

MIST-BIRKENFELD RURAL FIRE PROTECTION DISTRICT

**12525 Hwy 202, Mist, OR 97016
(503) 755-2710 or FAX (503) 755-2556**

Board Meeting Minutes
February 17, 2026

Board Members Present:

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

Staff Present:

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

Others Present:

-Barbara Smith, Nate Wallace-Keeney, Nathaniel Rodriguez

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

-Surplus Equipment Reserves, New Business

C. Public Comment

-None

D. Board Minutes

-The January 20, 2026 Board Meeting Minutes were reviewed by the Board.

A motion was made by Director Larry Boxman to approve the January 20, 2026 board minutes as presented. Director Paul Ramsey seconded the motion. Directors Pamela Owen, Dianna Keeney, Paul Ramsey, 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.

-The Board asks Chief Kaczenski to contact Dish Satellite Network for a more affordable package.

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

F. Fire Chief's Report

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

G. Volunteer Association

-Chief Joe Kaczinski reported that the Volunteer Association met on January 23rd and chose a new LOSAP Committee member. To boost attendance, meetings will now be held before "5th Wednesday Eats".

H. Unfinished Business

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

-Chief Kaczinski is waiting to hear back from the engineering firm regarding drawings. He was told that he should hear from them this week.

-The Main Station lighting has been repaired. The Peterson Station outside lighting has been ordered.

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

I. Policies

- Policy 2210, Child/Elder Care, was presented to the Board.

A motion was made by Director Rene Armstrong to approve Policy 2210, Child/Elder Care as presented. Director Paul Ramsey seconded the motion. Directors Pamela Owen, Dianna Keeney, Paul Ramsey, Larry Boxman and Rene Armstrong gave a yes vote. The motion carries.

-Policy 3710, Privately Owned Vehicle Operation, was presented to the Board.

A motion was made by Director Paul Ramsey to approve Policy 3710, Privately Owned Vehicle Operation as presented. Director Dianna Keeney seconded the motion. Directors Pamela Owen, Dianna Keeney, Paul Ramsey, Larry Boxman and Rene Armstrong gave a yes vote. The motion carries.

J. Correspondence

-The Board learned a staff member is getting unusual letters from a former patient. The staff member does not feel threatened and has not replied.

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.
- The annual OSHA 300 report was posted
- The WHaSUP newsletter will be going out in paper form again
- The next WHaSC meeting will be held on March 10th @ 9 a.m.

-Larry Boxman, a member of the Community Assessment Task Force, has formally requested that the Task Force be dissolved as it has fulfilled its intended objectives.

It is the consensus of the Board to dissolve the Community Assessment Task Force.

L. New Business

-Chief Kaczinski introduced Resolution 2026-2, Columbia 911 Communications Operations Funding, to the Board. See the resolution in the February Board Packet. The Board discussed whether this resolution is the optimal option for Fire District members.

A motion was made by Director Larry Boxman to approve Resolution 2026-2, Columbia 911 Communications Operations Funding as presented. Director Rene Armstrong seconded the motion. Directors Pamela Owen, Dianna Keeney, Paul Ramsey, Larry Boxman and Rene Armstrong gave a yes vote. The motion carries.

-Two Budget Committee applications were reviewed by the Board.

A motion was made by Director Larry Boxman to appoint Thomas Miller to the Position 4 Budget Committee seat. Director Paul Ramsey seconded the motion. Directors Pamela Owen, Dianna Keeney, Paul Ramsey, Larry Boxman and Rene Armstrong gave a yes vote. The motion carries.

A motion was made by Director Paul Ramsey to appoint Morgan Keyser to the Position 5 Budget Committee seat. Director Dianna Keeney seconded the motion. Directors Pamela Owen, Dianna Keeney, Paul Ramsey, Larry Boxman and Rene Armstrong gave a yes vote. The motion carries.

-Chief Steinweg asked for guidance from the Board on how to proceed with a reserve bidding dollar amount for the three surplus vehicles.

It is the consensus of the Board that Fire Chief Kaczenski and Chief Steinweg establish the reserve bids for the three surplus vehicles.

M. Board Member Comments

-None to report

N. Good of the Order

-Director of Administrative Services Marianne Berg presented a 2026/27 Budget Calendar to the Board.

-Chief Kaczenski informed the Board that the 2026/27 fiscal year budget process has begun.

-Chief Kaczenski reminded the Board of the County Board Retreat taking place on February 21st, from 11 a.m. to 3 p.m. at CCOM. Two board members from each fire agency are requested. All county Fire Chiefs will be in attendance.

Meeting Adjourned:

A motion was made by Director Rene Armstrong to adjourn the meeting at 20:00. Director Larry Boxman seconded the motion. Directors Pamela Owen, Larry Boxman, Dianna Keeney, Paul Ramsey and Rene Armstrong gave a yes vote. The motion carried.

Respectfully Submitted,



Rene Armstrong
Secretary
MCB