



CIVIL SERVICE COMMISSION SILVERTON FIRE DISTRICT

AGENDA

Regular Meeting

October 8, 2026

10:00 a.m.

*Main Station, Silverton Fire District
819 Railway Ave, Silverton, 97381*

**RANDAL THOMAS
CHAIRMAN**

**STEVEN DYE
COMMISSIONER**

**ERIC REIF
COMMISSIONER**

To Join Zoom Meeting:

<https://us02web.zoom.us/j/85410105908?pwd=Yjk2UU82SVV5Uko2MWHMTJpZ29NZz09>

Meeting ID: 854 1010 5908

Passcode: 648638

- I. CALL TO ORDER & ROLL CALL**
- II. PUBLIC COMMENT**
- III. APPROVAL OF AGENDA**
- IV. APPROVAL OF CIVIL SERVICE MINUTES**
- V. FIRE CHIEF REPORT**
- VI. CHIEF EXAMINER REPORT**
- VII. SCHEDULE FUTURE MEETING**
- VIII. ADJOURN**

**KEITH SMITH
CHIEF EXAMINER**

**CANDACE CANTU
CIVIL SERVICE
SECRETARY**

**BILL MILES
FIRE CHIEF**

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CIVIL SERVICE COMMISSION

MINUTES

DRAFTED FOR APPROVAL, SUBJECT TO CHANGE AND OR CORRECTION

Silverton Fire District

10:00 A.M. July 9, 2026

Station #1 (Silverton)

I. ROLL CALL:

Randal Thomas, Chairman
Eric Reif, Commissioner
Steven Dye, Commissioner

All commissioners were present. No participants attended via Zoom.

IN ATTENDANCE:

Chief Miles, Civil Service (CS) Secretary Cantu, Chief Examiner (CE) Smith

CALL TO ORDER:

The meeting was called to order at 10:00 a.m. by Chairman Thomas.

II. PUBLIC COMMENT:

No public comments were received in person or online.

III. APPROVAL OF AGENDA:

Chairman Thomas called for a motion to approve the Civil Service Agenda. Commissioner Reif made a motion to approve the agenda as presented. Commissioner Dye seconded the motion. The motion passed unanimously.

(Chairman Thomas: Aye, Commissioner Dye: Aye, Commissioner Reif: Aye)

IV. APPROVAL OF MINUTES:

Chairman Thomas called for a motion to approve the Civil Service Minutes. Commissioner Reif made a motion to approve the minutes as presented. Commissioner Dye seconded the motion. The motion passed unanimously.

(Chairman Thomas: Abstained, Commissioner Dye: Aye, Commissioner Reif: Aye)

V. FIRE CHIEF REPORT:

Chief Miles reported that Matt Guenther was hired to fill the vacant FF/EMT position following interviews with the top three candidates. Mr. Guenther began employment on June 1st and has been transitioning into his role, including responsibilities related to public education and community events.

Chief Miles also provided an update regarding questions previously referred to legal counsel for clarification of the Civil Service Rules. Counsel advised that the Commission is not required to hold meetings every 90 days if there is no business to conduct. Additionally, counsel reviewed language referencing the applicability

of certain Oregon Revised Statutes 242.702 – 242.824 and advised that the existing language should remain in the rules as written, as it continues to serve a necessary purpose.

Commissioner Reif explained that retaining the language referencing the applicable Oregon Revised Statutes is beneficial because it clarifies that the Commission's Civil Service Rules substantially comply with the general purposes of state law while operating under its own established rules. He noted that this provision helps prevent challenges based on individual statutory provisions by making clear that the Commission is not required to mirror every statute exactly, provided the rules substantially accomplish the intent of the law. Commissioner Reif agreed with legal counsel's recommendation to retain the language in the rules.

Chief Miles reported that the Board unanimously approved Commissioner Dye's reappointment to serve a 4-year term on the Civil Service Commission.

Chief Miles reported that the District's budget was successfully adopted and all required filings were completed with the Oregon Department of Revenue and both Marion and Clackamas counties. He noted that increasing operational costs, including fuel and significant vehicle maintenance expenses, continue to place pressure on the budget. Due to higher-than-anticipated maintenance costs, some repairs were deferred to the current fiscal year's budget to help manage expenditures.

Chief Miles reported that Office Administrator Cantu is in the process of preparing for the District's annual audit. Chief Miles noted that the District's adopted budget and all related public budget documents, including committee minutes, hearing minutes, and resolutions, are available on the District's website. Chief Miles also shared that preliminary, unaudited ending fund balances exceeded budget projections, reflecting a positive financial outcome for the fiscal year.

Chairman Thomas commended the Fire District and Deputy Chief for their successful participation in the Pet Parade, expressing appreciation for their efforts in traffic control, staging, and supporting the event.

VI. CHIEF EXAMINER REPORT:

Chief Examiner Smith reported that there is no significant new business to discuss. He noted that the eligibility list had been updated and is now active for its established term. No questions were raised by the Commission.

VII. CIVIL SERVICE RULES

This discussion was covered under Chief's Report.

VIII. SCHEDULE FUTURE MEETING:

The next meeting will be on October 8, 2026 at 10:00 a.m.

X. ADJOURNMENT:

With no further business to come before the Commission, the meeting was adjourned at 10:30 a.m.

Approved this _____ day of _____, 2026.

Chairman

Silverton Fire District

Civil Service Commission Report

Submitted by: Keith Smith, Chief Examiner

October 2, 2026

Current Projects:

- September 29: Discussion and research regarding the process for temporary labor.
- October 2: Reviewed SFD Quarterly Payroll report. No action necessary.

Meetings/Activities:

- Civil Service Commission Meeting – 7/9/26