

Final Minutes - CRFPD Regular Business Meeting Agenda

June 17, 2026

Board Members: Heidi Hagler (Chair), Bob Conder (Vice-Chair), Christy Vale (Via Zoom), John Taylor (Secretary); Tony O'Donahue (Treasurer – planned absence)

CFD – Chief Janes

Agenda

1. Call to order: Being a quorum present, the Regular Meeting was called to order at 6:00pm by the Chair.

Chair

2. Introductions & public comments

The Claytons are members of the public and are requesting that their property be annexed into the CRFPD taxing district. The Claytons 2.5-acre parcel was recently developed near Peoria Road and resides within CRFPD. The Claytons need a signature representing the CRFPD Board for a document entitled, "Before the Board of County Commissioners of Lane County an Annexation Form" for the Claytons to be able to move their annexation into CRFPD towards completion. Conder moves that CRFPD accepts the annexation and the form is signed. O'Donahue seconds, and the motion passes unanimously. The Chair Hagler signs the form.

3. Late agenda items – Hagler states that there is some information regarding Philomath Fire and Rescue to review.
4. Consent Agenda – O'Donahue moves to accept the consent agenda, Taylor seconds and the motion passes unanimously.
 - a. Meeting Minutes: Secretary
May 13, 2026 Regular Board Meeting
 - b. Treasurer's Report Treasurer
 - i. Through May, 2026
 - c. Tabled Items from Chief's Report Chief Janes
 - i. Backfill for current Lt position
 - ii. Service area tax gap
 - d. Correspondence (informational)
 - i. Meeting notifications
[Evvnets | 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. Schedule Strategic Planning Meeting dates for after Triton report release (Board)
 - iii. Public Records policy update (Hagler/Johnson)
 - iv. Seismic repair grant-tabled until there is an update (Taylor)

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f. Board Calendar Items for June & July

June

- i. Prepare/distribute scholarship checks
- ii. Schedule mowing if needed (done 6/8)
- iii. Adopt budget by resolution & file w/ Linn & Benton Counties (done)

July

- i. Last City payment due no later than 7/15
- ii. Oath of Office, Election of Officers
- iv. Appoint Fire Chief & Agent
- v. Review/approve auditor contract/prepare audit material
- vi. SDAO Annual Dues info-complete by 7/30 (done)
- vii. Submit appropriations resolution & LB 50 to BC & LC by 7/15 (done)
- viii. Review any required classes (& due dates) for Board members

g. Next Regular Monthly Meeting: July 15, 2026, 6:00 pm.

5. Fire Chief's report – see attached report

- a. Incident reports
- b. Emergency Managers' report. Bryan Lee's update to Benton County commissioners is included within the attached Chief's report.
- c. Locke Fire Station – Station 6 lieutenant's "Lt report" is attached.
- d. Phoenix G2 Project Manager Proposal – The job offering will be reviewed by the proposed experienced Phoenix system installation Project Manager by 6/18/26.
- e. Water tender update – our new tender has physically arrived in Corvallis.
- f. Conditions of Service report
- g. Oak Creek water draw location, bee issue. The bee hives have been relocated to give more space for firefighters to access the draw location and a max of 12 colonies at the location were agreed to.
- h. Mutual Aid Expansion – the mutual aid area now includes Polk, Marion, Lane, Lincoln and Linn counties partnering with Benton County. This is a substantial flexibility increase as two larger population centers, Salem and Springfield/Eugene are now included with full-time resources. This summer will trial new task forces for rapid response during red flag days, like a wildland team with 3's, and 6's, or type 1 for structural. (6:45pm)

6. New Business

- a. Landscape information on website (O'Donahue/Vale) – tabled to next meeting
- b. Disposition of replaced tender (Janes/all)
 - i. Discussion led to look for Benton County guidance on disposition, similar to the successful previous apparatus sales for CRFPD. Conder volunteered to work with Benton County to assess the tender and propose a sales method.
- c. New tender insurance (informational-Conder) – Conder acquired the new insurance and still need to verify if the insurance card is in the apparatus.

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- d. Philomath Fire & Rescue had a recent pancakes breakfast fund raiser. Discussion of their chair to CRFPD chair said that they should talk more, and extend more forms of communications between boards.
 - e. Corvallis Fire Department Chief Ben Janes now serves as a Director (Seat 6) on the Oregon Fire Chiefs Association (OFCA) Board of Directors, with a term running through 2028.
7. Old Business
- a. If available in time, blacktop quotes (Hagler) – on hold until after we hear about the outcome on the seismic grant (late July/August) as both projects include construction activities that could impact station readiness.
 - b. Ethics training & SDIS Best Practices-complete? (Conder)
 - i. The newest director Vale needs to complete prior to November 2026. All other directors have taken training.
8. Other Matters
- a. Concluding thoughts – O'Donahue reminds all that cash flow close to the end of the fiscal year, end of June, makes accounting more complicated, so spend soon, or wait until into July.
 - b. Close regular meeting - Conder moves to close the meeting, O'Donahue seconds and the motion carries unanimously. (7:14pm)



CRFPD_ChiefsReport LT Report 6.17.26.pdf
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The video recording of this meeting is available at the URL:

Duration: 01:14:17

Shareable link: https://us02web.zoom.us/rec/share/0FIZVj2SAC2dSQwiGDDdFIRgE-GUGkgwZi1Pd2MfuQYBNS4ZYIebYepgHl_ITbIy.ar4mzK_s-JI3j6IR

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