

Minutes of CRFPD Regular Business Meeting

October 26, 2022

Attending Board Members: Bob Conder (Chair), Don Barton (Vice-Chair), Phil Sollins, Alex Polikoff (Secretary), Tony O'Donahue (Treasurer)

Corvallis Fire Department (CFD) – Chief Ben Janes

1. There being a quorum present, the Regular Meeting was called to order by the Chair at 7:00 PM. The meeting was held remotely via Zoom.
2. Introductions and public comments – Peter Gelser attended; no public comments were offered.
3. Minutes of last meeting – These were accepted as presented by the Secretary by unanimous consent.
4. Treasurer's report – O'Donahue reports the only major expense was scholarship checks issued to the Rural Resident Volunteers (RRVs) and for plumbing service. The Treasurer's report was accepted as presented by unanimous consent.
5. Fire Chief's report - Chief Janes reports the Station 3 remodel is underway. Delivery of the new Type 3 engine to the District may be delayed. Conder moves that the Locke open house be rescheduled to the May time frame and the contract with the City be revised accordingly; Barton seconds the motion. Chief Janes states he can create an MOU for the Board to sign that would address the contract agreement. Upon voting, the motion passes unanimously.
 - a. Incident reports – There were 45 calls for service in the District for the month of September, including 2 fires.
 - b. Fire Marshal's report – The burn ban was lifted on October 24th. Staff from the Fire Marshal's office participated in the open house at Locke Station.
 - c. Locke Fire Station/Lt's report – Current staffing is at 11 RRVs. The station was out of service for 26.5 hours for the month of September.
6. Correspondence
 - a. Meeting notifications – These were done via:
 - i. [Events | gazettetimes.com](#)
 - ii. Emails sent to distribution list
 - iii. Posted on CorvallisRFPD.Com
7. New Business
 - a. Oregon Fire Staffing Grant – Polikoff reports on potential availability of state grant through Oregon Fire Marshal office for an additional paid firefighter/Lieutenant for Locke. Conder moves that Polikoff apply for said grant; the motion dies for lack of a second, as CFD would have to be the applying agency and Chief Janes states he has major concerns with his ability to staff in a timely fashion if the grant were to be approved. Chief Janes states he will investigate the issue further.
 - b. Zonehaven - Chief Janes participated in a meeting that observed a demonstration of the program, and stated that it looks like a good fit for Benton County. The company has offered a free trial for the County till summer of 2023. A contract has been sent to Benton County for review.
 - c. Audit Review prep – Gelser reports the financial audit of the District is complete, and has sent a draft. He also stated that the audit was very clean, and he has no real concerns to report to the Board.
8. Old Business
 - a. Open House Review – There were several comments that the open house at Locke went very well. Polikoff asks about the potential for more display/activity at next year's open house; Chief Janes states he will follow up on that.
 - b. Streamline website update – Conder and O'Donahue will demo the new website and solicit feedback from the Board before going live at the beginning of next year.
 - c. WiFi Speed for the RRVs – Conder reports he is still pursuing this with Comcast.
 - d. Locke Generator replacement and Solar Panel installation - Polikoff reports on an estimated 6-8 weeks for completion of structural engineering work for the generator replacement, and has requested updated quotes from generator vendors. Barton states he would like to see quotes and

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more documentation before proceeding further; Polikoff states he will provide documentation before asking the Board for any further spending authorization. Polikoff also reports the Oregon Dept. of Energy has not yet opened up the grant applications for this fall for solar panel/battery storage projects.

- e. Review Board Calendar for October & November – Conder requests that the Board review items for correct placement in the calendar.

October

- i. CFD Open House at Locke

- ii. 4a's on tax collection due from Benton County and Linn County - Prep for budgeting process

November

- iii. Resolution to transfer funds to Capital & Equipment Reserve Funds

- iv. SDAO/SDIS Best Practices deadline - November 13th

- v. SDIS Insurance review

- f. CorvallisRFPD.com website updates – Conder reports that the Streamline service will update the District website with the same info as provided before switching.

9. Other Matters

- a. Oregon OSHA – Chief Janes reports that he is comfortable with bringing OSHA in for a free consultation for CRFPD. Conder states he will work with the Chief in getting that done.

- b. Set time and date of next meeting – This was set for November 30th at 7:00 PM.

- c. There being no further business to conduct, the Regular Meeting was closed at 8:22 PM by the Chair.