

YACHATS RURAL FIRE PROTECTION DISTRICT  
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MINUTES OF THE BOARD OF DIRECTORS' REGULAR MEETING  
OF OCTOBER 24, 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, A'lyce Ruberg, Donald Tucker and Ed Hallahan; Shelby Knife, Assistant to District Administrator; Scott Spaulding FF/EMT-P; District Administrator and Fire Chief, Frankie Petrick.

**Agenda changes or additions:** None.

**Guests:** Quinton Smith.

**Public Input:** Mr. Smith inquired if we have a hard figure for the cost of the project yet. Director Hallahan advised him that we have a few items to still order and get installed, but we will give him a figure as soon as it is available.

**Minutes:** The minutes of the Regular Meeting of October 14, 2019 were read and approved as corrected.

**Liaison Report:** Bob Bennett was not in attendance.

**Correspondence:** Another anonymous letter received. No action required.

Letter from Employment Relations Board – Certain Employees of Yachats Rural Fire Protection District v. IAFF Local 4619 ERB Case No. DC-002-19 Petition to Decertify Labor Organization. The District was asked to supply names and addresses to the Employment Relations Board and that was done today. No additional action required.

**Equipment Maintenance:** Pump testing was completed on Monday and Tuesday. Seal Rock RFPD brought down a couple of engines and we will get the test results soon. True North will bill each District separately.

True North looked at Unit 12 (the tender) and will be ordering a new pump panel for Unit 12. They will come down and install it when it arrives. Chief Petrick asked them to check out the door latch on Unit 9 while they were here, but it is unknown at this time if that happened.

**Training Team Report:** Recertification by DPSST of our agency will be coming in the first part of the 2020. DPSST will come and look at our training plan.

Firefighter Shi Bucher is rapidly going through the EMT Class and should be done by the end of December.

**Activity Report:** The month of September saw us with 69 responses. General medicals 39; GLFs 10; Fire alarms with no fire 6; Car crashes 5; Water rescues 4; Mutual aids and Public assists with 2 each, Car fire 1.

**District Administrator/Fire Chief Report:** Included below.

**Old Business:** Director Tucker presented a draft of the "Adopt a Hydrant" program. Petrick will review that before the next meeting. Any questions or suggestions please let the District Administrator know. Director Tucker asked for the total number of hydrants in Southwest <sup>Yachats</sup> ~~Lincoln County PUD~~. Petrick or Knife will look that up and let Director Tucker know.

In other old business was a brief discussion about the legislative rules for Special Districts in Oregon. There is no one standard for special districts in Oregon. Each Special District has its own set of requirements. Anyone wishing to change the rules for whom can serve on a fire board and how poor attendance can be addressed in Oregon will have to work with other fire agencies and the Oregon Legislature to make that happen.

**Ongoing Business:** The new station is getting closer and closer to being completed. We are hoping to be operating out of the new station before the middle of November. We have a few counters and shelves to complete and we are waiting for the radio antenna to be installed.

An Open House is being scheduled for partner agencies on Friday November 1 and a district wide open house on Saturday the 2<sup>nd</sup>. Wonderful discussion about the kind of foods to serve at both of those, with the consensus being to have it be simple to manage and to involve others in preparation of that food. Director Johnston, President Guenther and Assistant Knife are working on that project.

**New Business:** District Administer Petrick had an Extended Leave Request and reviewed what the District Explanation of Benefits and policy manual have to say in that regard. The individual requesting the leave will be notified of that information and appropriate paperwork provided.

Petrick did advise that we will be reviewing some samples that we have received from SDAO and we will be working on a draft for presentation to the Board.

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

**Adjournment:** As there was no further business the meeting was adjourned at 11:56 AM. The next meeting will be at 10:30 AM on November 11, 2019.

Minutes written and prepared by Frankie Petrick

Ed Halliday  
Director

Betty Johnston  
Director

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October 24, 2019