



ELSIE - VINEMAPLE R.F.P.D. # 11

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Elsie Vinemable Fire Protection District (EVRFPD) Special Board Meeting

December 7, 2023 via Zoom

[https://us04web.zoom.us/j/73390790299?pwd=8Wx4a2oRHbf8QbcxaAyuxsqaSeG
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a1i.1)

MINUTES

Zoom Board meeting attendance: Vivian, Stacy, Wayne, TJ, Kerry
Mike (Fire Chief)

Meeting opened at 2 p.m. by Chair Vivian

1. Approval of November 15 regular Board meeting minutes. Kerry moved to accept, TJ seconded. Vote 5 accept, 0 not accept.
2. This special meeting is being held following Vivian's discussion with Gordon Sletmoe, consultant with SDAO.
3. Action items were discussed regarding roles and responsibilities for permitting of Station 2
 - A. The EVFRD Board, as discussed at our Nov 15 board meeting, has now assumed management of the Station 2 work and related expenditures.
 - B. Deidra Pitkin (Pitkin Building Design) will prepare the needed design drawings for the inside of Station 2. Deidra will coordinate and submit the needed plans to Clatsop County, and report needs and findings to the board.
 - C. Pump house height and location. Mike reports the small pump house building needs to be no more than 30 inches high (it is currently a bit more than that) but that the footprint is good. The set back from the

property line is not far enough but is such that we should be able to get it permitted. No further action will be taken on this until we get the go-ahead from Deidra.

- D. Per Deidra, no further demolition or construction will commence on Station 2 until she says it's okay.
- E. Station 2 plot plans and a completed master file are needed. Mike got original building plans and foundation calculations, from the County and sent them to Deidra. Various file items (expenditures and records) related to Station 2 construction need to be copied for the master file. A scanning app will be used to accomplish this. Vivian offered to set up a master Google Drive folder for these documents.
- F. Deidra would like to see Station 2 cleaned up and organized so that she has better access to visuals to create the plans, and prior to any county visit. Mike will coordinate this and let the Board know when it will happen, and the Board will assist.
- G. Flagpole placement and height. Mike reports that the County does not require a permit for this item. The current flagpole meets the county requirements of no higher than 36 ft. Station 2 flagpole height is 26 ft.
- H. The 2023 stipend for George Jette (grounds maintenance) was discussed and a check for \$1200 (\$100 per month) was requested by the Board. That check will be written and signed at the end of the day, and delivered to George Jette. Mike, Wayne, and Vivian will meet at Station 1 at 5 p.m. to accomplish this.
- I. We anticipate that Deidra's report and timeline for working with the county will arrive within the week. We will ask that she be present at our December 20 regular Board meeting.

Good of the Order item. Board agreed to have some year end food items at our Dec 20 Board meeting.

Meeting adjournment. TJ moved to adjourn at 3 p.m., Wayne seconded. Vote 5-0