

**Stayton Fire District
Regular Board of Directors Meeting**

November 10, 2025

Conference Room

1988 W. Ida St. Stayton

FLAG SALUTE

PRESIDENT CALLED THE MEETING TO ORDER

6:00 PM

ROLL CALL AND INTRODUCTIONS:

BOARD: ☒ President Russ Strohmeier
 ☒ Vice President Ken Rich
 ☒ Secretary Tom Etzel
 ☒ Director Eric Fery
 ☐ Director Mike Odenthal

OTHERS: ☒ Chief Jay Alley ☒ Lt Cross
 ☒ Office Specialist Julia Budlong ☒ FF Lundervold
 ☒ AC Doug Kintz ☒ FF Tegen
 ☒ Recruit/Retention Ryan Hill

MINUTES: Moved by Director Fery, seconded by Director Etzel, to approve the minutes from the October 13, 2025 regular meeting. Motion carried unanimously. 4-0

PUBLIC COMMENTS: None

BUSINESS ITEMS:

- A. Maintenance Position Update:** The duties remain the same, the biggest change is the to remove the EMT requirement. Moved by Director Etzel, seconded by Director Rich, to approve the updates made in the Maintenance Job Description. Motion carried unanimously. 4-0
- B. ACH for Tender Lease:** Moved by Director Fery, seconded by Director Etzel, to approve ACH payments for the Tender lease. Motion carried unanimously. 4-0
- C. SCTC Easement:** SCTC is looking for our approval for an easement to run fiber down to the Waste Water Facility. The issue is that there is no room to run it down the west side due to sewer and water lines. We would need to find out if this is a utility easement and whether it would registered with the County. Moved by Director Etzel, seconded by Director Fery, to approve the SCTC Easement with Chief follow-up on easement details. Motion carried unanimously. 4-0

- D. Employee Evaluation:** An evaluation for AC Doug Kintz was conducted. Doug has been with the district for sixteen (16) years of full-time employment and three (3) years in the position of Assistant Chief/Operations.

Based on the outstanding evaluation Doug received for his three (3) year review, it is recommended that Doug be moved to step five of the AC salary range of 7,462.63 per month; 89551.51 annually and that it is effective November 1, 2025. Moved by Director Etzel, seconded by Director Rich, to approve the step increase for AC Doug Kintz effective November 1st, 2025. Motion carried unanimously. 4-0

- E. Accounts Payable:** Moved by Director Fery, seconded by Director Etzel, to pay the bills including the additions. Motion carried unanimously. 4-0

DIRECTOR'S REPORTS:

- **Director Strohmeyer-**Would like to confirm who the Chairman is for the Santa Cruise-Steve Orr.

CHIEF'S REPORT:

- Next month we will be presenting some information in regards to the Levy.
- We had a house fire Sunday morning and due to quick response, there was minimal damage.

ASST CHIEF REPORT:

- We've onboarded two new Volunteer Firefighters and one Support Member. We have two interest cards pending.
- Halloween event went well with a large turnout.
- Laura, Ryan, and I have been working on website updates.
- We completed an After-Action Review for the Wind/Natural Gas event and everyone did a great job responding and assisting.
- Thank you for the support and Step Increase.

GOOD OF THE ORDER:

- Chief Alley introduced new Recruit/Retention/Marketing Coordinator, Ryan Hill. Board Directors welcomed him to the district.
- Christmas Dinner will take place on December 4th. Bill Klein will be catering the dinner.

ADJOURNMENT: The regular meeting adjourned at 6:26 pm

NEXT MEETING:

December 8, 2025 regular board meeting, 6:00 pm

Date

Board Secretary