

YACHATS RURAL FIRE PROTECTION DISTRICT  
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MINUTES OF THE BOARD OF DIRECTORS' REGULAR MEETING  
OF DECEMBER 14, 2020

**Call to Order:** President Katherine Guenther at 10:31AM called the virtual meeting to order.

**Quorum:** It was determined that a quorum was present.

**Attendance:** Those present: Directors – Katherine Guenther, Betty Johnston, Drew Tracy, and Ed Hallahan; Assistant to District Administrator -Shelby Knife; District Administrator and Fire Chief, Frankie Petrick. Director Donald Tucker was not in attendance.

**Agenda changes or additions:** None.

**Guests:** Quinton Smith.

**Public Input:** None.

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

**Liaison Report:** Bob Bennett reported that the Emergency Preparedness Committee is looking at connex placement south of the bridge. There is some interest by Clemente Rocha to have a location on his property just east of the gate on Cape Ranch Road for emergency preparedness. The City of Yachats may not be able to make that work, but the proposal will be reviewed.

**Correspondence:** None received.

**Equipment Maintenance:** The electrical outlet for Unit 11 has been ordered by Allstart Electric in Newport and we will take the apparatus up for installation when Allstart Electric calls.

Unit 8 had an electrical problem at the fire on the 11<sup>th</sup> and is at COCF&RD where their maintenance person is going to replace the battery cable for us.

**Training Team Report:** Rob Dahlman has ordered up the forms from Department of Public Safety Standards for our reaccreditation and will let us know when he will be here. Petrick thinks that Dahlman may not be down before the first of January.

**Activity Report:** The month of November saw us with 65 responses. General medicals 24; Ground level falls 8; Car crashes and Wires down with 6 each; Burn complaints 5; CPRs 4; Mutual aids, Public assists, and Structure fires with 3 each; Water rescues 2; Fire alarm with no fire 1.

**District Administrator/Fire Chief Report:** Petrick reported that Grimstad will be sending the audit draft out today. We will review it for any errors and get it back to her as soon as possible.

Petrick reported that we had a structure fire on November 30<sup>th</sup> on East 6<sup>th</sup> Street in Yachats. We had great support from COCF&RD per the Mutual Aid Agreement. Petrick stated she could have used a couple more firefighters.

On December 11<sup>th</sup> Yachats was once again called for a possible non-structure fire. The fire was, in fact, a fully involved structure fire. The house was a total loss and was a defensive fire only. Shannon Miller, Deputy State Fire Marshal investigated on Friday afternoon and Saturday. We will have some overtime expense for the fire as well as a couple of tow bills for the brush rig that slid into the ditch on the residence driveway.

**Old Business:** Generator discussion indicated that we probably do need a unit as large as we have from the state. We will review Director Tucker’s information and contact CLPUD one more time for clarification. We did receive bids from General Industrial for 130 kW or a 175 kW generator. The one we have from the grant is 150 kW. Petrick will have an update in the near future.

**Ongoing Business:** President Guenther reported that the appraiser will be coming up from Coos Bay in a week or so to start the appraisal process. She would like to touch base with Attorney Leahy to make sure we are still on track for marketing a public building. The Board concurred.

Ordinance No. 2020-001 – “Adopting Cost-Based Fees and Rates for District Provided Services; Allowing for Future Board Amendment of Fees and Rates by Resolution; and Repealing any Conflicting Provisions of Previous” has to be read at a public meeting, unless the Board wants to discuss and review it by title only. Director Hallahan moved to have Ordinance No 2020-001 referred to by title only. Director Johnston seconded. Motion carried unanimously. Ordinance No 2020-001 will be addressed again at the January meeting.

Director Hallahan reported that “Team Money” is still gathering information for the plan on how to increase income for operations and new equipment. May be a need to get a measure on the upcoming May ballot.

**New Business:** December is time for the Board to review a Cost of Living Adjustment (COLA) and Performance Appraisals. The Consumer Price Index, West Region – October 2020 was presented. The Board uses that information to determine if a COLA is warranted and how much to give. Petrick reported that last December saw a COLA of 2.9%. Discussion resulted in Director Tracy moving to grant a COLA of 1.2% to all fulltime staff. Director Johnston seconded. Motion carried unanimously.

The results of staff evaluations was summarized by Petrick and presented to the Board. The increase in pay will be reflected on the pay checks of December 31<sup>st</sup>.

Petrick’s evaluation is still in process and will be presented at the January meeting.

Petrick presented “YRFPD yearly award contribution 12/31/2020”. The LOSAP contribution, COVID Response amounts and volunteer awards were reviewed. Director

Hallahan moved to adopt the award contribution as presented. Director Johnston seconded. Motion carried unanimously.

**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 12:36 PM. The next meeting will be at 10:30 AM on January 11, 2020.

Minutes written and prepared by \_\_\_\_\_.  
Frankie Petrick

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director