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MINUTES OF THE BOARD OF DIRECTORS' REGULAR MEETING  
OF FEBRUARY 13, 2023

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

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

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

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

**Guests:** Ken Lipp, Yachats News.

**Public Input:** None.

**Minutes:** The minutes of the December 12<sup>th</sup> Regular Meeting were approved as presented.

**Liaison Report:** Not in attendance.

**Correspondence:** Letter advising YRFPD that our public contracting packet is out of date. The cost for the update is \$185.00 and Petrick will be contacting Local Government Law Group for an update. When received we will need to adopt it as presented.

**Equipment Maintenance:** Generally, equipment is doing okay. We had to replace the turbo hose on Unit 9, the wiper motor assembly on Unit 11 (in the works as we speak) and the failure of Unit 15 to past pump test. Our initial investigation looks like it could cost between \$10,000 and \$15,000. More research will be done and brought before the Board for review.

**Training Team Report:** The continuing education marathon that was supposed to happen in January, by former Yachats FF/Paramedic Tony Hamilton has been rescheduled for March 4-5. Ongoing fire training continues with COCF&RD weekly.

**Activity Report:** The December 2022 and January 2023 activity report is attached to these minutes.

**District Administrator/Fire Chief Report:** South Lincoln Ambulance made the annual payment according to the Ambulance Staffing Agreement and the paperwork is included in your packet. No increase discussed at this time.

The safer Grant opens today and we will be working on our application before the deadline of March 17<sup>th</sup>.

We are able to pick up a compressor from Sumner Fire next week. Due to a merger they ended up with an extra SCBA compressor. It is scheduled for pick up the 22<sup>nd</sup> of February. The unit will need its annual service and any tanks will need to be hydro tested. Since they are donating it to us, the expense will be minimal. We are certainly appreciative of their donation as our current unit is showing its age.

We had a structure fire north of Yachats in an unoccupied residence. Residence was in pretty rough shape and it is believed that perhaps a homeless person may have not extinguished the fire completely. Fireside Motel had a fire in a room, and is still under investigation by Deputy Shannon Miller. We had a Mutual Aid with Seal Rock for a barn fire up North Beaver.

**Old Business:** We have not yet heard back from the OSFM about the Oregon Fire Service Capacity Program Grant we applied for. We should hear back from them this month.

**Ongoing Business:**

The new Mutual Aid Agreement with COCF&RD and Seal Rock Fire is still in the works. We are functioning under our current Mutual Aid Agreement.

COLA and employee raise discussion was recapped by Director Hallahan. The COLA was due in December. Discussion resulted in Director Tucker moving to grant an 8.1% COLA for all eligible employees retroactive to December 1, 2022. Director Johnston seconded. Motion carried unanimously. The increase will be reflected on the payroll checks for February.

The Length of Service Awards (LOSAP) for Volunteers information will be resent to Directors for further consideration and will be addressed at the next meeting on February 27<sup>th</sup>.

**New Business:**

We downloaded an Oregon Fire District Directors Association (OFDDA) policy that would allow specified individuals to advocate with the legislature on priorities the board deems important without specified approval from the board due to the short timelines sometimes required. Staff will send out information from OFDDA about the need to be able to send messages to the legislators in quick fashion if needed

Today Director Hallahan has drafted a letter for the Board to approve for a fairly urgent item. The Board approved that letter and a copy will be attached to these minutes.

**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 11:47 AM. The next regular meeting will be held at 10:30 AM on February 27<sup>th</sup>.

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

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director