

YACHATS RURAL FIRE PROTECTION DISTRICT
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MINUTES OF THE BOARD OF DIRECTORS' REGULAR MEETING
OF DECEMBER 9, 2019

Call to Order: President Katherine Guenther at 10:34 AM called the meeting to order.

Quorum: It was determined that a quorum was present.

Attendance: Those present: Directors – Katherine Guenther, Betty Johnston, Donald Tucker and Ed Hallahan; Shelby Knife, Assistant to District Administrator; District Administrator and Fire Chief, Frankie Petrick.

Agenda changes or additions: Firefighter Bucher asked for a spot under New Business.

Guests: Quinton Smith, Drew Tracy and Cheri Brubaker.

Public Input: None.

Minutes: The minutes of the Regular Meeting of November 11, 2019 were read and approved as read.

Liaison Report: Bob Bennett reported that the City of Yachats has established a budget line item for Emergency Preparedness in the upcoming budget. The Emergency Preparedness committee is hoping to pursue a grant request for one or two connexes for emergency supplies. The existing connexes are in need of replacement and the supplies they contain may need updating or replacement. Director Johnston asked about the supplies in the connexes that belonged to South County CERT and Yachats Fire. Liaison Bennett does not have that list and Director Johnston will be sending it to him.

Liaison Bennett was interested in knowing if YRFPD would allow a “Blue Line” on our driveway to indicate a “safe zone” for tsunami purposes. Discussion was held about which of the three DOGAMI “safe zones” were used for the “Blue Line”, Petrick will look into that and report back at the next meeting.

Correspondence: Petrick reported that a letter of resignation was received from Director Ruberg effective November 19, 2019 and that a letter of acceptance was written to Ruberg and Lincoln County Clerk was so advised.

Knife reported that a letter from ERB was received and the election to decertify the union will be on or near the 27th of December.

Equipment Maintenance: The apparatus was moved into the new station on December 5th and no problems were noted.

Training Team Report: FF Bucher has passed his practical exam for the EMT Class and will be taking his final written exam on Tuesday. When that is completed he will sign up for certification thru National Registry and can then make application for an EMT Certification in Oregon. We are looking forward to adding him to our list of EMT's.

District Administrator/Fire Chief Report: YRFPD officially started operations out of the 2056 Hwy 101 N station at 5:00 PM on Thursday, December 5th. Petrick reported that we still have lots to move and will plan on trying to be out of there around the end of January. Liaison Bennett reported that City of Yachats is looking at the zoning issue this month.

We are waiting for a pay application from DSL, Inc. for most of the funds we are still holding. We only have a few items to address before final payment.

At the last meeting there were some questions asked about the new station and its property. Petrick has some answers to those. Can the new station have meetings for other groups? (Answer) The type of meeting and number of folks expected to attend for non-fire related meetings will be addressed on an individual basis. Are we planning on selling the building in town? (Answer) Yes, we are planning on selling the building in town. Were we going to need a flashing light at the highway? (Answer) We hope not, but time will tell. Do we need items for the new kitchen? (Answer) Yes, and we are making a list. Will landscaping be expensive to maintain? (Answer) We believe that after the plantings grow we will have minimal landscaping issues. Our current plantings are scheduled for replacement and monitoring for the first year under the original contract.

The outdoor lighting for the tall lights has been turned down to the lowest setting and a timer has been installed to limit the time the lights are on after dark. We currently have them set to turn on at 4:00 PM and turn off at 9:00 PM.

Old Business: Knife reported that the generator from the Spire Grant will be arriving in Salem around the first part of January and we should see it soon thereafter.

The "Adopt a Hydrant" news release will be posted on SWLCWPUD's site after their meeting and acceptance on Wednesday. Discussion was held as to whether an agreement exists with City of Yachats similar to the one with SWLCWPUD. Petrick reported that City of Yachats was not part of the original agreement between YRFPD & SWLCWD. Director Tucker would like to explore that possibility if possible. Liaison Bennett offered to broach that subject with City of Yachats.

Ongoing Business: FF Bucher asked for an opportunity to provide a sample of a Facebook Page for YRFPD. Bucher feels that Facebook would be a good way for YRFPD to keep in touch with the community and meet our possible need to pass information out quickly. Petrick wants to make sure that we are not setting ourselves up for any liability issues if and when we decide to have a Facebook presence. President Guenther wants to also make sure that we are compliant with the new ADA guidelines as well. Petrick and Knife will check with SDAO to

obtain more information to guide us.

New Business: The annual YRFPD Dinner will be held on December 16th at 6:00 PM. The dinner will be held at our new station.

Director Hallahan has been working on wording for a dedication plaque to be mounted on the new station. Each Director was given a draft to pursue. Petrick asked each Director to review their copy and forward any changes or additions to her. Petrick would like to have a final copy approved at the next meeting.

Director Hallahan also drafted two letters thanking DSL, Inc. and Pivot Architecture for providing us with an outstanding new station. Those letters were reviewed with no suggested changes or additions and will be sent to both parties this week. The Board thanked Director Hallahan for illustrating the outstanding work both DSL and Pivot did for us. A copy of those letters will be a part of these minutes.

Petrick reported that we received a sample form to post the vacancy of Board Director Position # 1. We modified it, and provided a draft for review. The review was completed and will be posted at the Yachats Post Office and sent to News times for public release.

Applications are asked to be submitted by January 31, 2020. An application was provided to Mr. Tracy at the meeting.

Disbursements: The bills were reviewed. The pay application for DSL will be in the amount of \$302,757.16, leaving approximately \$64,000.00 for the final payment. Director Tucker moved to pay the bills. Director Johnston seconded. Motion carried unanimously.

Adjournment: As there was no further business the meeting was adjourned at 12:22 PM. The next meeting will be at 10:30 AM on January 13, 2020.

Minutes written and prepared by _____.
Frankie Petrick

Director

Director