

Minutes of CRFPD Regular Business Meeting

May 25, 2021

Attending Board Members: Bob Conder (Chair), Don Barton (Vice Chair), Phil Sollins (Treasurer), Alex Polikoff (Secretary), George Mears

Corvallis Fire Department (CFD) – Chief Kenneth McCarthy

1. There being a quorum present, the meeting was called to order at 7:00 PM by the Chair. Due to Covid pandemic restrictions, the meeting was held remotely via Zoom.
2. Introductions & public comments – Heidi Hagler requests the Board continue posting video recordings of the meetings to the District website, as well as continuing to provide a zoom option for public participation when in-person meetings resume. Tony O’Donahue, Sylvan Hoover and Tom Rejfir also attended.
3. The Regular Meeting was suspended and the Budget Hearing opened at 7:05 PM by the Chair.
 - a. Sollins presented the LB-1 as approved by the Budget Committee, but noted some discrepancy between some of the approved budget committee numbers and what was shown in the LB-1. Hagler also noted some difference in the numbers. Sollins suggests waiting till June to vote on budget after numbers are reconciled. Hagler points out where the discrepancy in numbers appears to originate. Sollins states he is uncomfortable with adopting the budget; he will reconcile the numbers and present again for adoption during the Regular Meeting in June.
4. At 7:35 PM the Budget Hearing concluded and the Regular Meeting was reconvened.
5. Minutes of last meeting – These were approved by unanimous consent as presented by the Secretary.
6. Treasurer’s report – Sollins presented the Profit & Loss, Checking Account, and State Pool account status. Sollins also reports that the tax turnover is running higher than last year so the contracted payment to the City is larger also.
 - a. Treasurer’s monthly report – Sollins notes that two larger payments towards the Fawnee Water Resource Project are reflected in the report.
7. Fire Chief’s report – Chief McCarthy reports that inspections will begin again as Covid restrictions loosen, aided by a new electronic program.
 - a. Incident reports – There were 3 fires responded to in the District. Approximately 2-5 calls per day regarding burn regulations/permits were attended to. Staff have been assisting residents who need help with filling out burn permits.
 - b. Fire Marshal’s report – Inspections are still on hold. There were two residential Wildland Urban Interface (WUI) evaluations made.
 - c. Locke Fire Station/Lt Kalenius’ report – For the month of April, the Station was out of service for 2 hours. Station #6 vehicles responded to calls for aid 55 times. The Station is currently staffed by 10 Rural Resident Volunteers (RRV).
8. Correspondence
 - a. Meeting notification was done via the Gazette-Times, the District website and through email.
9. New Business
 - a. Long term strategic planning – Conder reports that Sollins requested removal of this item from future agendas, but Conder states he will keep it on the agenda as a reminder to the Board. Sollins requests time with Dave Busby through the Chief; Chief McCarthy responds that Busby is preoccupied with evacuation drills lately.
 - b. When to return to in-person Board meetings – Conder suggests June, but would like to continue video recording. After a discussion of Covid concerns, Conder states the next Regular Meeting will be at Locke Station with possible zoom participation by any members uncomfortable with an in-person meeting.
10. Old Business
 - a. Streamline Web Hosting – Conder discusses new vendor possibility; Conder requests board approval for moving forward with retaining vendor. Conder moves to authorize himself to hire the vendor (with the concurrence of another board member); Barton seconds the motion, and it passes unanimously.
 - b. Tender Port-a-Tank status – The portable tank and the mounting rack for the tender have been ordered. Lt. Kalenius will coordinate the installation with the vendor and Benton County Shops.

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- c. Station walkthrough and January's update
 - i. Plan to upgrade Generator with solar – Polikoff reports bid for solar panels at Locke came in at \$50K for 25KW system with approximate 20 year payback. Polikoff also discussed topic of reliability of existing diesel backup generator versus replacing with a new unit using natural gas or diesel as well as fuel reserve to handle a Cascadia event. Conder stated backup generator should take precedence over solar installation for now; Polikoff reports he will be involved in Locke generator testing next month and will follow up then.
 - ii. Family Room Upgrades – Conder continuing to work with Lt. Kalenius and the RRVs on this project.
 - iii. Station floors – Selection of floor material has been made; Lt. Kalenius will coordinate the installation with the vendor.
- d. Water Resource in Oak Creek Area update – Barton provided an update on the excavation work, and the prep for concrete on the water tank installation. Polikoff mentions prevailing wage as a possible issue with the bids submitted; discussion then followed on whether it should impact the received bids. Barton states bids are very time critical; Conder reminds Barton that he has the authority to move forward with selecting the contractor. Barton also reports that Northstar has finished their surveying work.
- e. Review of Board Calendar for June
 - i. Scholarships – Checks will need to be prepared and distributed.
 - ii. Accept results of May Special Districts Election/Benton County and Linn County – Conder reports that Polikoff and O'Donahue were elected, but the results will not be official until mid-June.
 - iii. Adopt the Budget by resolution – This will be done at the June Regular Meeting.
11. CorvallisRFPD.com website updates – The site was updated with last month's Meeting video and the new agenda.
12. Other Matters
 - a. Set time and date of next meeting – This was set for June 22nd at 7:00 PM.
13. There being no further business to conduct, the Regular Meeting was closed at 8:55 PM by the Chair.