YAMHILL FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING AGENDA
275 South Olive, Yamhill, OR 97148
November 16, 2026, 7:00 PM

1. Call to Order - Pledge of Allegiance - Roll Call
2. Public Comment on Agenda Items (limited to 3 minutes per speaker)
3. Approval of previous meeting minutes:
    a. Any meeting minutes that need to be approved
4. Approval of Financials: Monthly Income & Expenses, & YTD Budget vs Actual
    a. Need to approve the last 3 months of bills
    b. Still working on getting all the payroll taxes and PERS caught up since they hadn't been done since March.
    c. Review of current budget situation
5. Fire Chief Report & Asst. FC Reports
6. Old Business
    a. Go Daddy – Remove
7. New Business
    a. LGIP- board members on account: Directors Weston, Brown, Sauers- Requesting that the Chief and Finance contractor be allowed access to view account.
    b. Checking account- Authorize to move funds from taxes directly to LGIP. Previous discussion was to keep around 50k in checking so we could pay bills as they come in and have a cushion.
    c. Credit Card account- Will board allow Director Weston to add Finance contractor and Fire chief access to view account and statements as in past with previous contractors and Chiefs?
    d. Audit- director questionnaire, resolution 2026-6
    e. Smoking/ vaping policy update
8. Committee Reports
    a. Safety Committee Report- Chief Lucich
    b. Joint committee with New Carlton Fire District – Chief Lucich/ Director Vandegrift
9. Topic Following the Preparation of the Agenda
10. Public Comments (total time allotted for all comments is 15 minutes)
11. Good of the Order
    a. Board Member Comments
    b. Next Meeting December 14th, 2026, 7:00pm

Yamhill Fire Protection District is inviting you to a scheduled Zoom meeting.
Join Zoom Meeting: Meeting ID: 863 1198 8874 Passcode: 159001

https://us06web.zoom.us/j/86311988874?pwd=rrqr5F1HaTixFaPabQHOkR975zMnXC.1

Yamhill Fire Protection District

Board of Directors Meeting Minutes
October 12, 2026 • Draft for Board Review
275 South Olive Street, Yamhill, Oregon 97148

1 Call to Order and Roll Call

All five directors were present: Craig Sauers, Josh Brown, Tom Bernards, Paul Van De Grift, and Randy Weston. Assistant Fire Chief Chris Featherston presented staff reports. The meeting was available by Zoom. Call-to-order time: 1830.

2 Public Comment on Agenda Items

Rocky encouraged public attendance and participation, urged development of a strategic plan, requested apparatus mileage, engine hours, and testing information, and suggested a public presentation of board and volunteer perspectives on the proposed shared-services resolution.

Austin Pine questioned prioritizing Engine 42 for surplus over Heavy Brush 41. He requested clarification of safety concerns and comparative maintenance costs, and discussed Engine 42's mileage, pump replacement, transmission, and driver training needs. He expressed concerns about Heavy Brush 41's reliability and maintenance expenses.

A speaker identified as Shay, speaking on behalf of the City of Yamhill, requested city participation in discussions with Carlton. The speaker stated that the city had no current intention to withdraw from the district but wanted its residents' interests represented, and asked that vehicle surplus decisions be postponed pending the outcome of those discussions.

3 Approval of Previous Meeting Minutes

No approval of previous meeting minutes was recorded. Preparation of outstanding minutes was addressed under Good of the Order.

4 Financial Report

Regular monthly financial reports were unavailable during the transition between accounting contractors. Randy Weston reported that he would submit his request to become an LGIP account signer and ensure removal of the former contractor. The $575,000 transfer to LGIP had been completed, with approximately $1,757 in interest reported. Updated financial reports were anticipated the following month after the new contractor began work. No motion approving financials was recorded.

5 Fire Chief and Assistant Fire Chief Reports

Apparatus and facilities: Four apparatus annual services had been completed; four additional vehicles and two staff vehicles remained. An RFP for apparatus services was being prepared. Staff were obtaining quotes for an SDAO Safety and Security Grant with a 50 percent match, including potential camera, access-control, and fire alarm improvements. The roof ventilation training prop had been repaired and used twice. Two paving vendors advised that the parking lot required repaving rather than seal coating; one preliminary estimate was approximately $42,000. Further procurement and seasonal planning would be needed.

Grants and activities: The district received an Oregon Department of Forestry volunteer grant for a project totaling just under $15,000, with a 50 percent match. Staff reported that eligible volunteer hours valued at $34.79 per hour could offset the district's match. Planned purchases included wildland PPE and training shelters. Personnel assisted with the elementary school Jogathon, provided school sporting-event coverage, and conducted Fire Prevention Month activities.

Staffing: The part-time firefighter position was budgeted at $35,000. Chief Lucich's temporary pay reduction had supported a 40-hour weekly schedule through October. Staff reported that approximately 14 days of deployment-related or unpaid absences created sufficient savings to continue 40 hours per week through

December 2026 within the existing budget. Continuation beyond December would be evaluated after accurate financial reports became available, with a budget adjustment if needed. No formal staffing motion was recorded.

The district reported 29 combined volunteers and staff, with four recruits enrolled in the fire academy; three attended the first weekend. As of September 30, 2026, the district had responded to 415 calls, including 34 in September, compared with 38 in September 2025 and 48 in September 2024.

6 Old Business

Fire Chief selection: The process remained on hold pending exploration of options.

Financial contractor: Mariah Walters had been selected to provide accounting services. Staff confirmed successful background-check results and an anticipated start date of October 16, 2026. Her related work for West Valley and Detroit was noted.

7 New Business

Engine 42 proposed surplus

Assistant Chief Featherston presented the Chief's recommendation to surplus Engine 42, citing age, the limited operator pool for its 18-speed transmission, training requirements, anticipated tire and maintenance costs, closure of the substation, station space, and the ability of Engines 4 and 41 to meet structural engine needs.

Directors and attendees discussed the apparatus's condition, mileage, maintenance history, resale value, indoor storage, staffing, and the relative merits of retaining or disposing of other vehicles. Members requested a broader apparatus plan and additional information before disposal.

A proposal to table the matter indefinitely was voiced; no second or vote was recorded. The discussion concluded with consensus not to declare Engine 42 surplus at this meeting. Its operational service status was left to the Fire Chief. No surplus authorization was adopted.

Resolution 2026 2027 Number 1

The proposed resolution authorized investigation and review of options with New Carlton Fire District to maintain and improve service delivery. Discussion addressed potential administrative and operational efficiencies, costs, staffing, district identity, stakeholder involvement, and the scope and form of the authorization. Members distinguished exploratory discussions from any future agreement or district reorganization, which would require further action.

An initial motion to adopt the resolution died for lack of a second. The subject was revisited during Committee Reports. Following further discussion, a renewed motion to adopt Resolution 2026–2027 No. 1 was made and seconded. Motion carried, four in favor and one abstention. The roll-call transcript records affirmative votes for Randy Weston, Tom Bernards, Paul Van De Grift, and Craig Sauers; the abstaining member requires confirmation. Mover and seconder: [confirm].

Policy 117 meeting schedule

The board reviewed updates to Policy 117. The proposed second-Monday schedule was retained, and directors agreed to change the regular meeting start time to 7:00 p.m. The revision date would be October 2026, with a summary identifying the meeting day and time changes.

A motion to update Policy 117 with the meeting day and time changes was made and seconded. Motion carried unanimously, 5–0. Ayes: Randy Weston, Tom Bernards, Paul Van De Grift, Craig Sauers, and Josh Brown. Mover and seconder: [confirm].

8 Committee Reports

Safety Committee: Assistant Chief Featherston summarized the September meeting. Shipley, Schmiedel, Featherston, and Lucich attended. July minutes were approved, committee members completed online safety training, new firefighter safety was discussed, and the facility walkthrough identified no reportable concerns.

Strategic planning: Directors discussed an apparatus replacement plan, district priorities, the Fire Chief hiring pause, and expectations and performance review for Chief Lucich. Discussion included involving volunteers and board members in identifying apparatus needs and priorities. The presiding officer would contact George Dunkel of SDAO upon his return from vacation and coordinate possible meeting dates with the board. No date was set.

Carlton discussions: After adoption of the resolution described above, Paul Van De Grift was appointed, without objection, as the district's board representative to participate with the Fire Chief in discussions with New Carlton Fire District.

9 Topics Following Preparation of the Agenda

Discussion continued regarding strategic planning and consultation with George Dunkel. No additional action was recorded.

10 Public Comments

A speaker urged that future Carlton discussions be conducted formally and documented. Another speaker supported the discussions and suggested explicitly requiring representatives to report back to the board. These comments did not result in an amendment to the adopted resolution.

Rocky recommended further investigation of parking lot repair alternatives, separate reporting of volunteer and paid staffing totals, clearer plural wording in the resolution, improved audibility during meetings, and a documented Fire Chief performance appraisal.

The board discussed acoustics, temperature, and accessibility of meeting spaces. The Fire Chief and Assistant Fire Chief were tasked with exploring alternative meeting locations, including options outside the fire station.

11 Good of the Order and Adjournment

Randy Weston noted the need for meeting minutes. Paul Van De Grift, as Board Secretary, was asked to prepare minutes for presentation at the next meeting, with assistance from Chris Featherston and/or Chief Lucich and available recordings and notes.

Paul expressed support for exploring options with Carlton and emphasized community involvement. Members expressed interest in meaningful discussions and obtaining SDAO guidance on the district's direction during the remaining hiring pause.

Next regular meeting: November 9, 2026, at 7:00 p.m. under the revised Policy 117.

The presiding officer adjourned the meeting. Adjournment time: [confirm].

Submitted by: _____ Approved: _____

Chief Report
November 16, 2026

APPARATUS

We are working through our apparatus to get their annual services completed.

FACILITY

- District personnel have been using the city owned house across from City Hall for training. We will use the house for training until the city is ready for us to do live fire training on the house.

ACTIVITIES

- Had a movie and hot chocolate set up on Elm on Halloween. Had a couple hundred kids pass through along with their families.
- Getting started on the Christmas Toy Program for the district.
- Will be assisting the City in putting up the City's Christmas Street decorations on November 29th.
- Santa Breakfast will be December 5,2026 starts 0800 to 1100.
- The Chief is assisting with the fire training class at the high school.

STAFFING UPDATES

- Current number of Volunteers: 25
- Current Staff: PT Chief, Stipend AC, PT FF/EMT for 1.5 employees and 60 hours a week
- Our summer grant employes have finished their commitment to the district.
- We have three firefighters in the county recruit academy they will be available by the end of the month to respond on the engine.

RESPONSES (as of Oct 31st)

Current number of calls for 2026: 445 total 381 in district

October 2026 total: 43 2025 total: 25 2024 total: 50

Year to date call attendance spreadsheet attached.

YFPD 2026 STAFFING & RESPONSES

Apparatus name	Total responses	1-FF	2-FF	3-FF	4-FF	5-FF	Year & Make	Mileage
Heavy Brush-41	184	56	85	38	5	N/A	1994 International	
Engine-4	72	6	1	48	16	1	2020 Kenworth	9207
Chief-4	80	77	3	0	0	0	2018 Ford F350	
Heavy Brush-4	64	21	38	5	0	0	2022 Ford F550	9443
Water Tender-4	19	10	9	N/A	N/A	N/A	2019 Kenworth	11261
Car-4	12	12	0	0	0	0	2004 Ford Excursion	98899
Engine-41	6	0	0	4	2	0	2020 Kenworth	7402
Brush-42***	5	0	5	0	0	0	2004 Ford F550	41985
Engine-42	2	2	0	0	0	0	1997 Ford, C12, 18-speed	
Brush-43 / Car-41	3	3	0	N/A	N/A	N/A	2003 Chevrolet dump truck	surplused
Water Tender-41*	1	0	1	0	0	0	1995 Ford, 3406, 18-speed	
Total	**631**	**101**	**177**	**94**	**23**	**1**		
* = apparatus went on Conflag								

No Response from YFPD	
YFPD	22
CFD-mutual aid	4
GFD - mutual aid	3
MFD- Mutual aid	1
TVFR-mutual aid	2
TOTAL	**32**

YFPD 2025 STAFFING & RESPONSES

Total calls dispatched to: 612			In district: 498				Out of district: 114	
Apparatus name	Total Responses	1 - FF	2-FF	3- FF	4- FF	5-FF	Year & Make	Mileage
Car-4	185	49	82	42	7	2	2004 Ford Excursion	98212
Heavy Brush-41	115	26	64	17	5	N/A	1994 International	52815
Chief-4	113	97	2	0	0	0	2018 Ford F350	40800
Engine 4	94	10	32	24	19	3	2020 Kenworth	8112
Heavy Brush-4*	76	26	38	10	0	1	2022 Ford F550	8178
Engine-42	27	16	7	2	1	0	1997 Ford , C12, 18 speed	29671
Brush-42	21	12	8	1	0	0	2004 Ford F550	38539
Water Tender-4	21	13	8	N/A	N/A	N/A	2019 Kenworth	10907
Engine 41	16	4	7	1	3		2020 Kenworth	6926
Brush 43 -CAR41	13	10	3	N/A	N/A	N/A	2003 Chev (dump truck)	64187
Water Tender-41*	3	3	0	0	0	0	1995, Ford, 3406 , 18 speed	26391
TOTAL	**684**	**169**	**251**	**97**	**35**	**6**		
* = apparatus went on Conflag		N/A	Single cab & only 4 seats					

red 1 person responses

Yamhill Fire Protection District -Previous 12 month responses

Position	DPSST #	Personnel	26-Oct	Sep-26	Aug-26	Jul-26	Jun-26	May-26	25-Apr	26-Mar	26-Feb	26-Jan	25-Dec	Nov-25	25-Oct	Oct 25-Oct 26
Probationary FF	46093	Alberado, Elli	0-injured	0-injured	0-injured	2-injured	2- injured	0-injured	0-injured	0	2	0	1	X	X	3
PIO	21663	Ancalade, Darci	0	0	0	1	1	0	1	0	1	0	13	0	1	18
FF	45835	Badden, Michael	7	1	0	5	20	5	8	0	1	0	1	0	0	48
FF/ EMR	44275	Bartlett, Mason	0	0	0	0	0	0	0	0	0	2	16	0	0	18
FF/ EMT	17874	Davis, Wade	0	1	0	0	2	0	4	0	3	1	1	6	X	18
FF/ EMR	45326	Featherston, Annie	7	5	4	14	19	5-light duty	7-light duty	0	5	13	21	14	8	110
Asst. Chief	11017	Featherston, Chris	20	18	34	29	30	25	19	7	13	24	27	32	35	313
Probationary FF/Student		Featherston,TJ	1	1	X	X	X	X	X	X	X	X	X	X	X	2
FF/ EMT	21261	Hedin, Seth	0	0	0	2	0	0	3	1	2	0	12	0	0	20
EMR	24250	Jensen, Esther	0	0	0	1	0	2	0	0	0	3	0	1	0	7
Lt.	24249	Jensen, Marci	0	5	3	4	4	1-light duty	1-light duty	0	2	7	2	2	3	32
FF	12462	Landauer, Robert	9	4	0	7	1	0	2	1	3	2	0	0	0	29
YPD		Livingston, Christopher	0	0	1	1	0	0	0	0	1	0	1	0	0	4
Probationary FF		Maisonville, Michael	1	0	X	X	X	X	X	X	X	X	X	X	X	1
FF/ EMR Assoc Pres	37732	Pine, Austin	7	3	7	13	12	8	14	6	13	13	23	21	15	155
Probationary FF		Robbins, Adam	1	0	X	X	X	X	X	X	X	X	X	X	X	1
Lt.	30944	Salter, Bradley	0	0	3	4	4	3	4	0	2	5	2	0	3	30
Probationary FF		Schmeidel, Galedyn	0	0	X	X	X	X	X	X	X	X	X	X	X	0
Probationary FF	46679	Shipman, Alex	0	1	2	1	2	X	X	X	X	X	X	X	X	6
FF/ EMT	44354	Simpson, Olivia	3	4	7	19	16	11	19	9	14	26	24	20	21	193
FF	33370	Slater, Lee	0	0	0	0	2	0	0	0	3	0	1	0	0	6
FF/ EMT student	35603	Smith, Josie	0	0	0	0	1	0	2	0	1	1	1	0	0-baby	6
Lt.	37891	Smith, Kyle	0	0	1	1	5	1	3	0	5	3	10	1	3	33
Captain	21648	Spencer, Christian	0	1	3	5	5	1	7	1	3	0	12	7	11	56
FF / EMR	34575	Spencer, Mary	0	0	0	1	0	0	0	0	0	1	2	0	0	4
Lt.	33538	Vandehey, Logan	0	0	0	4	3	0	1	0	2	1	0	1	1	13
																0
																0
STAFF																
Chief	5603	Lucich, Terry	13	14	25	30	18	6	10	6	12	15	32	12	23	203
Temp Firefighter	39293	Shipley, Kyle	12	13	14	14	22	10	17	4	17	12	21	14	22	180
Summer Grant FF	44839	Turley, McKenzie	11	6	10	12	7	X	X	X	X	X	X	X	X	35
Summer Grant FF	44557	Walker, Jackson	X	22	21	33	10	X	X	X	X	X	X	X	X	86
																0
Total Calls			43	34	48	57	44	37	47	32	30	51	63	43	48	534
		# of responders	12	15	14	22	19	13	19	8	21	18	22	14	14	

Yamhill Fire Protection District

SOG's

PERSONNEL – PER 742

Smoking and Vaping

Issued: September 8, 2015

Revised: November 2026 (Draft to include Vaping)

Smoking in the Workplace

Yamhill Fire Protection District is a non-smoking facility. This includes the use of electronic cigarettes and vaping devices. Places outside the office may be designated as smoking areas; smoking is limited to these areas. Smoking and vaping is not allowed within ten feet of any entrance, exit, window, or air intake device. If any employee has a concern about the areas designated, that individual should speak with the appropriate supervisor.

Upon adoption, this policy replaces PER–742 Smoking issued September 8, 2015, and VOL–922 Smoking issued August 12, 2014. It applies equally to employees and volunteers. This policy regulates smoking and vaping; it does not prohibit chewing tobacco or nicotine pouches.

Reference: Oregon Indoor Clean Air Act, ORS 433.835–433.875 and OAR 333-015.

DRAFT

Yamhill Fire Protection District
275 S. Olive St
Yamhill OR, 97148
503-662-4653

Safety Meeting
October 8, 2026
Minutes

Members that were present. Robbins, Shipley, Vandehey and Lucich.

Items discussed:

1. No training was presented month.
2. Removing of the reuseable ice bags and Ice in the coolers for drinking water was discussed. It was agreed that we should stop using the reuseable ice bags and ice and go with the reusable blue ice. Chief stated we would purchase 10 large ones now and 10 large ones more in the spring.
3. A lively decision was held on fire extinguishers in the station. We talked about a K extinguisher for the kitchen area in the station. Beings we do a lot of reheating and no cooking a K is not needed. We should all be checking extinguishers to make sure they are good order once a month.
4. Walk thru of station was unremarkable.

Adjourned 1900