Minutes

YAMHILL FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

275 South Olive, Yamhill, OR 97148

April 14, 2025 6:30pm

The meeting was called to order by Jim Phillips, board President at 6:31 pm.

All participants stood for the Pledge of Allegiance.

Roll call was conducted, 4 Board members were present. Josh Brown was absent.

Public comment: Rocky Losli Saige - Wanting to get an encapsulated discussion YFPD had with Carlton Fire District.

The previous minutes were distributed. Paul Van de Grift moved to accept the minutes. It was seconded by Jon Peasley. Vote was 4 for accepting the minutes, 0 no votes, motion carried.

The financial report was read by Randy Weston. Bank account information as well as the budget position was given. Jon Peasley moved to accept the financial report. Paul Van De Grift Seconded. Vote was 4 for accepting the minutes, 0 no votes, motion carried.

Joe Moore, interim Fire Chief gave his report. It was noted that Chris Featherston and Kyle Shipley was responsible for getting YFPD back into compliance with FEMA and other agencies to allow us to apply for grants, specifically the Fire Season staffing grant. Then the focus was on the proper way to assign an Assistant Fire Chief. Based on the responsibilities of the Fire Chief, it was noted that he had the authority to assign Officer positions within the District. Therefore, Chris Featherston was appointed as the Interim Assistant Fire Chief until the legalities could be verified. Nothing further to report.

Chris Featherston gave a brief on the current status of certifications for the volunteers.

Should there be any questions as to the status of any of the volunteers, please consult Chris Featherston. Additionally, she gave a report on the Easter egg hunt that will occur on Saturday 19 April.

Old Business: Jim Phillips gave a brief on the SDAO consultant that can help us with staying in compliance with all the regulations that govern Oregon Special Districts.

Randy Weston gave a brief on the budget process including formation of the budget committee. The budget meeting has been scheduled for May 5, 2025. Also, a second meeting was scheduled for May 8, 2025 if needed. June 9, 2025 has been scheduled to acceptance of the budget.

New Business: An attempt was made to approve a resolution to correct a mathematical error in the 23-24 fiscal year, however the resolution had an additional error and could not be approved until fixed.

Safety Committee report: None

Strategic Plan: On hold until a Fire Chief has been hired.

Rocky Losli Saige had an inquiry into the discussions YFPD had with Carlton Fire District.

Jim Phillips responded that after the Trampas issue, it was brought up that the Fire Chief for Carlton/Lafayette was potentially interested in being the FC for YFPD as well and discussions ensued. Rocky also suggested the Board use work sessions when faced with problems to allow public comment that could be relevant to a solution.

Jon Peasley noted that no meetings have been posted on the website since Jan, meeting minutes for Feb and Mar are not on the website, Videos have also not been posted on the website. He also inquired about the P&L statements that were not in the Board members’ packets. He also asked about the amount in our account in the amount of $150,000.00 which was incorrect, and he was given the correct amount. Jon also asked if Kyle Shipley was a full-time firefighter and was answered - no he is still part-time. Jon then brought up the YFPD policy #122, which is the Board member code of conduct and that all members must sign whenever a board member changes. He further read some of the specific line items that all members must adhere to. This policy can be found on the website.

Randy Weston gave a report on what he found for upgrading the sound and AV equipment. He also covered the specific status of the accounting audit schedule as well as the process of how the bills are handled per policy #109.

Jim Phillips also specified where meeting notices would be posted. On the website, the Post Office, and on the doors of the firehouse. He also gave a status on our domain which included our email. The previous FC had placed himself as the owner of the domain which has not allowed any access to our emails. The Board is currently working on getting access.

Paul Van de Grift moved to adjourn the meeting, Jon Peasley 2nd, motion carried.