

Minutes of CRFPD Regular Business Meeting

July 26, 2023

Attending Board Members: Bob Conder (Chair), Alex Polikoff (Secretary), Tony O'Donahue (Treasurer), Heidi Hagler, John Taylor
Corvallis Fire Department (CFD) – Chief Ben Janes

1. There being a quorum present, the Regular Meeting was called to order at 7:00 PM by the Chair.
2. Introductions & Public Comments – Chris Hagler, Pat Malone (Benton County Commissioner), Don Barton, and Phil Sollins attended. No public comments were offered.
3. Oath of Office for new Board Members – Pat Malone administered the oath of office for Heidi Hagler, John Taylor, and Bob Conder.
4. Oak Creek Evacuation Route – Pat Malone gave some background data on the project, with an estimated total cost of \$370,000. Conder proposes signing a Memorandum Of Understanding (MOU) with the County expressing a \$110,00 commitment by CRFPD towards the project; Hagler seconds the motion. Discussion followed. Conder brings up a potential issue with the project interfering with Oak Creek cistern access, and proposes a friendly amendment to the MOU so that District personnel, CFD and ODF (Oregon Department of Forestry) will have guaranteed access to the cistern site before he signs the MOU on behalf of the District. More discussion followed, mostly surrounding the question of gate access and a request of Chief Janes to determine what needs to be done at the site for CFD/ODF access to water during an evacuation, as well as the possibility of funding the project other than by the District. Developing specific financial limits and other standards that would need to be met before the District would consider funding future evacuation routes was discussed. A vote is taken. Conder, Hagler, and Taylor vote yes, Polikoff and O'Donahue vote no, the motion passes.
5. Minutes of the June meeting – These were accepted by unanimous consent as presented by the Secretary.
6. Treasurer's Report – O'Donahue reports major transactions for the month of June were for plumbing service and a contract payment to the City of Corvallis. He also reports that interest income for the fiscal year ended June 2023 is much larger than was originally budgeted for, while tax turnover for the period was less than budgeted; net result was total income approximately 1% over budget for the fiscal year. There being no objection, the report was accepted as presented by the Treasurer.
7. Fire Chief's Report – Chief Janes reports that the Windrose fire on July 4th was a major incident, comparable to the Timberhill fire. He noted that the CFD tenders on scene don't have spray bars, and this was a disadvantage. Chief Janes was very appreciative of the many outside firefighting agencies that assisted. Discussion followed on water resources, and communication with private water districts. Conder volunteered to see what he could learn about the reliability of private water resources in the district. Polikoff will forward the previous CFD water resource report to the new Board members. Chief Janes reports it is a challenge keeping volunteers since the City will not be able to pay volunteers for side work in the future. He mentioned the possibility of additional volunteer funding that the Board will take up at a later date. The Station 3 remodel is close to being completed. The Chief is hoping to have a proposal for the new tender for the District at the next Board meeting. The new brush rigs that were ordered for the District are anticipated to be delivered mid-2024.

Minutes of CRFPD Regular Business Meeting

July 26, 2023

- a. Incident reports – There were 72 calls for service within the District, including 9 fires that were responded to.
 - b. Fire Marshal’s report – No report.
 - c. Locke Fire Station/Lt’s report – Staffing at Locke is currently at 8 Rural Resident Volunteers. Station out-of-service time was at 58.5 hours due to staffing levels below normal.
 - d. Potential for replacement of Tender 146 – This was tabled until the next Regular meeting.
 - e. Remove Call box from front door at Locke – Conder states he would like to remove the call box, as it is not functional; the Board has no objection.
 - f. Remove Locke Phone number from the website – Chief Janes would like the Lieutenant’s phone number removed from the District website and replaced with the number for general information at Station #1; Hagler will revise.
8. Correspondence
- a. Meeting notifications
 - i. [Events | Gazettetimes.com](#),
 - ii. Emails sent to our distribution list,
 - iii. Posted on CorvallisRFPD.Com website
9. New Business
- a. Fireworks and danger signage for 2024 – Chief Janes reports that Leo Williamson (ODF) can come to the next Board meeting to discuss the issue.
 - b. Oath of Office for new Board Members – See item #3
 - c. Recognition/Appreciation for departing Board Members – Departing Board members Don Barton and Phil Sollins were recognized for their service to the District.
10. Old Business.
- a. Oak Creek Evacuation Route – See item #4.
 - b. 2 SDAO Training Sessions – Conder reports on the availability of a new training class developed by SDAO.
 - c. Comcast & “Network in a box” update/status – Chief Janes reports that a walk-through was conducted and we are now waiting on a quote from the vendor.
 - d. Locke Generator replacement and Solar Panel installation – Polikoff reports that the General Contractor has submitted a contract for signature for the generator replacement project, but he would like legal advice on it before signing. Currently, counsel previously used by the District is unavailable.
 - i. Need for new legal representation - Polikoff moves that the Board authorize Conder to sign the letter engaging Eileen Eakins as a resource for legal counsel; O’Donahue seconds. The motion passes unanimously. Polikoff then moves that the Board authorize Polikoff to engage Eakins to advise on the generator contract for an amount not to exceed \$2,000; O’Donahue seconds. O’Donahue, Polikoff, Hagler, and Taylor vote yes, Conder votes no; the motion passes. Polikoff will contact Lt. Gurule about the project schedule. Hagler asked about the engagement letter, specifically regarding compound interest, representation of SDAO or SDIS, and the number of staff in her firm; Polikoff will follow up. Conder will call Deputy Chief Fulsher about the possibility of selling the existing generator upon replacement.
 - e. Streamline Website

Minutes of CRFPD Regular Business Meeting

July 26, 2023

- i. Updates to Corvallisrfpd.com – Hagler reports she added resources to the resources page, and will entertain any feedback the Board offers.
 - ii. Conversion to CorvallisRFPDor.gov site progress – Conder will contact Streamline about the proposal to adopt a government URL address.
 - f. Review Board Calendar & Locke Maintenance schedule – Conder reviewed, and mentioned the Locke Station walk-through with the City should be coming up; Chief Janes stated he will check on it.
11. Other Matters
- a. Late agenda items – Conder will delay the election of officers for the new Board until next month's meeting.
 - b. Set time and date of next meeting – This was set for August 30th at 7:00 PM via Zoom.
 - c. There being no further business to conduct, the Regular Meeting was closed at 9:44 PM by the Chair.