

YACHATS RURAL FIRE PROTECTION DISTRICT
2056 Hwy 101 N, P.O. BOX 1
YACHATS, OREGON 97498
Phone 541-547-3266 Fax 541-547-4257
E-mail yrfpd@peak.org

MINUTES OF THE BOARD OF DIRECTORS' SPECIAL MEETING
OF JANUARY 27, 2020

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, Donald Tucker and Ed Hallahan; Shelby Knife, Assistant to District Administrator; District Administrator and Fire Chief, Frankie Petrick.

Agenda changes or additions: Director Tucker requested to add the “Adopt a Hydrant Program” under old business.

Guests: Liaison Bob Bennett, Quinton Smith.

Public Input: None.

Minutes: The minutes of the Regular Meeting of December 9, 2019 were read and approved as read.

Liaison Report: Liaison Bennett informed the board that new DOGAMI tsunami maps are scheduled to be printed in the near future and the committee would like to change the assembly area from the east side of Diversity Lane to the new fire station. As this was a special meeting and the item was not on the agenda it would be decided upon at our next regular meeting.

Knife mentioned the Emergency Preparedness Grant through Lincoln County has a stipulation where a fire district that has a city inside the district can share a grant between the two agencies. Knife mentioned he has already discussed this with the City Manager and wanted the Emergency Preparedness Committee to be aware for possible connex replacement.

Correspondence: The District received an email from Yvonne Hall regarding lighting at the new station especially the flag pole lights. Petrick described all the steps the District has already taken to mitigate the light going on to the properties on Oceanwayside Lane. The discussion included turning off as many lights as possible including the entry way lights at night and close all the blinds on the north side of the building. We will continue to analyze the results and still keep our building safely lit.

The email from ODOT states they cannot recommend placing fire station signage on 101 due to the crowding of signage that already exists on each side of the driveway. We will plan to address the vegetation in the state right of way when the finish work is done by Laurel Bay Gardens in February.

The Employment Relations Board sent a Certification of Election Results that states the employees voted in favor of decertifying the union.

Equipment Maintenance: All the equipment is functioning correctly.

Training Team Report: Firefighter Spaulding is currently working on the DPSST re-credentialing. This happens every 3-5 years to ensure YRFPD can continue teaching DPSST Classes.

Firefighter Bucher passed his national test and has been certified as an EMT in the state of Oregon.

District Administrator/Fire Chief Report: The ethics investigation into Fire Chief Petrick has come to a close. She prepared a statement that is attached to these minutes.

Old Business: Director Tucker said the SWLCWPUD board approved the “Adopt a Hydrant Program Flyer” and they have placed signage at the payment desk and on their website about that program.

Ongoing Business: The City of Yachats notified the District about two public hearings in which the zoning of the old station will occur on February 18, 2020 at 3:00 p.m. and a second on March 4, 2020.

The generator from the Oregon Office of Emergency Management Spire Grant was delivered and OEM has placed it in service. We have use of the generator and are responsible for the maintenance. OEM can at any point request to use the generator elsewhere in the state for an emergency. They are responsible for pick up and returning it to our station. Weekly maintenance requires a minimum running time for 15 minutes. This will occur during business hours.

Knife provided an update on the new station budget. There is \$714,000 remaining with approximately \$151,000 remaining to spend. This includes the closeout payments to Phase 1 and 2 contractors, the door hardware vendor, fencing for property, cleanup along 101 and hooking up the generator. This will leave the district with approximately \$563,000 remaining when project is complete.

There was discussion about how to return the money to the tax payers. It was decided that since we are under no timeline to return the money, the YRFPD needs a well thought out plan to return the money so that the district patrons totally understand the plan.

New Business:

Shi Bucher and Shelby Knife completed the EMT course and became certified with the state. In the past the Board has given a small token of appreciation to personnel who complete this certification. Petrick will look into the amount previously given and evaluate if it should be increased. Director Hallahan moved to give Bucher and Knife an amount determined by Petrick, Director Johnston seconded, motion carried unanimously.

The Board reviewed the Bureau of Labor and Statistics Consumer Price Index from

October 2019. There was discussion around how to handle the COLA for the previous bargaining unit employees. It was decided to table the conversation until next meeting and Petrick and Knife would contact the attorney to determine the liability (if any) of retroactively giving a COLA to the employees who did not receive one in December of 2018.

With the new building, an independent appraisal of the old and east stations, and the general increase in rates the YRFPD's insurance increased by \$13,000. Director Hallahan, Petrick and Knife met with Steve Silva from WHA Insurance to review the policies and reduce the annual premium. This was accomplished through increasing some deductibles, determining the appropriate value of the new station and ensuring the current value of the apparatus.

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

Adjournment: As there was no further business the meeting was adjourned at 12:20 P M. The next meeting will be at 10:30 AM on February 10, 2020.

Minutes written and prepared by _____.
Frankie Petrick

Director

Director