

YACHATS RURAL FIRE PROTECTION DISTRICT  
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MINUTES OF THE BOARD OF DIRECTORS' REGULAR MEETING  
OF MAY 11, 2020

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

**Quorum:** Roll call determined that a quorum was present.

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

**Agenda changes or additions:** None requested.

**Guests:** Those joining the virtual meeting were: Quinton Smith and Bob Bennett.

**Public Input:** None.

**Minutes:** The minutes of the Regular Meeting of March 9, 2020 were read and approved as corrected.

**Liaison Report:** Bennett reported that no City Emergency Committee meeting has been scheduled due to COVID-19, but a grant was received by City of Yachats in the amount of \$2,500.00 for signage as related to tsunami preparedness. The grant authorizes materials and labor expense.

**Correspondence:** The email from Grimstad was received; it contained the Plan of Action for the Secretary of State for changes necessary to satisfy audit concerns. That was sent to the Secretary of State as required.

**Equipment Maintenance:** Unit 14 (first out engine) had a major air leak. Our equipment maintenance man, Tom Barr repaired the air valve and the Unit is back in service. He will be coming down soon to do some annual maintenance on equipment. No other issues pending.

**Training Team Report:** At the request of Chief Dahlman, the DPSST recertification has been pushed out for six months. Chief Dahlman has been very busy with COVID-19 issues.

**Activity Report:** March saw us with 54 responses. General medicals 29; GLF's 10; Fire alarm with no fire, MVC, and Mutual aid with 3 each; Burn complaints 2; water rescue, Fire non-structure, wildland fire and Public assist with 1 each. April saw us with 46 responses. General medicals 23; GLF's 5; Mutual aid 3; CPR, Burn Complaint, Public assistance and Structure fire with 2 each; Fire non-structure, Car crash, Fire alarm with no fire, Flue fire, OB, DOA, Car fire with 1 each.

**District Administrator/Fire Chief Report:** COVID-19 continues to plague us with new

information being learned each day. We have been fortunate not to have had more cases in our County and hope that the social distancing continues for a while longer. We had some trouble with supplies but we believe we are soon to receive gowns that will bring us up to snuff with what we need for going forward into Phase 1 of “reopening Oregon”. We are looking out about 90 days for our supplies. The crew continues to use safety precautions appropriate to the call and our station is still on “lock down” with controlling entry and documenting temperature of those entering.

**Old Business:** Petrick had some concerns about the electric bill. A representative from CLPUD called and a decision about how charges are generated was held. It seems that when several appliances start at once, the initial load causes the more expensive rate. Running the dishwasher, shower, washing machine, dryer and having the heat pump come on will likely cause the more expensive rate. We have shared that information with the crew so that they can be mindful of staggering appliance usage. We are currently keeping the bays quite cool unless someone needs to work in those areas for a long period of time.

The Budget Committee Meeting will be held on June 8, 2020. As of this date it will be a virtual meeting per Governor Brown’s requirement.

Director Tucker asked for a status on the pole lights at the station. Petrick reported that we turned down building lighting in the building, the driveway lights have been lowered and we left the flag pole lights as is.

**Ongoing Business:** City of Yachats has had to postpone meetings and apparently the second vote for the zoning request at a Regular Meeting for the Second Street Property has not been held. President Guenther will contact Yachats City Planner to see if any more information is needed. If no more info is requested by the City, it will be on the agenda for the next Regular Meeting.

President Guenther has been working with Legal Counsel Leahy in reviewing the information about the monies owed to City of Yachats when the land sells. President Guenther reported that Attorney Leahy believes that he has most all the information necessary to schedule a committee meeting with the Board to discuss going forward with planning the sale of the Second Street property in the future.

**New Business:** The audit for Budget Year 2018-2019 was received and needs to be accepted by the Board. Discussion was held. Director Hallahan moved to accept the audit for 2018-2019 Budget Year as prepared by Signe Grimstad. Director Johnston seconded. Motion carried unanimously.

We are going to need monies to finish up this budget year and the first part of next year.

Resolution 2002-003 for a loan was read. Director Hallahan moved to adopt Resolution-003 approving a note and trust deed for Yachats Rural Fire Protection District as read. Director Johnston seconded. Motion carried unanimously.

Laurel Bay Gardens, Inc. was a subcontractor to Ray Wells in Phase 1 and to DSL, Inc. in Phase 2. Some changes were needed to be made and the Contract was modified orally for work to be performed later. We are now ready for that work to be done and to that end a proposal was received from Laurel Bay to finish up the work that was left incomplete in the Phase 1 and Phase 2 contract. There are two figures on that proposal and we need to determine which is correct. Petrick will contact Laurel Bay and then poll the Board for approval before work begins.

The current Health Reimbursement Account is due for review. The current HRA was discussed and no changes were recommended at this time.

**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 11:31 AM. Minutes written and prepared by \_\_\_\_\_.

Frankie M. Petrick

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Director

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Director