

Minutes of CRFPD Regular Business Meeting

May 31, 2023

Attending Board Members: Bob Conder (Chair), Don Barton (Vice-Chair), Phil Sollins, Alex Polikoff (Secretary)

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. The meeting was held remotely via Zoom.
2. Introductions & public comments – Heidi Hagler, Deb Mott, Daryl Anderson, and John Taylor attended. No public comments were offered.
3. Minutes of the March meeting – These were accepted as presented by the Secretary by unanimous consent.
4. Treasurer’s Report – Conder reported in lieu of the Treasurer (O’Donahue was excused).
 - a. Major transactions – These were Rural Resident Volunteer (RRV) Scholarship checks and engineering services for the generator replacement project.
 - b. Enact resolutions to adopt the budget/make appropriations – Sollins moved the Board approve the Resolution adopting the budget and making appropriations for FY23-24, Conder seconds the motion. A vote is taken; Polikoff yes, Barton yes, Conder yes, Sollins yes, the motion passes. Conder moves the Board adopt the Resolution imposing and categorizing the tax, Sollins seconds the motion. A vote is taken: Sollins yes, Barton yes, Polikoff yes, Conder yes, the Resolution passes.
5. Fire Chief’s report - Chief Janes reports CFD has 8 graduates of the Fire Academy (paid firefighters), and that 9 other firefighters are scheduled to start employment with CFD in June. CFD is getting ready for a September volunteer academy, which should make up for loss of RRV’s over the summer months. Station 3 remodel is coming along, with an August date for construction completion. Station 2 funding is complete, and remodeling will start after Station 3 is in service again. Station 5 will be staffed again during construction in Station 2, which should help with response time in the Oak Creek area. A draft of the Hot Topics newsletter has been completed. CFD was not awarded an OSFM staffing grant that they applied for.
 - a. Report on Zonehaven – The program is moving forward; cost of the program is \$15k, which the City is splitting with the County and hoping that CRFPD will contribute towards the City share. Hagler gives an overview of the Zonehaven program. Conder proposes contributing up to \$7500 for the Zonehaven cost, and Sollins seconds. Polikoff notes half of the City portion would be \$3750, and offers a friendly amendment to change the maximum amount of the District’s contribution to \$3750. Conder accepts the amendment, and the motion is voted on; it passes unanimously. Barton states the Fawnee water cistern is still in winter mode; Chief Janes says he will check into it.
 - b. Potential for replacement of Tender 146 – This was not discussed.
 - c. Incident reports – There were 59 calls for service responded to in the District for the month of April.
 - d. Fire Marshal’s report – No report.
 - e. Locke Fire Station/Lt’s report – Current staffing is 11 RRVs, with several vacancies expected over the summer.
6. Correspondence
 - a. SDAO Membership Contact Information updated – This was done by Conder.

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- b. SDIS Budget Information updated – Provided by Conder.
 - c. Meeting notifications
 - i. Notice of the Board Meeting was given at:
 - J. [Events | gazettetimes.com](https://www.gazettetimes.com),
 - K. Emails sent to our distribution list,
 - L. Posted on CorvallisRFPD.Com .
 - d. All other correspondence was by email and will be stored as Efiles
7. New Business
- a. New Well Pump – Conder reported that Locke station was out of water on 5/26, but that water was temporarily restored by Stutzman. Stutzman submitted a quote for repair, and Conder moved to authorize the work as quoted. Polikoff seconds the motion, and a vote is taken to approve; the motion passes unanimously.
8. Old Business.
- a. Access panel for attics – This was completed.
 - b. Cleanup of excess garbage – Sollins reports this was completed, and acknowledged John Taylor for assisting.
 - c. Storage shed for Locke – Conder reports that the storage shed may not be needed due to clearing out of equipment.
 - d. Comcast & “Network in a box” update/status – No update reported; Chief Janes will follow up on it.
 - e. Locke Generator replacement and Solar Panel installation – Polikoff reports the ODOE grant application for solar panels for Locke station was denied. Polikoff will email Chief Janes about the grant, and Chief Janes will check with Public Works about whether help would be available on a potential grant resubmission. The project manager for the generator replacement project was to have provided a total cost estimate and timeline for the project but it was not received prior to the start of the Regular Meeting.
 - f. Streamline website – Conder reports that he and Hagler are continuing to work on it.
 - i. Updates to [Corvallisrfd.com](https://www.corvallisrfd.com) – Hagler reviewed suggested links with the Board. Sollins offered to assist Hagler in proving the website links work properly. Barton suggests building site the incrementally.
 - ii. Use of a .gov site – Conder reports Streamline will assist the District in establishing a .gov URL. Conder asks if there is any objection from the Board to him starting the process to get .gov site, aided by Streamline; there is no objection offered.
 - g. Review Board Calendar & Locke Maintenance schedule – No major items to report.
9. Other Matters
- a. Oak Creek evacuation route - Conder reports he talked with a County Commissioner about the project, and then received a letter from the County Director of Public Works. Polikoff requests a communication be sent to the Director clarifying that no commitment from the Board has been made to contribute monies for the project; Conder agrees to do that.
 - b. Set time and date of next meeting – This was set for June 28th at 7:00 PM.
 - c. There being no further business to conduct, the Regular Meeting was closed at 8:50 PM by the Chair.