

Minutes of CRFPD Regular Business Meeting

September 25, 2024

Attending Board Members: Heidi Hagler (Chair), Bob Conder (Vice-Chair), Alex Polikoff (Secretary), John Taylor. Board Member Tony O'Donahue was an excused absence.

Corvallis Fire Department (CFD) – Chief Ben Janes

1. There being a quorum present, the Regular Meeting was called to order at 6:02 PM by the Chair.
2. Introductions & public comments – Don Barton, past CRFPD Director, attended to provide insight on the Fawnee cistern (see item #9a). No public comments were offered.
3. Late agenda items – None were offered.
4. Approve August 28, 2024 Minutes – Hagler moved that the August minutes be accepted as presented by the Secretary, Conder seconds; Hagler, Conder, Polikoff and Taylor vote yes and the motion is approved.
5. Treasurer's Report – Hagler reported for O'Donahue. Major transactions for the month of August were the new water well, webpage renewal, RRV (Rural Resident Volunteer) scholarships, and new mattresses and blinds for the RRV rooms. Conder moved the Treasurer's report be accepted, Polikoff seconds; Hagler, Conder, Polikoff and Taylor vote yes, and the motion is approved.
6. Fire Chief's report – Chief Janes reported there was a grass fire within the District on Kiger Island that was responded to. Janes stated that the Station #2 remodel should be complete and the station in service around the end of this year. Polikoff asked about how proposed OSHA rules will potentially affect the District's volunteer firefighters; Chief Janes says it could have major consequences, and the Fire Chiefs Association is providing feedback about it to OSHA.
 - a. Incident reports – There were 71 incidents responded to in the District for the month of August, including 2 fires.
 - b. Emergency Manager's report – The City of Corvallis Emergency Operations Plan (EOP) is done. Janes noted he will be adding a report from BCSO Emergency Management as well.
 - c. Locke Fire Station/Lt.'s report – The phone lines for the fire alarm panel have been repaired. Staffing at Locke is currently full at 12 RRVs after the addition of 4 from the recent Volunteer Academy. Locke was in-service 93% of the time.
 - d. CFD's Report on District-owned apparatus and condition - (Tabled for Lt. Rose's assessment)
 - e. Backfill for current Lt. position - (Tabled until there are updates)
 - f. Status of apparatus orders and retro fits/Timing and cost of next Type 3 – Janes believes the new Type 3 brush rigs will be delivered in the November-December time frame. The quote for a new super single Type 3 for the District is not ready yet.
7. Correspondence
 - a. Meeting notifications
 - i. Evvnts | Gazettetimes.com,
 - ii. Emails sent to our distribution list
 - iii. Posted on CorvallisRFPD.Com

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8. New Business

a. Generator/pump Lightning Rod – Hagler reports that Philomath lost their backup generator to a lightning strike. There is a potential grant available from SDAO for lightning defense, and she will be getting a quote for the work (that could possibly be coordinated with Philomath Fire). Polikoff will follow up on possible additional grounding requirements at the Locke generator.

9. Old Business

a. Fawnee cistern - Don Barton (past Board Member) reviewed a potential issue with a crack in the bolt ring at the Fawnee cistern; he reported that the crack is seen as a cosmetic defect and would not result in leakage even if the crack went all the way through. Barton suggested keeping the ring under observation but with no action at present. He will apply putty to the ring for cosmetic purposes and to prevent water from getting in and freezing. Barton also suggested monitoring the tank for debris. Another possible maintenance item is keeping the heat sink clear of debris.

b. Well/pump

i. Security – Polikoff reported that he is waiting on a quote for a more secure and protected well cover for the new well. Another option is to exchange the cover on the new well with the concrete cover on the old well.

ii. Info on generator testing – Polikoff requested a quote from the generator vendor on several intervals for regular maintenance testing of the new generator, but has not received a response. He will follow up on this for the next Board meeting. He further reported that all of the repairs are now complete.

c. Seismic inspection quotes – Taylor reported that non-structural issues could be covered by state grants. Locke Station meets current requirements according to code. Taylor states he will acquire more quotes for inspections.

d. Status of station walkthrough items

i. Grease trap/duct project update – Hagler reported that the mechanical contractor is working on a permit for repair work.

ii. Bathroom exhaust fans – Hagler reported this work is completed, but there is a light and shower head issue in the women's bathroom.

iii. Door hinges – Conder reported this is completed.

iv. Chair replacements – Hagler stated that demonstration chairs are here for Board review.

v. Landscape options/quotes – This was tabled as O'Donahue was not present to give a report.

e. SDAO offer: Board Practices Assessment – There was no motion from the Board to move forward with this.

f. Website updates:

i. News & Events (nothing new until Oct/Nov) – Conder removed the well picture and statement from the District website.

ii. Policies on website – Hagler reported that she has messaged SDAO with questions.

g. Review Board Calendar - September & October

September

1. Scholarships - prepare and distribute checks – September checks were delivered.
2. Submit Budget LB50's and Budget Resolutions to Benton County & Linn County Clerk's office by the 30th - These were filed.
3. Contract field mowing with Cutaway Inc. – This was completed.

October

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1. CFD Open House@ Locke (move to spring)
2. 4a's on tax collection due from Benton County and Linn County - Prep for budgeting process
3. Send reminder to CFD to winterize the Fawnee Cistern – Hagler stated she will complete this.

10. Other Matters

a. Chair purchase – Conder moves that the Board authorize \$15,000 for purchase of replacement desk chairs for the offices, conference rooms and RRV desks. Taylor seconds, and a vote is taken; Conder, Hagler, Polikoff, and Taylor vote yes and the motion is approved.

b. Set time and date of next meeting - This was set for October 30 at 6:00 PM at Locke Station.

11. Adjourn: There being no further business to conduct, the Regular Meeting was closed at 7:51 PM by the Chair.