



NEIGHBORS HELPING NEIGHBORS SINCE 1888

SCIO FIRE DISTRICT

P.O. Box 1 Scio, OR 97374 * 503-394-3000

BOARD OF DIRECTORS MEETING MINUTES April 21st, 2026

The Board of Directors of the Scio Fire District met at St. 91 located at 38975 SW Sixth Avenue, Scio Oregon.

Board of Directors:

- Paul Dykast, President
- Katrina Clouse
- Rob Zurfluh
- Chad Weaver
- Tonya Fagan

OTHERS IN ATTENDANCE:

Fire Chief Kyle White

CALL TO ORDER: The meeting called to order at 7:00 pm by President Paul Dykast.

ATTENDANCE: Roll called. Quorum established.

FLAG SALUTE: Flag Salute led by President Paul Dykast.

CONSENT AGENDA: Clouse moved to accept consent agenda which consisted of minutes of March, payment of bills, check review, and 2025-26 expenditure sheet. Weaver seconded the motion. Motion carried (Yes – Dykast, Clouse, Fagan, Zurfluh, Weaver)

ADDITIONS OR DELETIONS TO THE AGENDA/ APPROVAL OF AGENDA: Chief White would like to add:

- 1) Moving “public comment”
- 2) Preauthorizing amount to spend on replacement engine

Clouse moved to accept the agenda. Weaver seconded the motion. Motion carried (Yes – Dykast, Fagan, Clouse, Zurfluh, Weaver)

INTRODUCTION OF GUESTS: None

CORRESPONDENCE: Chief White shared a picture taken during the volunteer firefighter’s association’s Easter Egg Hunt at the High School showing the chief, Sparky the Fire Dog, and the Easter bunny standing with a toddler that survived a cardiac arrest thanks to efforts by the fire district, paramedics, Santiam Hospital, and Dorenbecker’s Hospital in Portland.

STAFF REPORTS:

Chief White – 1) We have received 95.8% of the taxes we expect to receive this year. 2) This Friday we will be installing smoke detectors #115-#120. 3) We have 1 volunteer still going through the onboarding process. 4) Last night we started wildland refresher training and have been prepping for a busy wildfire season. 5) 2 of our firefighters have successfully completed the Santiam Firefighter's Academy and we will recognize them with a badge pinning ceremony at the next board meeting. 6) At the next board meeting we will hand out Chief's evaluations and will do the evaluation at the June board meeting. 7) A reminder that we will have our annual budget meeting one hour prior to our next board meeting. 8) We completed pump testing a couple weeks ago on the engines and tenders and all but Tender 92 failed. E91, E92, and T91 failed the vacuum tests. E94 failed the vacuum test, couldn't be set to the correct RPM because of badly vibrating tachometers, and every time the rig was shut off, required a jump to restart. Because of the board's desire to replace E94, the chief doesn't plan on repairing it.

Administrative Assistant – 1) Amy talked about the budget process as it relates to next month's budget meeting, timeline, etc. 2) Amy talked about a pizza party donation the district made to SCIO CARES.

Volunteer Association – 1) No representative present. Chief White stated that the volunteer association held their Easter Egg Hunt earlier in the month and estimate that they had 225 children show up.

OLD BUSINESS:

District Priorities – Chief White presented the finalized version of district priorities. All board members agreed that the priorities as listed were consistent with the votes that were made during the workshop held in March.

Bond Amount – Chief White presented a packet of information to the board members regarding a potential bond in 2031. According to SDAO's Advisory Services representative, if the district were to seek a bond in 2031 for the purposes of replacing Station 92, buying fire apparatus, or replacing SCBAs, and keeping the millage rate the same as it currently is for the Station 91 bond, and assuming a consistent 3% increase in property values, the amount available to the district would be \$4,000,000. President Dykast stated that the district would revisit this topic in the future with additional planning workshops.

NEW BUSINESS:

Upstaffing Proposal – Chief White proposed a change to the current Upstaffing model which would require the district to use general funds to supplement the OSFM Upstaffing Grant. His proposal is to reduce the number of hours worked per day from 10 to 8. The district would begin upstaffing on June 1st with 1 on duty person. On July 1st, a second on-duty person would be added. The district would run with 2 people on duty for the months of July, August, and September. On October 1st, the district would drop back to 1 person on duty. This single-person staffing would continue until October 31st. The previous plan consisted of 85 upstaffing days. The new plan would add 67 upstaffing days. The cost is a little variable but would be between \$5200 and \$5800. The district would continue to hire volunteers to staff the shifts.

Clouse moved to approve the Upstaffing Change proposal. Fagan seconded the motion. Motion carried (Yes – Dykast, Fagan, Clouse, Zurfluh, Weaver)

Maintenance Technician Proposal – Chief White proposed that the district hire an individual to perform maintenance 8 hours per week during the weeks of the year that we don't have wildland upstaffing people on duty. The cost would be around \$5200 per year. The desire would be to hire a volunteer who could drive the fire trucks to the fuel station, take them on test drives, etc.

Weaver moved to approve the proposal for a Maintenance Technician. Fagan seconded the motion. Motion carried (Yes – Dykast, Fagan, Clouse, Zurfluh, Weaver)

Review Administrative Assistant Contract – Amy's contract with the district expires June 30th and she is looking to extend her contract and is asking for a raise. Chief presented the board with her last 2 contracts. She stated that she is looking for a 3% raise to keep up with the cost of living. Fagan asked about the previous contract which included a 5% raise. Chief White explained that when she was hired, she was paid a low rate because she was new to the administrative assistant job. Having proved herself as competent, the district increased her pay rate by 5%, which brought her up on par with other administrative assistants.

Weaver moved to extend Amy's contract for 1 year and include a 3% raise. Clouse seconded the motion. Motion carried (Yes – Dykast, Fagan, Clouse, Zurfluh, Weaver)

Moving Public Comment – Chief White proposed the district move public comment to the beginning of the board meeting. He stated that when he started in June of 2023, public comment was held at the beginning of the board meeting. At some point in the past, the board decided to move public comment to the end of the meeting. Chief White's point is that with the current process, a new topic can be introduced, deliberated by the board, and voted on by the board without ever hearing public comment on the subject. The board asked public members who were at the meeting what their thoughts were. Karen Borchard, representing the Lamb and Wool Fair Board, stated that their public comment is at the beginning of the meeting. Sue Ellis asked where agendas are located. Chief White stated that they are posted at each fire station and at the post office in Scio and the post office in Crabtree. Clouse and Ellis gave historical accounts as the reason for the original move.

Fagan moved to hold public comment after the flag salute. Weaver seconded the motion. Motion carried (Yes – Dykast, Fagan, Clouse, Zurfluh, Weaver)

Used Fire Engine Preauthorization – The board has previously expressed their interest in replacing Engine 94 with a used but much newer fire engine. Chief White has been looking for a replacement fire engine and would like the board to preauthorize an amount that he can spend. He stated that for FY 25/26, the budget committee approved a maximum of \$100,000 for Capital Outlay from the Equipment Reserve account. This would be the maximum that can be withdrawn from that account without reconvening the budget committee and changing the authorization. Chief White's proposal is that the board preauthorize him to spend up to \$100,000 for a replacement engine and when the district passes their budget for FY 26/27, we can revisit the subject and consider raising the amount.

Weaver moved to authorize Chief White to spend up to \$100,000 for a used fire engine. Fagan seconded the motion. Motion carried (Yes – Dykast, Fagan, Clouse, Zurfluh, Weaver)

PUBLIC COMMENT: Karen Borchard on behalf of the Lamb and Wool Fair Board, thanked the district for the use of the community room, asked if there would be an extrication demonstration (Chief White said yes), and asked if the fire chief would judge the best flame vehicle during the car show (Chief White said he would). She stated that the county is requiring them to post flaggers at the road closed signs on Main Street and is looking for flagging-qualified volunteers. She asked if the fire district's booth could also serve as a passport stamp stand. She stated that they are looking for volunteers to staff the children's play area in the pavilion. She stated that during the Saturday market, they are looking to put a fire engine on display during one of the events.

Sioux Ellis asked if the district sells Engine 94, where the money will go. Chief White stated it will likely go back into the Equipment Reserve account, but that decision will need to be made by the board.

AGENDA SUGGESTIONS: We will hand out chief's evaluation forms and have a badge pinning ceremony for the 2 volunteers who recently graduated from the academy.

GOOD OF THE ORDER & BOARD COMMENTS:


NEXT MEETING: Board Meeting on May 19th, 2026, 7 p.m. Station 91 – 38975 SW 6th Avenue, Scio OR

ADJOURNMENT: **Dykast adjourned the meeting.** Meeting adjourned at 7:36 PM

Submitted by:



Kyle White, Fire Chief



Katrija Clouse, secretary/treasurer
BARRY C. WEAVER
Vice president