

MIST-BIRKENFELD RURAL FIRE PROTECTION DISTRICT
12525 Hwy 202, Mist, OR 97016
(503) 755-2710 or FAX (503) 755-2556

Board Meeting Minutes
January 21, 2026

Board Members Present:

Pamela Owen (President), Larry Boxman (Vice-President), Rene Armstrong (Secretary)

Staff Present:

Fire Chief Joe Kaczenski, Training Division Chief Will Steinweg, Jesika Kaczenski (Via Zoom), Director of Administrative Services Marianne Berg, Administrative Resource Specialist Ann Berg, Volunteer Assistant Chief Mary Lou Busch

Others Present:

-Barbara Smith

A. Flag Salute

-The meeting was called to order at 19:00 hours by President Pamela Owen with the flag salute.

B. Additions to Agenda

-Sally Jones Columbia 911 Statement, New Business

-2026-2 Resolution: Columbia 911 Communications Resolution, New Business

-Director of Emergency Services 2025 Year-End Report, G.: Director of Emergency Services Report

C. Public Comment

-None

D. Board Minutes

-The December 16, 2025 Board Meeting Minutes were reviewed by the Board.

A motion was made by Director Larry Boxman to approve the December 16, 2025 board minutes as presented. Director Rene Armstrong seconded the motion. Directors Pamela Owen, Larry Boxman and Rene Armstrong gave a yes vote. The motion carries.

E. Monthly Expenditures

-The Board had discussion regarding questions and answers with the Fire Chief and staff in reference to the monthly expenditure reports presented.

A motion was made by Director Rene Armstrong to approve the December 2025 Expenditures Reports as presented. Director Larry Boxman seconded the motion. Directors Pamela Owen, Larry Boxman and Rene Armstrong gave a yes vote. The motion carries.

F. Fire Chief's Report

-Chief Joe Kaczenski presented the December 2025 Chief's Report to the Board. See copy of Fire Chief's Report in the January 2026 Board Packet.

G. Director of Emergency Services Report

-Director of Emergency Services, Jesika Kaczenski, gave a 2025 annual report. See copy of this report in the January 2026 Board Packet.

H. Volunteer Association

-Chief Joe Kaczenski informed the Board that the Columbia County Volunteer Association met at Sauvie Island on January 12th. Two MBRFPD volunteers attended the meeting. The next MB Volunteer Association meeting is scheduled for January 23rd.

I. Unfinished Business

-Training Division Chief Will Steinweg said there was no FEPP update.

-Chief Kaczenski is waiting to hear back from the engineering firm regarding the bunk room blue prints.

-No progress has been made on the Main Station and Peterson Station lighting.

-The tow truck driver's tow truck is still broken down so has not picked up the junk cars yet.

J. Policies

- None

K. Correspondence

-None

L. Committee Reports

-A Workplace Health and Safety Committee (WHaSC) update was given by Fire Chief Joe Kaczenski.

- No incidents, injuries, or events were reported.
- Station inspections are scheduled for January and still ongoing.
- The next WHaSC meeting will be held on February 10th @ 9 a.m.

-No report from the Community Assessment Task Force.

M. New Business

-Chief Kaczenski presented Resolution 2026-1, Limit Liability for Public Use Trails or Structures in Public Easements & Unimproved Rights-of-Way. See copy of resolution in the January Board Packet.

A motion was made by Director Larry Boxman to approve Resolution 2026-1, Limit Liability for Public Use Trails or Structures in Public Easements & Unimproved Rights-of-Way. Director Rene Armstrong seconded the motion. Directors Pamela Owen, Larry Boxman and Rene Armstrong gave a yes vote. The motion carries.

-Chief Kaczenski read a statement regarding the May 19 option levy from Sally Jones, a Columbia 911 Communications board member from 1990-2010. A copy of the statement can be found in the January Board Packet.

-Chief Kaczenski presented Resolution 2026-2, Columbia 911 Communications Resolution, to the Board. See copy of resolution in the January Board Packet.

It is the consensus of the Board to not decide on Resolution 2026-2 until the February Board Meeting.

M. Board Member Comments

-None to report

N. Good of the Order

-Chief Kaczinski reminded the Board of the Board Retreat on February 21st.

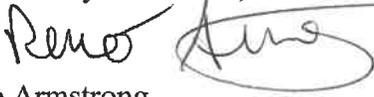
-Chief Kaczinski informed the Board that Nicholas Berg will be honored at the National Fallen Firefighter Memorial in Emmitsburg, Maryland the first weekend of May.

-Chief Steinweg told the Board that an EMR Class will be held at both the Vernonia and Jewell Schools.

Meeting Adjourned:

A motion was made by Director Rene Armstrong to adjourn the meeting at 20:04. Director Larry Boxman seconded the motion. Directors Pamela Owen, Larry Boxman, and Rene Armstrong gave a yes vote. The motion carried.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Rene Armstrong", with a long horizontal flourish extending to the right.

Rene Armstrong
Secretary
MCB