



Elsie-Vinemaple Rural Fire Protection District

42644 Loyd Lane, Seaside, Oregon 97138

Website: www.elsie-fire.com | Phone: 503-755-2233

Board of Directors Meeting

Date: December 16, 2024

Location: EVRFPD Station #1

MINUTES

1. **Call to Order and Welcome.** Call to Order at 4:30 PM.
2. **Pledge of Allegiance.**
3. **Roll Call.** Board members Kerry Walsh (Acting Chair), Deidra Pitkin, Joan Layman and Ed Van Dyke are present. Chief Davis is present.
4. **Motion to accept the agenda.** After review Director Layman made the motion to accept the agenda. Ed Van Dyke seconded the motion. The motion carried with a unanimous 4/0 vote.
5. **Motion to approve November 12 Board Meeting Minutes:** Ed Van Dyke made a motion to approve the minutes from the November 12 Board meeting. Joan Layman seconded the motion. The motion carried with a 4/0 vote.
6. **Reports.** Chief Davis provided a report on donations received for the benefit of the District including:

[City of Hillsboro](#) - Donated about \$8,000 dollars worth of vehicle emergency warning equipment from wrecked police vehicles

[Warn Industries](#) - Donated 1 bumper and two winches. Total value \$6,298.00

[Decked.com](#) (drawer system for Ram command vehicle) - \$1,599.99 plus accessories

[Rough Country](#) - Sent us a coupon code to help us order some scene lighting equipment and accessories to go with the Warn winches. The coupon, in the amount of \$1,439.50, provided lighting needs for the Chiefs vehicle, both Frontier command vehicles, the heavy brush (Mama Ang), as well as 2 winch accessory kits and a set of traction boards.

[Dailey's Tire and Auto](#) - Discounted the installation of leveling kits for both the Ram and one of the Frontiers, as well as a MAJOR discount for 12 ply tires for the Ram down to the amount of \$680.00 mounted and balanced.

These donations total \$17,337.50. When the major discounts received are added

(which total in the range of \$4,000.00), the total results just over \$21,000 taxpayer dollars saved, bringing the total amount of donations received by the District in the past 3 months to approximately \$80,000.00.

The District signed Memorandums of Understanding (MOU's) with Cannon Beach and Hamlet Fire Districts. The MOU's support a County wide application to FEMA for an Assistance to Firefighters Grant (AFT) to purchase thermal imaging cameras (6 for EVRFPD). In addition, Cannon Beach, Hamlet and Elsie-Vinemapple applied for a joint grant to purchase fifteen sets of new turnouts and fifteen sets of new wildland gear for the crews.

EVRFPD donated ten handheld radios to Vernonia Fire who was in need of bolstering communication capability. The donated radios were replaced with new units under a grant obtained a year or two ago.

The pickup donated by Mama Ang is due to be delivered ~12/22.

Outfitting of the new Command vehicles continues. Gresham Fire contacted Chief Davis to check to see if the District was interested in acquiring a command vehicle that was being surplused.

7. Old Business.

7.1 US Bank Account Update. Efforts to switch bank accounts from Lewis and Clark to US Bank continue.

7.2 Station 2 Update. Director Pitkin reported on the current efforts to document the conditions at Station 2 with respect to coming into compliance with County code requirements. Drawings of the restructured building are complete. A comprehensive 3D computer model of the planned reconstruction has been developed as a tool to demonstrate the potential use of the northern business side of the building.

Extensive discussion was held to work toward a financially feasible phased plan to 1) make the garage portion of building functional through permitted installation of plumbing and electrical to provide running water, ADA compliant toilet and shower facilities, and 2) in conjunction with community input, develop a master plan for the use of the business portion of building.

7.3 Board Duties and Responsibilities Policy Manual. Director Layman discussed the changes to the Policy manual requesting Board input on any issues or concerns. Consensus indicated no issues and the matter of approving the policy changes was pushed to the next Board meeting.

8. New Business.

8.1 Declaration of Surplus. Chief Davis requested Board approval to surplus on a 2015 Nissan Frontier and a 1994 Ford F-350. Director Van Dyke made the motion to

authorize surplus sale of the vehicles. Director Layman seconded the motion. The motion carried 4/0.

Chief Davis discussed efforts to complete sales of other vehicles and apparatus previously approved for surplus.

8.2 Station 1 Septic System. Chief Davis provided a report on the failed septic system at Station 1. During pumping of the septic tank, it was discovered that the tank had a hole. During inspection, the septic tank refilled with solids entrapped in the leach field. Currently the entire septic system, including the toilet and sinks at the station are inoperative pending repairs. A portable toilet has been temporarily staged inside station 1.

Estimates from a contractor range \$14-16K. The Board discussed the options provided by the contractor and settled on moving forward with soliciting bids from contractors. To expedite the process of repairs Director Layman made the motion to authorize the Chief to solicit proposals with a Not to Exceed of \$16,000. Director Walsh seconded the motion. The motion carried 4/0.

9. Public Comments. Staicy Morrison thanked the department for the donations of Thanksgiving meals and for gifts through the Christmas Giving Tree.

10. Board of Directors Comments. Director Van Dyke thanked Deidra Pitkin for the work she is putting forward into reconciling the issues with Station 2. Director Layman thanks Chief Davis for all the upgrades he has accomplished through donations, surplus sales, etc. She also thanked he and Director Van Dyke for supporting the community.

11. Good of the Order. Chief Davis advised he is looking at 2 additional grant opportunities, including a high-water rescue vehicle which can be utilized in the event of high-water flooding, and can be modified to serve as brush rigs. Specifics of the other opportunities are in development.

12. Accounts Payable. After review Director Layman made the motion to approve the accounts payable. Director Van Dyke seconded the motion. The motion carried 4/0/.

13. Motion to Adjourn. Director Van Dyke made the motion to adjourn. Director Layman seconded the motion. The vote to adjourn was unanimous. The meeting adjourned at 5:31 PM.

Per EVRFPD Board of Directors