



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

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### **Elsie-Vinemapple Rural Fire Protection District**

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### **Board of Directors Special Meeting October 30, 2023, Minutes**

Board meeting opened at 6:10 p.m. Present; Vivian, Stacy, Wayne, TJ, Kerry (via Zoom). Chief Mike Wammack.

#### **Pledge of Allegiance**

#### **SPECIAL TOPIC: STATION 2 PERMITTING ISSUES**

**1. Background Information (brief overview).** Vivian provided a basic summary of Station 2 beginning with the bond issued in 2016 for \$400,000. To the best of the current Board's knowledge, the building external structure, roof and concrete pad, and electrical connections to West Oregon electric were completed using contractors and volunteers. As we understand it, this part was permitted and inspected and is on file with the County.

**2. Update on Current Status with Clatsop County 3. Immediate Actions for Discussion.** This discussion centered around what internal work (inside the metal building) has been done that needs to be permitted, i.e. mainly electrical and plumbing, plus structural to make the building accessible for public access. Discussion was also done regarding the site visit, of October 20, by Van Wilfinger, Clatsop County building codes division, which explained our progress to date and explaining work that needs county permitting and approval. Mr. Wilfinger explained he would be reviewing what information is on file with the county and will get back to us with needs and recommendations, probably within 30-60 days. This led to wording and motions on the below items.

#### **3. Actions for discussion and approval**

- a. **Hiring of licensed design professional to conduct site visit and prepare architectural and structural plans for unpermitted work.** Since this was one of the main recommendations by Mr. Wilfinger, the Board discussed who we

might approach to do this. TJ suggested Deidra Pitkin (design consultant) and Stacy suggested a design architect, Vito Cerelli, from Arch Cape who did the Arch Cape fire station design work.

- i. **Motion to do so (vote)** TJ moved “To hire a licensed design specialist to review the status of Station 2 and make recommendations for changes needed based on feedback from the County”. Stacy seconded, vote 5-0 in favor.
- ii. **Delegation of task.** TJ will contact Deidra and Stacy will contact Vito.
- iii. **Report/review at November meeting, with resolution to engage.** Progress will be reviewed and actions taken as needed at our November 15 Board meeting.

**b. Gathering of any photos taken during various stages of construction.**  
Discussion ensued on what photos might exist of the construction since it began so we can provide this to the County. Mike shared that not many photos were taken but some exist on the external building and the concrete pad. It was suggested John Aronhalt should have a photo gallery for use.

**c. Pausing additional work—clarification in writing**  
**i. Discussion**

**Resolution by Board (vote).** The following resolution was drafted, discussed, and adopted with unanimous approval:

***“ Effective immediately, and until further notice, there shall be no further construction work done at Station 2, with the following exceptions:***

***a. Completion of the water system by Precision Pump, including sanitation test, and County inspection and approval.***

***b. Completion of water heater installation by Coastal Heating, including County inspection and approval.”***

**Notes:** The water system was completed as of October 30 and the only permit needed is for the electrical component (per Tim Weaver, Precision Pump). County inspection and approval of the electrical will be put on hold until electrical permitting needs are completed for the inside of the building. Additionally, permit inspection for the water heater may need to wait until electrical permits inside the building are obtained.

**d. Prohibition on public use and access, pending resolution and inspection.**

i. **Discussion.** Following discussion, the following resolution was adopted.

***“Effective immediately, and until further notice, public access and use of the buildings at Station 2 are prohibited.”***

#### **4. Next Steps**

a. Secure any drawings, photos etc. of the Station 2 construction process for review and access by the County.

b. Work with the County to change as needed any additions/changes for proper permitting, especially electrical and plumbing.

#### **Adjourn**

WWC moved to adjourn the meeting. TJ seconded. Vote 5-0. The meeting adjourned at 6:57 p.m.