

Minutes of CRFPD Regular Business Meeting September 27, 2023

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

1. There being a quorum present, the Regular Meeting was called to order at 7:00 PM by the Acting Chair. Bob Conder (Chair) was an excused absence.
2. Introductions & Public Comments – Phil Sollins attended; no public comments were offered.
3. Minutes of the August meeting – O'Donahue moved these be accepted as presented by the Secretary; Taylor second, and the minutes were approved unanimously.
4. Treasurer's Report – O'Donahue reported major transactions were RRV (Rural Resident Volunteer) scholarship payments, Streamline web service annual payment, and a transfer from the CRFPD Local Government account to the District checking account. Polikoff moved that the Treasurer Report be accepted as presented by the Treasurer, Taylor second, and unanimously approved.
5. Fire Chief's report - Chief Janes reports that several fires that occurred in the District are still under investigation. The volunteer Fire Academy is wrapping up this week. Janes states fire protection will be improved in 2024 with the new staffing model and new recruits. 4 recruits completed the volunteer Fire Academy and are at Locke Station now. Station 3 is back in service again. Chief Janes briefly reviewed rural fire operations. Janes will probably bring a proposal to the Board at the start of 2024 to add an additional Lieutenant to Locke Station.
 - a. Incident reports – There were 66 calls for service within the District for the month of August, including 7 reported fires.
 - b. Fire Marshal's report – No report
 - c. Locke Fire Station/Lt's report – Staffing at Locke Station is back up to 12 RRVs. The Station was out of service for 10 hours since the last report.
 - d. Potential for replacement of Tender 146 – A proposal was submitted by CFD to the Board, noting that equipment prices have increased dramatically. There is a two year delay on tender production. The Chief will check into any cancellation penalty on a tender order, and any price reduction for payment at the time the order is placed as well as the retrofit cost for other CRFPD tenders to enable “run and pump” operation. The issue will be taken up again at the next Regular Meeting.
 - e. Evaluation of draft site issues at Sheep Research-Ponderosa Evac route – Chief Janes reports that the Oak Creek evacuation route has created a potential issue with fire equipment operations at the draft site; the Chief is in communication with Public Works and is optimistic the issues can be resolved.
 - f. ZoneHaven update/future briefing – This is covered under item 7a.

6. Correspondence

- a. Meeting notifications were sent via:
 - i. Emails sent to our distribution list
 - ii. Posted on CorvallisRFPD.Com
 - iii. <https://gazettetimes.com/events/>

7. New Business

- a. Draft IGA for ZoneHaven – Taylor expresses concern regarding District financial commitment to the program over \$3750, and questions the amount of contribution from other agencies. Hagler suggests incorporating into the proposed IGA. Polikoff would like District counsel to review the IGA before signing. Hagler will collate comments submitted by the Board by Monday, and she will forward to Eakins. Hagler asks Chief Janes whether Dave Busby (Emergency Planning Manager for CFD) can present a ZoneHaven overview to the Board in October. Hagler suggests holding a separate meeting for a presentation to the Board; Taylor will survey all for a workable time/date.
- b. Preferred method of posting Treasurer’s Reports and Minutes – There was discussion by the Board on optimizing public access to Board meeting info.
- c. Discussion: Strategic Planning/Focused Meeting – This issue will be tabled until the next Regular Meeting; Board members will work on ideas for this.
- d. Roof replacement – Polikoff reports that the roof at Locke Station is at the end of its useful life and should be replaced; the Board would like him to proceed with getting quotes. Polikoff will get quotes on a metal roof as well as composition.
- e. Proposal from RRVs for power tools – O’Donahue will investigate this proposal further.
- f. Proposal from RRVs for mattresses – Heidi will investigate mattress replacement at Locke Station further and will report back at the next Regular Meeting.

8. Old Business.

- a. Fireworks Policy for summer 2024 – Chief Janes reports this discussion will be postponed until the October Regular Meeting so that Leo Williamson (ODF) can attend. Williamson prefers presenting in person so the Board agrees to make the October Regular Meeting in person.
- b. Locke Generator replacement, Solar Panel installation – Polikoff reports on the construction schedule for generator replacement, and moves that the Board authorize the purchase of a 1000 gallon propane tank for the Locke replacement generator for an amount not to exceed \$8000; O’Donahue seconds, and the motion passes unanimously. The Locke Station open house date will not be moved from October 28th, but construction should not interfere with the event. Disposal of the existing

generator was recommended to be done through govdeals.com but needs an account established for the District; the Board consensed on Polikoff creating such an account.

- c. Network in a box update – Chief Janes reports that the purchase order is in process, and the items are being shipped.
- d. Board Policy Manual review update – Hagler received comments from the Board and sent these to Eakins (District Counsel) for review.
- e. Streamline website – Hagler reported on her work updating the website with pulldowns and FAQs
- f. Review Board Calendar & Locke Maintenance schedule – Board members will be touring the station and will check with Lt. Gurule about a September station inspection.

9. Other Matters

- a. Late agenda items – None were presented
- b. Set time and date of next meeting – This was set for October 25th at 7:00 PM at Locke Station (in person).
- c. There being no further business to conduct, the Regular Meeting was closed at 9:43 by the Vice-Chair.