

Crooked River Ranch RFPD

6971 SW Shad Rd

Terrebonne, OR 97760

May 21, 2026

A Board Meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, May 21, 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. Roll Call- Taken by Director Pahl and the following were in attendance: Directors Palmer, Cross, Pahl, Costigan, and Fletcher. Also in attendance were Fire Chief Sean Hartley and Captain Alysha Delorto. Administrative Assistant Dana Schulke was excused. Members of the public were Mike Dries, Kay Norberg, Darren Squier, Bill and Vicki Burt, Robin Huber, Mark Galbrath and Kay Limbaugh. There was an unidentified person attending virtually via the Zoom platform.

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

3. Approval of the minutes –

3.1 Board Meeting minutes from Thursday, April 16, 2026 – Director Cross made a motion to approve meeting minutes from April 16th as presented. Director Fletcher seconded the motion. All were in favor by stating “Aye”; motion carried (5-0).

4. Acknowledge receipt and approval of the financial reports for April 2026 – Director Costigan reported that everything balanced as of April 30, 2026. Director Pahl made a motion to approve the April 2026 financials as presented. Director Fletcher seconded the motion. All were in favor by stating “Aye”; motion carried (5-0).

4.1 Appointment of Board members to sign checks for Wednesday, June 10th and Thursday June 25th, 2026 – Directors Palmer and Cross will sign on Wednesday, June 10th, and Directors Pahl and Fletcher will sign on Thursday, June 25th.

5. Unfinished Business –

5.1 Sale of Surplus Apparatus, old 521 – Chief Hartley reported that there has been no decision from the Tribal Council to date, and he requested a response by June 1st.

5.2 Discussion of Chief's Salary Range – Director Pahl explained that the salary range has not been reviewed or adjusted for several years, and any change requires a 90-day notice. SDAO Legal would need to advise regarding a waiver of that notice, so this issue will be placed on the agenda for June meeting.

6. New Business –

6.1 Discussion of Ordinance for fees and schedule date for 1st public hearing – Chief Hartley reported that the Ordinance for Cost Recovery Fees was finalized with the attorney, and a draft was in the Board packets. There had been a question on the reference to search & rescue on public lands, but after legal research ORS 404.270 was removed from the ordinance. After discussing Appendix A, Rate & Fee Schedule, Chief Hartley explained that the appendix can be amended by a resolution. Two public hearings at least six days apart are required before approval of the Ordinance, and it was suggested to hold the first one before the June Board meeting and the second one before the July meeting. Then it will be voted on at the July Board meeting. It would then take effect 30 days after approval, which will be in mid-August. Discussion ensued between the Board Directors in regard to the time frame and if any issues arise during this time. We could possibly start the new fees in September.

6.2 Resolution 2026-04, financial requirement to set definition of 'significant variance' – Chief Hartley explained that there are new Governmental Accounting Standards Board rules, one of which was the requirement to explain significant variances between original budget and the final budget. Their recommendation is to adopt a resolution defining what the significant variance would be. Director Pahl made a motion to approve Resolution 2026-04, establishing 10% as the District's definition of significant variance for budgetary reporting, effective immediately. Director Costigan seconded the motion. All were in favor by stating "Aye"; motion carried (5-0).

6.3 Collective Bargaining Unit Agreement draft for 2026-2028 – Chief Hartley reported that a tentative agreement has been reached on all items, except for language regarding the Paid Leave Oregon questions, which will be submitted via Memo of Understanding to the Union. There are some legalities involved with Paid Leave Oregon and Paid Time Off which need to be finalized. Director Costigan made a motion to approve the Collective Bargaining Agreement on behalf of the District. Director Fletcher seconded the motion. All were in favor by stating "Aye"; motion carried (5-0).

7. Fire Chief's Report – Chief Hartley's report was in the Board packet. He noted that the District was awarded the OSFM Wildland Fire Season Staffing Grant, and there are

discussions underway regarding additional dorm space to accommodate extra personnel.

- 8. CERT Report** – Darren Squier reported that there had been one CERT call-out for a motor vehicle accident. May training was an evacuation drill with Sgt. Skidgel. The next training will be with CRR Road Department personnel to review and access supplies needed for traffic control.

9. Comment/Questions –

9.1 Public input on the current agenda topics – A member of the public asked if there were plans to expand the building. Chief Hartley responded that the current station bond will be paid off in the 2032-2033 fiscal year, so the planning involves short-term solutions within the current footprint.

9.2 Public input on future agenda topics – There was none.

- 10. Correspondence/Recognitions/Good of the Order** – Chief Hartley noted that the wildland pumper has been repaired and is back in service.

- 11. Adjournment** – Director Palmer adjourned the meeting at 6:55 PM.

Respectfully submitted,

Dana Schulke, Administrative Assistant