

YACHATS RURAL FIRE PROTECTION DISTRICT  
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MINUTES OF THE BOARD OF DIRECTORS' REGULAR MEETING  
OF FEBRUARY 8, 2021

**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, Donald Tucker and Ed Hallahan; Shelby Knife, Assistant to District Administrator; District Administrator and Fire Chief, Frankie Petrick.

**Agenda changes or additions:** None.

**Guests:** Quinton Smith.

**Public Input:** None at this time.

**Liaison Report:** Liaison Bob Bennett reported that the connex inventory is underway. Today is the south connex on Crestview and Tuesday will be the one on Radar Road.

**Minutes:** The minutes of the Regular Meeting of January 11, 2021 were read and approved as corrected. The minutes of the Special Meeting of January 25<sup>th</sup> were read and approved as read.

**Correspondence:** Oregon Coast Bank sent a letter acknowledging the final payment of our loan that was due 12/31/2020 and advising that the deed of reconveyance will be to us shortly.

**Equipment Maintenance:** 8239's issue with the patient compartment heater was resolved. There was air in the coolant line that created a bubble stopping water flow. The system was "burped" and all is well.

**Training Team Report:** Training for upcoming medical recertification is continuing and Petrick is asking all employees and volunteers to have their training complete before April 1, 2021. Department of Public Safety Standards and Training (DPSST) education is ongoing and is done by staff during their regular shift. DPSST has sent over the reaccreditation paperwork for signing and it has been returned to them. We should have our copy back soon.

**Activity Report:** Report for January and February will be presented at the next Regular Meeting.

**District Administrator/Fire Chief Report:** The audit report was received from Grimstad and Associates and needs to be accepted by the Board. A copy of the audit has been sent to Secretary of State, to Community Leasing and will be posted to EMMA (Electronic Municipal Market Access) as required. Secretary/Treasurer Hallahan has reviewed the audit and found no problems. Director Hallahan moved to accept the audit prepared by Grimstad and Associates for period ending 06/30/2020. Director Johnston seconded. Motion carried unanimously.

We have received 91% of our budgeted income number but we will still be short of

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operating funds until the building sells and a new source of revenue is found. We will need money before the end of February and Petrick will be contacting Oregon Coast Bank about a loan for operating expenses in the next few days.

At the last meeting Petrick commented on the fact that YRFPD chose to buy the land for the new station out of operating funds to get the best out of bond sales. That decision was made based on the advice of our bond specialist with Special Districts Association of Oregon as well as our tax attorney, but it has wiped out our reserves.

Petrick offered up some ideas for some savings until an additional source can be firmed up:

Furlough District Administrator – one day a month. The savings for a year is \$4,200.

New employee will be about \$20k less than current retiring Paramedic/Firefighter.

Deferring Unit 9 Payment (\$45,000) until Dec 2021, with interest only due in March of 2021.

Freeze on Performance raises until December of 2023.

The Board asked for greater detail about the options and how we will be managing day to day operation. Input for specifics was requested by Petrick.

We have received notice from Tony Hamilton, one of our FF/Paramedics that he is retiring soon. Tony has been a tremendous asset to our district for many years and we will miss his expertise, his training classes and his outstanding work ethic. He has been a firefighter since 1986, an EMT since June of 1987 and a Paramedic since June of 1997. His shoes will be hard to fill.

We have advertised for a replacement.

**Old Business:** Knotweed removal and additional creek planting will be coming in February.

Petrick is happy with the information from PUD and the electrician about the generator. The plan is to have it on line before the end of February, unless there are further questions from the Board. No questions or comments presented. Petrick will be contacting the electrician for scheduling the connecting.

Knife sent requested information to the Board including a job description for District Administrator. There were no changes or questions regarding the description. Discussion considered that we need to be working on a Fire Chief Description to be able to use it for future funding planning.

**Ongoing Business:** President Guenther would like the appraiser to separate YRFPDs portion from the City of Yachats portion and a few points of clarification within the 215/217 W. Second Street appraisal report.

Petrick and crew have been working on removing more items from the old building. It is a slow process as we took seventy years to fill it up.

Future funding Status Update – Director Hallahan recapped the need to gather data for having an open discussion about future funding requirements. Lengthy discussion was held with the Board deciding to have Special Meetings over the next several months to fully determine the need for increasing operating funds, how much to ask for and exactly how to present the information to the public. Currently YRFPD has LOT #1 initiated in 1999 in the amount of \$.61 per thousand dollars of assessed valuation; in 2008 LOT #2 initiated in the amount of \$.59 and our base rate of \$.2896. Additionally there is the GOBOND amount which runs for a total of 31 years. The bond amount for this last November was \$.6580.

**New Business:** Director Tucker reported that Southwest Lincoln County Water PUD has a new District Manager, Tui Anderson. City of Yachats and SWLCWPUD will be generating a new intertie agreement in the upcoming months. That agreement allows water to flow from one agency to another in case of need.

**Disbursements:** The bills were reviewed. Petrick will be sending the Years of Service award for Knife in the amount of \$900.00 to LOSAP (Length of Service Award Plan) in the near future. She will not be sending her amount at this time.

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 12:11 PM. The next meeting will be a Special Meeting and will be held at 10:30 AM on February 22<sup>nd</sup>, 2021.

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

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director