

Final Minutes - CRFPD Regular Business Meeting

April 15, 2026

Attending Board Members: Heidi Hagler (Chair), Bob Conder (Vice-Chair), Christy Johnson, Tony O'Donahue (Treasurer), John Taylor (Secretary)
CFD – Chief Ben Janes

Agenda

1. Call to order: Being a quorum present, the Regular Meeting was called to order following the Budget Hearing by the Chair.
2. Introductions & public comments: Jeff Merten, a member of the public attended and offered no comments.
3. Late agenda items.
 - a. Hagler - SDAO “best practices” will need to be updated.
 - b. Hagler mentioned the offer of an OSHA self-led station evaluation. Following discussion, the Board agreed that the current path forward is to continue with internal safety audits led by CFD.
 - c. Chief Janes shared that the ODF forester Leo Williamson will likely be willing to come and share the latest updates around preventative and protection activities ahead of the wildfire season. Hagler to schedule with ODF’s Williamson.
4. Consent Agenda – O’Donahue moved to accept the consent agenda, Conder seconded. The motion carried unanimously.
 - a. Meeting Minutes: Secretary
 - i. March 18, 2026 Regular Board Meeting
 - ii. March 18, 2026 Budget Committee Meeting
 - b. Treasurer’s Report Treasurer
 - i. Through March, 2026
 - c. Tabled Items from Chief’s Report Chief Janes
 - i. Backfill for current Lt position
 - ii. Conditions of Service report
 - iii. Service area tax gap
 - d. Correspondence (informational)
 - i. Meeting notifications
[Evvnts | Gazettetimes.com](#),
Emails sent to our distribution list
Posted on CorvallisRFPD.Com
 - e. Old Business Items (informational)
 - i. Website policy update-changes approved; in-process (Hagler)
 - ii. Generator enclosure paint-emailed painter 4/1 to schedule
 - iii. Schedule Strategic Planning Meeting dates for after Triton report release (Board)
 - iv. Seismic repair grant-tabled until there is an update (Taylor)

Final Minutes - CRFPD Regular Business Meeting

April 15, 2026

f. Board Calendar Items for March & April

April

- i. Publish Budget in Gazette-Times w/in window-Budget Officer
- ii. Hold Budget Hearing (no resolution until June meeting)-Budget Officer
- iii. Submit Appropriations Resolution & LB 50 to BC & LC Assessors-Budget Officer
- iv. Publish Hot Topics and mail postcards- CFD-Done
- v. Wildfire Awareness and Safety event April 25 (previously in May calendar)

May

- i. Special District Election (N/A in 2026)
- ii. Schedule mowing if needed

f. Next Regular Monthly Meeting: May 13, 2026, 6:00

Noted: Treasurer O'Donahue will not be available.

5. Fire Chief's report – Chief Janes

- a. Incident reports - see attached full Chief's Report .pdf
- b. Emergency Managers' reports – None. EMs at a conference. The Board noted some constituent queries about evacuation drills and EM webinars, ahead of fire season.
- c. Locke Fire Station - Lt's report
 - i. Out of service times this past month were still very good in spite of recent RRV personnel shifts.
 - ii. Accolades for RRVs who delivered great service for a recent fire in Skyline West.
- d. Phoenix G2 installation project manager discussion – The Chief shared that Chief Loomis will be leaving CFD end of April, so the internal role supporting the Phoenix update will shift. With respect to the actual installation, Hagler expressed concern that board members lack the expertise to manage the project. Chief Janes suggested obtaining a proposal from Bob Fenner who managed the installation of two Phoenix systems for CFD. Fenner will be asked to review the project criteria, and if interested provide a proposal to Chief Janes and the CRFPD board. It was noted that no other local resources with system experience are known at this time.
- e. Water tender update – Pictures of the tender in progress at the manufacturing work shop had been sent to the board. Janes expects completion by approximately end of June 2026.

6. New Business

- a. Firm up logistics for Wildfire Awareness and Safety event
 - i. Concluded Conder will also be procuring water bottles and utensils for the cake. O'Donahue and Hagler discussing the use of an easel or other way to mount an information board.
- b. Parking lot refurbishing quotes
 - i. Hagler shared that CRFPD is seeking multiple quotes, but at this time there is only one quote received.

7. Old Business

Final Minutes - CRFPD Regular Business Meeting

April 15, 2026

- a. Public Records policy update (Hagler/Johnson) – No update
 - b. Landscaping Maintenance
 - i. O'Donahue is seeking a long term (post '26) on-going maintenance contract for station 6's landscaping, from Gaia. Currently Gaia is working under a 3-month contract to support the new landscaping and is expecting that contract to be continued through '26.
8. Other Matters
- a. Concluding thoughts
 - i. Conder reiterated the savings on SDIS insurance that CRFPD enjoys due to actions of the board. Conder stated that SDIS has allowed us a 2% credit on our insurance if each board member completes the Board Governance Questionnaire. All Board Members committed to completing the questionnaire.
 - b. Close regular meeting. Conder moved to close the meeting, Johnson seconded with unanimous approval. (End 6:48pm)



CRFPD_ChiefsReport_042026.pdf



CRFPD Resolution
Adopting the Budget

The video recording of this meeting is available at the URL:

Duration: 00:48:00

Shareable link: https://us02web.zoom.us/rec/share/QXDfq4fjFSYWf8-w7nL5kUVGfO3o0OppyO2a6zQUCw2NKebINgEMRe_FJ0Hcf1T.5uNVTslwh-EpQSmE

Passcode: *8!SV!Ci

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