

Crooked River Ranch RFPD
6971 SW Shad Rd
Terrebonne, OR 97760

September 17, 2026

A Board Meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, September 17th, 2026, at 6:00 pm, at the Crooked River Ranch Fire District Fire Station, located at 6971 SW Shad Road Crooked River Ranch, Oregon.

Board Meeting Minutes

1. Called to Order by Director Cross at 6:00 PM.

1.1 Flag Salute – Director Palmer

1.2 Roll Call – Taken by Director Costigan and the following were in attendance: Directors Cross, Pahl, Costigan, and Palmer. Director Fletcher was excused. Also in attendance were Fire Chief, Sean Hartley, Administrative Assistant, Dana Schulke, Captain Alysha Delorto, and Deputy Fire Marshal, Dennis Senko. Members of the public were Vicki & Bill Burt, Randy Peterson, Mike Dries, and Kay Limbaugh. Michael Miller attended virtually via the Zoom platform.

2. Review of Agenda – Director Cross reviewed the agenda.

3. Approval of the minutes

3.1 Supplemental Budget Hearing & Board Meeting minutes from Thursday, August 20, 2026 – Director Pahl made a motion to approve the Supplemental Budget Hearing and Board Meeting minutes from August 20th as presented. Director Palmer seconded the motion. All were in favor by stating “Aye”; motion carried (4-0).

4. Financial Reports

4.1 Acknowledge receipt and approval of the financial reports for August 2026 – Chief Hartley presented the financial reports in Director Fletcher’s absence. He reported that everything reconciled as of August 31, 2026. He brought the Board’s attention to the one-time insurance payment made in August. Director Costigan recognized an increase in ambulance revenue. Director Pahl made a motion to approve the August 2026 financials as presented. Director Costigan seconded the motion. All were in favor by stating “Aye”; motion carried (4-0).

4.2 Appointment of Board members to sign checks for Monday, October 12th and Tuesday, October 27th, 2026 – Directors Cross and Costigan will sign on Monday, October 12th, and Directors Palmer and Pahl will sign on Tuesday, October 27th.

5. Unfinished Business –

5.1 Update on Sale of Surplus Apparatus– Chief Hartley reported that there has been no activity after the price reduction. He suggested that the price be reduced by \$5,000 each month through December. If no sale has been made by January, he recommended that the Board consider donating it to another agency. After some discussion, it was suggested by the Board to reduce the price by \$10,000 for one month, then consider donating it. There was no further discussion.

6. New Business –

6.1 Discussion on Fire Chief's evaluation and who will Chair the process – Director Cross noted that someone is needed to Chair the evaluation process. Director Costigan volunteered to serve as the Chair, and Director Fletcher was nominated to co-chair.

6.2 Updated Public Official Ethics Policy – Chief Hartley reported that recent policy updates revealed the need to create a new Ethics Policy, and the draft contained in the Board packet was reviewed. It will replace Board Policy Section 13. Director Palmer made a motion to adopt the new Board Policy for Public Official Ethics as presented. Director Costigan seconded the motion. All were in favor by stating "Aye"; motion carried (4-0).

6.3 Discussion of Workshop Agenda – Director Pahl asked for suggestions for agenda items for the workshop on October 13th at 6 PM. Chief Hartley presented a draft of a tentative agenda which included the following: discussions on financial policy to update new approval process for Bill Pay; a personnel levy; and Board positions that will be up for election in 2027. Director Pahl suggested adding discussion about the Chief's evaluation process. It was also recommended that discussion be added regarding station renovations that might be needed to accommodate a second firefighter/paramedic, as well as other Capital items for the future.

7. Fire Chief's Report – Chief Hartley's report was in the Board packet, which he summarized. He further reported that 266 people attended the Pancake Breakfast, and he thanked the helpers.

8. CERT Report – Chief Hartley presented the CERT report in Linda Kay Widmer's absence. CERT had one activation for directing traffic around a power pole fire. They will help with traffic control at the drive-through flu shot clinic at the station on October 22nd.

9. Comment/Questions –

9.1 Public input on the current agenda topics – There was none.

9.2 Public input on future agenda topics – Director Pahl suggested adding a financial review of the audit to the workshop agenda. Chief Hartley will invite one of the auditors to the October Board meeting.

10. Correspondence/Recognitions/Good of the Order – There was none.

11. Adjournment – Director Cross adjourned the meeting at 6:34 PM.

Respectfully submitted,

Dana Schulke, Administrative Assistant