

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

Board Meeting Minutes
May 19, 2026

Board Members Present:

Pamela Owen (President), Larry Boxman (Vice-President), Rene Armstrong (Secretary), Paul Ramsey (Personnel Representative)

Staff Present:

Fire Chief Joe Kaczinski, Training Division Chief Will Steinweg, Director of Administrative Services Marianne Berg, Administrative Resource Specialist Ann Berg

Others Present:

-Barbara Smith, Lindsay Nokovic, Steve Weller, Elijah Marchant (via Zoom)

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

-None

C. Public Comment

-None

D. Board Minutes

-The April 21, 2026 Board Meeting Minutes were reviewed by the Board.

An amendment to the minutes was made to the following:

Pg. 3, Good of the Order: 4th section regarding "Emmitsburg". Uncapitalize the word "Past" that is before "Vernonia RFPD Fire Chief Dean Smith".

A motion was made by Director Paul Ramsey to approve the April 21, 2026 board minutes as amended. Director Larry Boxman seconded the motion. Directors Pamela Owen, Paul Ramsey, Larry Boxman and Rene Armstrong gave a yes vote. The motion carries.

E. Monthly Expenditures

-The Board discussed the monthly expenditure reports with the Fire Chief and staff and addressed related questions.

A motion was made by Director Rene Armstrong to approve the April 2026 Expenditures Reports as presented. Director Paul Ramsey seconded the motion. Directors Pamela Owen, Paul Ramsey, Larry Boxman and Rene Armstrong gave a yes vote. The motion carries.

F. Fire Chief's Report

- Chief Joe Kaczinski presented the Chief's April 2026 Report to the Board. The Fire Chief's Report can be found in the May 2026 Board Packet.

G. Volunteer Association

- Volunteer Association President, Lindsay Nokovic informed the Board that the Volunteer Association will be assisting with the Columbia County Fire Districts booth at the Columbia County Fair from July 14th through the 18th. Ms. Nokovic invited board members to volunteer their time to help run the booth.

-Chief Kaczinski noted the Volunteer Association conducted a business meeting at the last 5th Wednesday event, on April 29th.

H. Unfinished Business

- No update on FEPP
- No movement on the Bunk Rooms
- No update on the junk car removal

I. Policies

- Policy 6510, PSAP, was presented to the Board with updates.

A motion was made by Director Rene Armstrong to approve updated Policy 6510, PSAP. Director Larry Boxman seconded the motion. Directors Pamela Owen, Paul Ramsey, Larry Boxman and Rene Armstrong gave a yes vote. The motion carries.

- Policy 3920, Personnel Cell Phone Stipend, was presented to the Board.

The consensus of the Board is to table this policy until it is reviewed by an SDAO representative.

J. Correspondence

-Columbia 911 sent a Thank You card for their appreciation of the MBRFPD gift given to them during dispatcher appreciation week.

-The U.S. Fire Administration, National Fire Academy Superintendent sent a card and patch to Chief Kaczinski, after they visited together in Emmitsburg. The superintendent and Chief Kaczinski used to volunteer together in the early '90s.

K. Committee Reports

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

- No incidents, injuries, or events were reported
- Quarterly station inspections for April have been completed
- Bylaw amendments were approved
- Event investigation form amendments were approved
- The next WHaSC meeting will be held on June 9th @ 9 a.m.

L. New Business

-Resolution 2026-2027 B, Adopting the FY 26/27 Budget and Imposing the Constitutional Tax Rate was presented to the Board

A motion was made by Director Rene Armstrong to approve Resolution 2026-2027 B, Adopting the FY 26/27 Budget, as presented. Director Paul Ramsey seconded the motion. Directors Pamela Owen, Paul Ramsey, Larry Boxman and Rene Armstrong gave a yes vote. The motion carries.

A motion was made by Director Paul Ramsey to impose the constitutional tax rate of \$2.0875 per \$1,000. Director Larry Boxman seconded the motion. Directors Pamela Owen, Paul Ramsey, Larry Boxman and Rene Armstrong gave a yes vote. The motion carries.

-Chief Kaczinski and Director Pamela Owen spoke to the Board about a Columbia County Fire Districts collaboration/cooperation. The Columbia County Fire Districts would like to identify areas where they can combine efforts to save money. Examples of that would include a county-wide Fire Marshal, training, policy management, a unified Public Education Campaign, supporting each other's levies, programs, commitments, and coordinating simultaneous public statements on social media.

The consensus of the Board is to empower Chief Kaczinski to pursue a Columbia County Fire Districts collaboration/cooperation.

M. Board Member Comments

- Director Larry Boxman asked if there were any updates regarding the youth camp. Chief Kaczinski responded that the camp is moving forward and Columbia County is currently in an appeal process. Chief Kaczinski has written a MBRFPD "Expectations Process" and submitted it to Columbia County. MBRFPD has a final sign-off for the youth camp and if they do not meet Fire District expectations, the Fire District will not sign the final paperwork.

-Director Larry Boxman asked if there were any updates on the Columbia 911 tax. Chief Kaczinski had no updates at this time.

N. Good of the Order

- Chief Kaczinski informed everyone that there will be a MBRFPD Farmers/Saturday Market on July 18th. In order to move forward, the Fire District will need at least five interested vendors.

-Chief Kaczinski informed everyone that the Berg family and himself attended the National Fallen Firefighters Memorial in Emmitsburg, Maryland on May 2nd and 3rd on behalf of Nicholas Berg. A video of the ceremony can be found at firehero.org.

-Chief Kaczinski attended the Oregon Fire Chiefs Conference. There were two and a half days of presentations, including:

- Building and Sustaining a Culture of Excellence
- Mentoring and Leading Today's Firefighters
- UAS Applications Opportunities
- Redesigned Chief's Toolbox
- Medical Exams and Cancer Screening
- Awards Ceremony
- HB 3940 – Taxing Changes
- Taking Care of Your People (PTSD & PTG)

- Chief Steinweg presented to the Board, the MBRFPD Training Needs Assessment.

Meeting Adjourned:

A motion was made by Director Larry Boxman to adjourn the meeting at 19:55. Director Rene Armstrong seconded the motion. Directors Pamela Owen, Larry Boxman, Paul Ramsey and Rene Armstrong gave a yes vote. The motion carried.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read "Rene Armstrong", written over the printed name.

Rene Armstrong
Secretary
MCB