

YACHATS RURAL FIRE PROTECTION DISTRICT
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MINUTES OF THE BOARD OF DIRECTORS' REGULAR MEETING
OF MARCH 28, 2019

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, Betty Johnston, and Cy Kauffman; Shelby Knife, Assistant to District Administrator; District Administrator and Fire Chief, Frankie Petrick. Director Hallahan was not in attendance.

Agenda changes or additions: None.

Guests: Quinton Smith was in attendance.

Public Input: None.

Minutes: The minutes of the Regular Meeting of March 11, 2019 were read and approved as corrected.

Liaison Report: Bob Bennett reported that the signs in the tsunami evacuation route were approved by Yachats City Council; and the Emergency Operations Plan is scheduled to be submitted to the council at their April open meeting.

Correspondence: We have finally received our audit from Grimstad and Associates for the fiscal year ending June 30, 2018. Frankie explained that there are some changes the auditor wants to see in our process of preparing financial information for the next year's audit. Those changes will be addressed in a letter to Katherine Guenther soon. Frankie and Shelby will review those items and present the information to the Board. Frankie asked that the Board accept the audit as presented so we can get it posted to EMMA to meet the federal filing deadline. Director Kauffman moved to accept the audit for year ending June 30, 2018 as presented. Director Johnston seconded. Motion carried unanimously.

Equipment Maintenance: Unit 17 was safely transported to Immonen Road out of Depoe Bay to use for fire suppression for approximately 45 properties. Frankie will notify WHA Insurance to remove it from our list of vehicles owned.

The potable water filtration system is in need of repair at the east station. The filtering unit is going to be replaced and a drain installed in the potable water tank. That should be complete next week. In the meantime water for toilet flushing is being transported from the south station.

Training Team Report: The team has been busy verifying all the required training for the EMTs and Paramedics. Frankie's goal is to have all of the paperwork filed with Oregon Health Authority on or around May 1st. We have 7 paid staff and 7 either part-time or volunteer staff.

Activity Report: The month of February saw us with 47 responses. General medicals 23, Ground level falls 7, Fire alarms with no fire 6, Mutual aid 4, Public assist and good intent 2 each, Lift assist CPR and Electrical fire with 1 each.

District Administrator/Fire Chief Report: This was combined with Ongoing Business and included an explanation about the weekly look ahead report that is presented by Kevin with DSL at the weekly construction meeting. Those will be attached to the minutes. This week at the meeting discussion with civil engineering was held about the small creek that is currently running down the south side of the property into the detention pond. Civil engineering will lay out the plan for getting it back into the creek on the north side of the building. That plan will need to be to DSL before April 15th so they can coordinate with the water and sewer line installation.

Additionally there was discussion about the depth of the water in the pond and whether the bottom needs to be raised to prevent standing water. ODOT only wants it have water in it when it is raining, so as to be able to meet the need for storage in heavy rainfall.

Old Business: None.

Ongoing Business: See District Administrator/Fire Chief Report above.

New Business: Frankie presented an explanation for the need to use the Money Market account ending 3719 to track monies received from the county for GO Bond debt services funds instead of account 5201. See attached letter for a full explanation.

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

Adjournment: As there was no further business the meeting was adjourned at 11:18 AM. The next meeting will be at 10:30 AM on April 8, 2019.

Minutes written and prepared by Frankie Petrick.

Cy Kauffman
Director

Kathleen L. Guenther
Director