

**Placerville Fire Protection District
Regular Commissioner's Meeting Minutes
May 11, 2024, 1:00 pm Fire Station**

The meeting was called to order at 1:11 pm.

Commissioners present: (Sandra Sprague- Clark Cassel)

Staff Present: (Treasurer Nopens, Secretary Andreason)

Pledge of Allegiance

Minutes: The Commissioners decided to make some changes in the April 13 Meeting Minutes and approve them next month. Commissioner Sprague moved to approve the Special Budget Meeting Minutes and Commissioner Cassel seconded, passing the motion unanimously.

Correspondence: We received a letter from Nathan Snyder and Kim Barker, who purchased property at 150 Gibs Circle. They requested they be annexed into the PFPD for tax and fire protection purposes. The Commissioners assigned Secretary Andreason to research how to accomplish the request.

PFPD received a letter from the State of Idaho Fleet Card Program. This is a State Contract with WEX to offer a fuel card program designed to help state organizations control fueling and vehicle costs. It is accepted at 95% of US gas stations, including Chevron, which is our preferred station. This program allows many controls, including tracking spending online and downloading reports. This item will be studied and placed as an action item for next month.

Treasurer's Report: Commissioner Sprague moved to pay the following bills as presented and Commissioner Cassel Seconded, passing the measure unanimously. Invoices/Payments Due: Century Link – 64.14 Idaho Power – 86.46 Quick Books – 21.00 Uniforms 2 Gear – 1,051.40 Heather Nopens – 175.00 Glen Willard – 1,321.12 Disaster Communications 1,244.50 Beginning Balance 41,511.14 Payments approved 1,844.89 Ending Balance 39,666.25.

Treasurer Nopens provided an Amended 2023-2024 Budget following the Special Budget meeting in April. The Budget Amendment was signed and Notarized.

Secretary: Grants: Secretary Andreason will try to find the SAM Administrator status for PFPD.

Old Business:

New Business

Treasurer Nopens presented a proposed 2024-2025 Budget worksheet for beginning review.

Action Items: The vote on property owner request to join Fire Protection District was tabled pending Secretary Andreasons inquiry.

The Commissioners tabled assigning a commissioner the task to Revise Voting Sub-District Re-Alignment.

Public Input:

- An issue was raised at today's City Council meeting as to who owns the PFPD land and building. This will require discussion between the City and PFPD Administration to address this question.
- It was noted there is a fire hydrant in the city that may provide a source of water for our trucks. We will let the Fire Chief know so he can determine if the hydrant works.
- Will Longden suggested we form a PFPD Auxiliary to assist the department with non-fire-related duties such as cleaning the firehouse. This would allow the fire personnel to better use their training time.

Administration Calendar Pending Requirements: Treasurer Nopens will complete the upcoming Secretary of State Annual Report that she updated in January.

Request for future Agenda items:

- Review and Amend current Budget to address Budget Item needs as well as the request from Chief Bourret for \$12,000 in additional funding for the water project. The request for additional funding will require Commission approval by vote, signature and be notarized.
- Address the State Card Program as a means of purchasing gas and supplies for our vehicles.
- Discuss the 2024-2025 Budget needs.

Executive Session (if necessary):

Adjournment: The meeting was adjourned at 3:01 pm