

MINUTES OF THE BOARD OF DIRECTORS' REGULAR MEETING
OF FEBRUARY 12, 2024

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

Quorum: It was determined that a quorum was present.

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

Agenda changes or additions: None.

Guests: Jamie Mason, Central Coast Fire, Quinton Smith, Yachats News, Doug Myers, Charles Lesiecki, Paula D'Alfonso, and Alex Cox.

Public Input: None at this time.

Minutes: The minutes of the January 8th Regular Meeting were approved as corrected.

Liaison Report: Alex Cox with City of Yachats Public Works and Streets Commission reported that the city would like specific details about the "Go Bags" requirement in hotels and not general information. The "in detail presentation" will be at the March Council meeting. It is expected that the Council will approve the request.

Correspondence: YRFPD received two notices of intention to file a tort claim against the District. Both of those documents have been forwarded to the appropriate attorneys. Director Tracy asked if South Lincoln Ambulance (SLA) received the same information. Petrick reported that SLA did receive the same.

Equipment Maintenance: Pacific West Ambulance rented SLA an ambulance until further notice. All apparatus seems to be okay.

Training Team Report: The training calendar has been created for the entire year. At change of shift the crews are reviewing protocols.

This weekend four of our staff had the opportunity to attend skid training at the International Port. The training was provided by DPSST to train operators how best to react when a large vehicle goes out of control. Knife, Rocco, Stephens and Sanning were impressed with the training.

Activity Report: The January activity report is attached to these minutes.

District Administrator/Fire Chief Report: Petrick along with the other Lincoln County Fire Chiefs have reviewed a new Benton Lincoln Mutual Aid Agreement. The agreement will be brought to the Fire Defense Board on this next Thursday. If approved that document should be ready to be signed by each Board in the near future.

Petrick reported she closed all the YRFPD accounts at BMO Bank and transferred all the money into the Oregon Coast Bank accounts.

Lincoln County has banned the use of all fireworks in unincorporated Lincoln County.

The City of Yachats is proposing to ban them as well.

Old Business: Director Tucker asked a couple of months ago if the District kept a list of patrons that might need assistance in an emergency. Petrick informed him we do not. We have since learned that when people sign up for Lincoln Alerts there are questions about assistance needed. When the county was contacted about the possibility of sharing that information, Petrick learned that people are not filling out that part of the signup. The Emergency Management team is going to start a campaign to get more people signed up. This would give us an idea of what percentage of our district patrons fall into the category of needing help.

Ongoing Business: Petrick contacted our attorney for guidance about the Automatic Mutual Assistance Agreements with Central Oregon Coast Fire and Rescue District and with Seal Rock Rural Fire Protection District. Since the attorney also represents the other Districts, a signed conflict waiver is required and that process has been initiated. Director Tracy inquired of Chief Mason if that will work for Central Coast. Chief Mason will relay the information to his Board. In order to get the agreement in place Director Tracy moved to have Fire Chief Petrick and President Guenther sign the document if Chief Petrick is comfortable with the response from legal counsel. Director Hallahan seconded. Motion carried unanimously.

Knife asked if everyone had an opportunity to review the Civil Service Commission documentation that was handed out at the last meeting. It is a three-member board and the position has no residency requirement. He reported we have three people who have expressed interest in being on the Commission and unless anyone has other people that might be interested; he would like to contact them again and send the draft rules. Discussion resulted in asking Knife to post on the website that we are seeking members for that Board. That notice will be posted today or tomorrow.

New Business: Knife presented the board with Petrick's performance appraisal and asked the Directors to complete the form timely. Any raise will be retroactive to December 1st 2024.

Southwest Lincoln County Water PUD (SWLCWPUD) sent the District billing for three hydrants that have been replaced in the amount of \$24,104.86. YRFPD has an intergovernmental agreement with South Lincoln Water to help with hydrant replacement as funds allow. There have been no payments to SWLCWPUD for four years. Petrick suggested that we expend the funds that were budgeted but not used for in the amount of \$3,000.00. Discussion resulted in Director Hallahan moving to pay \$3,000.00 to SWLCWPUD. Director Tracy seconded. Motion carried with Director Tucker abstaining due to a potential conflict of interest as he is on the Board for SWLCWPUD. President Guenther would like to have a more detailed discussion about how best to work with SWLCWPUD about hydrant needs with possibly pursuing joint grant options.

Discussion about how to address the issue of questions for the applicants for the vacant Board Director Position was held. It was decided to have a Special Meeting where all four applicants could be interviewed on February 26th at 10:30 AM. The Board may select an applicant at that time to fill the vacancy.

Petrick advised that the yearly audit will be available at the next regular meeting.

Disbursements: The bills were reviewed. Director Hallahan moved to pay the bills. Director Tracy seconded. Motion carried unanimously.

Adjournment: As there was no further business the meeting was adjourned at 11:50 PM. A special Meeting will be held on February 26th at 10:30 AM. The next regular meeting will be held at 10:30 AM on March 11, 2024.

Minutes written and prepared by _____.
Frankie Petrick

Director

Director