building inspector.

We heard from the Army Corps of Engineers about the need for an additional DEQ permit for the creek relocation. That is in the works. Watering of the creek bank continues and we will be seeding it in the next two weeks.

Old Business: Director Hallahan, Shelby and Frankie have been working on the draft of the Board Policy Manual and a copy of their efforts to date was provided to each Director with the request to forward questions or suggested changes to Shelby or Frankie. We will be reviewing the draft at the next meeting.

Director Guenther is still working with the City of Yachats about the zoning. It is going a little slower than we thought with the new planner on board.

Ongoing Business: Included in District Administrator’s report.

New Business: The sign for the new station design is still in the works, but we must get busy and come to a final decision so DSL can pour necessary footings for the sign. Additionally we need to get a formal letter out to the adjacent property owners about whether they want fencing along the property line or not. Discussion was held about the intent to issue a license to the neighbors to the South. The first part of their driveway is on our property. At a point in time that there is a decision by the neighbors to partition their property they will need to widen the road so the driveway is on their property not ours.

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

Adjournment: As there was no further business the meeting was adjourned at 11:44 AM. The next meeting will be at 10:30 AM on August 12, 2019.

Minutes written and prepared by _____.
Frankie Petrick

Director

Director