

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

Board Meeting Minutes
August 19, 2025

Board Members Present:

Pamela Owen (President), Paul Ramsey (Via Zoom) (Personnel Representative), Rene Armstrong (Secretary), and Diana Keeney (Via Zoom) (Treasurer)

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

A. Flag Salute

-The meeting was called to order at 19:01 hours by President Pamela Owen with the flag salute.

B. Additions to Agenda

-Survey results from Diana Keeney for the Community Assessment Task Force.

C. Public Comment

-None

D. Board Minutes

-The July 14, 2025 Board Meeting Minutes were reviewed by the Board.

A motion was made by Director Rene Armstrong to approve the July 14, 2025 board minutes. Director Paul Ramsey seconded the motion. Directors Pamela Owen, Paul Ramsey, Rene Armstrong, and Diana Keeney 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 July 2025 Expenditures Reports as presented. Director Paul Ramsey seconded the motion. Directors Pamela Owen, Paul Ramsey, Rene Armstrong, and Diana Keeney gave a yes vote. The motion carries.

F. Fire Chief's Report

-Chief Joe Kaczinski presented the July 2025 Chief's Report to the Board. See copy of Fire Chief's Report in the August 2025 Board Packet.

G. Volunteer Association

-Chief Joe Kaczinski informed the Board that the Volunteer Association and MBRFPD are hosting the Columbia County Volunteer Association meeting on October 13th.

H. Unfinished Business

-Training Division Chief Will Steinweg gave a FEPP update. The “abandoned motor” in the water tender may have an interested party to take it. The Pilot Rock Fire District lost their station to fire, including the apparatus stored inside it. MBRFPD has been contacted to see if they still have the abandoned motor and the water tender it resides in. Chief Steinweg told them the Fire District does still have it and if they want the motor and tender, it’s theirs. Chief Kaczinski commented that this water tender was surplused awhile back. Chief Steinweg is waiting for FEPP to give the Fire District an inventory of what FEPP items MBRFPD has.

-Chief Kaczinski did not have a bunk room update.

-Director Paul Ramsey asked Director of Administrative Services Marianne Berg if there has been any progress with cleaning up the donated cars at the Main Station. Marianne responded that no progress has been made. Director Pamela Owen requested to put this topic on next month’s agenda.

I. Policies

- Policy 5160, Equipment Loans, was presented to the Board.

It is the consensus of the Board to table Policy 5160, Equipment Loans, until formatting errors can be adjusted and brought back for approval next month.

J. Correspondence

-None

K. Committee Reports

-A Workplace Health and Safety Committee (WHaSC) update was given by Fire Chief Joe Kaczinski. Three events affecting four personnel were reported: Smoke inhalation, a hand injury, and two bee stings. A summer WHaSC UP! newsletter was distributed. Trinity Weber has joined the WHaSC as a volunteer representative. Will Steinweg has been replaced by Jesika Kaczinski as a staff WHaSC member. The next meeting is scheduled for September 10th at 9 a.m.

Director Diana Keeney presented compiled data results of the Community Assessment Survey. Please see compiled data in the August 19 Board Packet.

L. New Business

-None

M. Board Member Comments

-Director Diana Keeney commented that the results of the Community Assessment Survey show opportunity to educate the community as to what the Fire District does.

N. Good of the Order

-Chief Kaczinski updated the Board on the Hwy 47 closure. There has been limited communication from ODOT. ODOT is taking the Hwy 47 project over on September 2nd and one lane will be open.

-Chief Kaczinski reminded the Board that Hood to Coast is the weekend of August 23rd and 24th. Thirty-three positions have been filled, with five positions vacant.

-Chief Kaczinski informed the Board that the Community Picnic will be held September 13th.

-Director Pamela Owen informed the Board that Fishhawk Lake members cleaned and painted the Fishhawk Lake helipad and are pulling more logs out of the lake.

Meeting Adjourned:

A motion was made by Director Rene Armstrong to adjourn the meeting at 19:50. Director Paul Ramsey seconded the motion. Directors Pamela Owen, Paul Ramsey, Rene Armstrong, and Diana Keeney all gave a yes vote. The motion carried.

Respectfully Submitted,

Rene Armstrong
Secretary
MCB