**Attending Board Members:**  Heidi Hagler (Chair), Bob Conder (Vice-Chair), Alex Polikoff (Secretary), Tony O’Donahue (Treasurer), John Taylor

**Corvallis Fire Department (CFD)** – Chief Ben Janes

1. There being a quorum present, the Regular Meeting was called to order at 6:00 PM by the Chair.
2. Introductions & Public Comments – Phil Sollins and Christy Johnson attended, no public comments were offered.
3. Fire Season 2025 Presentation by Leo Williamson, ODF Forester – Williamson reviewed the Philomath unit of the ODF and how it covers most of Benton County. The ODF has responsibility for BLM land protection. They have additional resources available across Oregon, and have air resources that were not previously available. Funding comes from both private landowner taxes and the state’s General Fund. The local unit covers 1.1 million acres. Williamson reviewed fire prevention efforts, including public events. He reported that the wildfire outlook for 2025 is similar to 2024.
4. Consent Agenda – Conder moved to accept the items below as presented, and O’Donahue seconds the motion. Discussion followed; Taylor stated he had suggestions related to some items in the updated Board Policy Manual. Conder offered a friendly amendment to accept the consent agenda items with the exception of the Board Policy Manual. A vote is then taken; Hagler, Conder, Polikoff, O’Donahue and Taylor vote yes, the motion passes. Taylor will forward his comments on the Policy Manual to the rest of the Board for review at the next Regular Meeting.
	1. Meeting Minutes - Secretary

April 30, 2025 Regular Board Meeting

* 1. Treasurer’s Report for April 2025 - Treasurer
		1. Reconciliation Report
		2. Monthly Report
	2. Tabled Items from Chief’s Report
		1. Backfill for current Lt. position
		2. Monthly Report
	3. Correspondence (informational)

i. Meeting notifications

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Emails sent to our distribution list

Posted on CorvallisRFPD.Com

* 1. Old Business Items (informational)

i. Maintenance schedule review w/ Lt (Tabled-Heidi)

ii. Website policy update - changes approved; in-process (Heidi)

iii. Seismic repair grant - tabled until there are updates (JT)

iv. Well/pump security – considered part of landscape project

v. Accept Eileen Eakins edits and updates to Board “Manual”

 f. Board Calendar Items for June (informational)

 i. Scholarships - prepare and distribute checks

 ii. Accept results of May Special District Election

 g. Time and date for next Regular Board Meeting: 6:00 PM June 25, 2025

1. Fire Chief’s Report – Chief Janes reports that in-service training will be happening this week on the new District Type 3 vehicles, and they should be at Stations 2 & 3 next week. CFD is considering doing a traditional pushback ceremony at Station 6 for the new Type 3’s. CFD is finalizing their Standards of Cover contract. Janes reports that the District Type 3’s being replaced have been mostly stripped of the equipment to be retained by District, and will advise the Board on recommendations for any work required on the Type 3’s before they can be offered for sale.
	1. Incident reports – There were 56 calls for service within the District for the month of April, including four fires (none of significance).
	2. Emergency Managers’ reports – Coordination with Benton County on evacuation planning with Genasys zones, initial review of CWPP projects, and preparations for participation in the upcoming June exercise all took place.
	3. Locke Fire Station/Lt’s report – Locke was fully staffed with 12 RRVs (Rural Resident Volunteers) for the month of April. The station was in service 97% of the time. Outfitting of the new Type 3’s continues. Volunteer recruitment is underway for the next Volunteer Academy, scheduled for mid-September.
	4. Update on new apparatus deployment dates – Still expecting to be fully in service in time for fire season.
	5. Phoenix G2 Proposal – Chief Janes will be forwarding a proposal to the Board at the next Regular Meeting.
2. New Business
	1. Confirm Budget Resolutions have been filed – O’Donahue reports that these were filed.
	2. Timing of field mowing with Adam May – Conder reports that he has contacted Adam about this and mowing is scheduled.
3. Old Business
	1. Kitchen exhaust project – Hagler reports that the engineering firm has not responded yet, so the project is currently on hold.
	2. Status of move to credit cards – O’Donahue reports that this is in process, and will require some training for Board members.
	3. Landscape Plan update – O’Donahue reports that the consultant (Owen) has offered to prepare a scope of work document for potential contractors so they can provide estimated costs.
	4. SDIS Best Practices – Hagler reports that once the Board approves the Policy Manual, the only item remaining will be for the new Board members to receive ethics training prior to November.
4. Other Matters
	1. Document Disposal Update – Polikoff reported that the project of disposing of obsolete paper documents has been proceeding well, and that a document destruction log is being kept as per the Records Management guidance from the Oregon Secretary of State office.
	2. There being no further business to conduct, the Regular Meeting was closed at 7:43 PM by the Chair.