

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](mailto:yrfpd@peak.org)

MINUTES OF THE BOARD OF DIRECTORS'  
PUBLIC HEARING & REGULAR MEETING  
OF AUGUST 10, 2020

**PUBLIC HEARING** – Public Contracting Rule Adoption

**Open Hearing:** President Katherine Guenther at 10:31 AM called the hearing to order.

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

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

**Guests:** Bob Bennett.

**Public Input:** None received.

**Hearing Closed:** President Katherine Guenther adjourned the hearing at 10:41AM.

**REGULAR MEETING**

**Call to Order:** President Katherine Guenther at 10:41 AM called the meeting to order.

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

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

**Agenda changes or additions:** Director Tucker requested clarification about workers comp.

**Guests:** None.

**Public Input:** None.

**Minutes:** The minutes of the Regular Meeting of July 13, 2020 were read and approved as read.

**Liaison Report:** Bob Bennett reported that the sign for designating a tsunami assembly site is ready for posting on our property and Bennett asked for the contact person. Petrick advised that she would be the person. Bennett initiated a discussion about “Shelter in Place” needs and in as much as our new station is out of the tsunami inundation zone it would be a great location. The Emergency Preparedness Committee for Yachats went to South Beach for information about how all that happens. Bennett would like to have YRFPD and City of Yachats to strategize the “Shelter in Place” issue. Much discussion held, including what area might be covered, where

emergency stores are held and how to fund the endeavor and much more.

**Correspondence:** SDAO Training invitations were received and Petrick reminded everyone to register if they are going to take advantage of the virtual training.

**Equipment Maintenance:** Unit 11 needs the power steering lines replaced. We will be getting it up to Power as soon as they notify us that the parts are in.

Petrick also advised the Board that we will be selling the 1990 Ford Wildland (Unit 1) vehicle soon. That was declared surplus on May 14, 2018. We do have someone interested in a possible purchase of that vehicle.

**Training Team Report:** Tony is going to start offering Zoom training so that volunteers/paid staff can get the hours needed for EMS recertification.

**Activity Report:** The month of July saw us with 69 responses. General medicals 24; GLFs 13; Mutual aids 12; Car crashes and CPRs 6 each; Burn complaints 3; Fire alarms with no fire 2; Wildland fire, Surf rescue and Structure fire with 1 each.

**District Administrator/Fire Chief Report:** Our last payment for the land was due in May, but Petrick talked with Steve Hamilton on August 7<sup>th</sup> about postponing the District's final payment for the land until tax funds are received. Hamilton approved the delay.

As follow-up from the Special Meeting of June 22, 2020, the Board wanted to make a motion to move accounts at a Regular Board Meeting as no notice was provided on the Special Meeting agenda for adjusting accounts. President Guenther moved to adjust accounts for 2019-2020 budget year. Director Tucker seconded, motion passed unanimously to increase 902 by \$19,000 and decrease 901 by \$19,000; Increase 905 by \$7,700 and decrease 901 by \$7,700 in Personnel Services; increase 925 by \$6,300 and decrease 944a by \$6,300, increase 934 by \$7,300 and decrease 944b by \$7,300, increase 933 by \$1,900 and decrease 922 by \$1900, increase 945 by \$2,100 and decrease 940 by \$2,100, increase 949 by \$10,000.00 (as corrected) and decrease 947 by \$10,000.00 (as corrected) in Materials and Services.

**Old Business:** Director Tucker had a question about whether the Board is covered by Workers Compensation if we did not adopt a compensation package. Petrick advised that we do provide workers compensation and she will check with legal counsel if that coverage would be affected by not adopting a compensation package.

**Ongoing Business:** President Guenther reported that she had a conversation with Shannon Beaucaire and Beaucaire was not aware of any dealings between City and YRFPD concerning property. President Guenther will continue with the discussions and the need for hiring an appraiser to establish a value of the bare land.

Resolution 2020-005 concerning the updating of the Public Contracting Rules of 2012 was held. Petrick advised that all required publication notices were met and the resolution is ready for adoption. Director Johnston moved to adopt Resolution 2020-005 – Public Contracting Rules as presented. Director Tucker seconded. Motion carried unanimously.

Resolution 2020-006 concerning declaring the Second Street property as surplus and indicating YRFPD's intent to sell said property is ready for adoption. Director Johnston moved to adopt Resolution 2020 – 006 - Declare Surplus and Sell Property as presented. Director Tracy seconded. Motion carried unanimously.

**New Business:** Petrick wanted to initiate a discussion about the possibility of purchasing a Scissor Lift for use at the station. We cannot reach the lighting in the building without a scissor lift, as well as do any upper level window washing. Director Tucker would like a “pro/con” analysis before we make any decision. Petrick and Knife will work one up and send out to Directors. Outside driveway lighting access would need to be accessed via bucket truck.

Petrick initiated a discussion about the generator we received from the state on a grant. We are already seeing some rust on the outside of the unit. In contacting the company they indicated that the unit is supposed to be built for outside use. It is required to be started and put on load weekly, and that an electrician is required to hook up the connection each time. Petrick wants the Board to review their thoughts on what they want a generator to do. Knife put together some information and that was sent to the Board for review. Director Tucker advised that he has had some experience with generator purchase/set up and would like to take a look and help address the issue. Petrick and Knife will do more research after Director Tucker's visit and get that information out 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 12:22 PM. The next meeting will be at 10:30 AM on September 14, 2020.

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

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director