

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

Board Meeting Minutes
March 17, 2026

Board Members Present:

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

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, Mary Lou Busch, Ginger Kaczenski

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 February 17, 2026 Board Meeting Minutes were reviewed by the Board.

Director Paul Ramsey requested an amendment to the Board Minutes under "Others Present". Change "Nate Wallace" to "Wallace Keeney".

A motion was made by Director Rene Armstrong to approve the February 17, 2026 board minutes with amendments. 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.

A motion was made by Director Rene Armstrong to approve the February 2026 Expenditures Reports as presented. Director Larry Boxman 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 February 2026 Chief's Report to the Board. The Fire Chief's Report can be found in the February 2026 Board Packet.

G. Volunteer Association

- Chief Joe Kaczenski noted that the Volunteer Association has not held any recent in-person meetings. They are currently coordinating some action items via email.

H. Unfinished Business

- Training Division Chief Will Steinweg will meet with an ODF representative for FEPP equipment inspections at the Fire District.

- Chief Kaczenski has reviewed preliminary bunk room drawings and provided corrections. Once the drawings meet his standards, they will proceed to engineering, with further correspondence by email until final documents are received.

-The Main Station lighting has been repaired, as addressed in the Fire Chief's Report.

- Division Chief Will Steinweg has not yet received any updates from R&R Towing, the tow truck company assigned to remove junk cars.

I. Policies

- Policy 3810, Identification Badge, was presented to the Board.

A motion was made by Director Paul Ramsey to approve Policy 3810, Identification Badge as presented. Director Larry Boxman seconded the motion. Directors Pamela Owen, Dianna Keeney, Paul Ramsey, Larry Boxman and Rene Armstrong gave a yes vote. The motion carries.

J. Correspondence

-None

K. Committee Reports

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

- No incidents, injuries, or events were reported
- Amendments to the bylaws and updated incident report were reviewed but no action was taken due to the absence of a quorum
- The WHaSUP newsletter was distributed in paper format
- Quarterly station inspections are scheduled for April
- The next WHaSC meeting will be held on May 12th @ 9 a.m.

L. New Business

-None to report

M. Board Member Comments

-None to report

N. Good of the Order

- Chief Kaczenski reported that the budget process is ongoing.

- Chief Kaczenski reminded the Board that the County Board Interaction is scheduled for April 7th at 1800 hours in Vernonia. Vernonia RFPD will be providing food and beverages for the event.

- Chief Kaczenski reported to the Board that he had prepared a letter in support of the Columbia 9-1-1 Levy and spoke on behalf of the levy at the Scappoose City Council Meeting held this past Monday evening. A City Council Member later noted that, as he is not an elected official, he should refrain from speaking or writing in support of the levy. Upon further review, Chief Kaczenski determined that he is permitted to discuss the levy until it becomes official. Currently, the levy has not yet been submitted to the elections office and is therefore not official.

- Director of Administrative Services Marianne Berg updated the Board that, following their instructions from last month's meeting, she contacted Dish Network. As a result, the company agreed to lower the Satellite TV bill by \$35 per month for the next year.

Meeting Adjourned:

A motion was made by Director Rene Armstrong to adjourn the meeting at 19:33. Director Paul Ramsey seconded the motion. Directors Pamela Owen, Larry Boxman, Dianna Keeney, Paul Ramsey and Rene Armstrong gave a yes vote. The motion carried.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Rene Armstrong". The signature is written in black ink and extends to the right with a long, thin horizontal stroke.

Rene Armstrong
Secretary
MCB