

**Placerville Fire Protection Dist. Inc.**  
**Regular Commissioners' Meeting Minutes**  
**June 14, 2025, 10:00 am Fire Department**

10:00 am - Commissioner Longden called the meeting to order, and a Quorum was established.  
Commissioners present: (Will Longden, Rick Barber, Tom Andreason)  
Staff Present: (Treasurer Linda Jones, Secretary Kim Barker)  
Pledge of Allegiance

**Approval of May Meeting Minutes**

**Motion:** Commissioner Longden moved to approve the May meeting minutes as last emailed.  
**Second:** Commissioner Barber seconded the motion.  
**Vote:** All in favor.  
**Outcome:** The motion carried.

**Correspondence**

Letter from ICRMP about renewal estimate for next year will be \$3720.00 due Oct 1, 2025.  
ICRMP changes made for the school. Wex Fleet application for fuel.

**Chief's Report**

**Water:** Approached Baumhoff about selling a parcel of land with year-round creek water; Approached Trailcreek with a proposal to sell 3-acres of land with the cistern/hydrant at 501(3)(c) non-profit at market rate tax reduction, waiting to hear back; Tender is broken (spline failed), working on getting parts and installing primer pump off the 401 with mounts welded and lines so we can draft from Trailcreek, we also have two secondary pumps we can try at the next training; Atlanta, ID received an insurance rating of 5 with Idaho State Rating Bureau, hydrants within 1000 feet of every structure, will visit and review their training and software, this is in part why Centerville gets a 6, we will work in stages to reduce our rating from an 8 to a 7.

**Grants:** We need someone to manage grants; hiccups with grant to IDL due to SAM (government) system multiple district designations, which is being worked on; we may need audits for State Farm grant for previous fiscal year; posted on Placerville, Garden Valley, Horseshoe Bend, and Idaho City social media and received four solid response, will share resumes when received.

**Apparatus:** Tender is broken, will try installing the primer pump from 401, needs additional hydraulic hose and fittings, if the pump is operable potential cost to repair is \$300- \$500, if not then maybe \$2000, we budgeted \$7000 to fix the tender, and we've spent \$3500; Structure truck—lost on June 10th fire, if the packing gland is too tight, the PTO won't spin so will look at getting new packing gland material; 441, motor on the Green Machine, needs a fuel pump; 442 has leaks, Rod will work on it; Looking at staging apparatus at firefighter homes for quicker response times during fire season: 442 will be staged at Rod's, 445 staged at Longden, using June 10 fire as example, staging can cut about 10-minutes off arrival time.

Commissioner Longden suggested purchasing what's needed to fix the tender out of the remaining, approved budget.

**Motion:** Commissioner Andreason moved to accept the suggestion.  
**Second:** Commissioner Barber seconded the motion.  
**Vote:** All in favor.  
**Outcome:** The motion carried.

**Training:** Tried to get extrication going, need some parts for the extrication equipment; tried Foam training; the Foam system is inoperable so we'll try cleaning the strainers and doing maintenance.

**Fuel:** Need diesel top off, 100-gallons from a transfer tank to top everything off. Commissioner Longden will get in touch with Craig.

Events: Toned out for vegetation fire on June 10, 2025, Chief Bourret on scene in 5-minutes and communicating with Boise County, Rod there at same time; Someone backed into the station building on Thursday pushing in the Southeast corner of the building by about an inch, garage door canted out.

#### **Treasurer's Report**

Reviewed checking account balance and expenditures. Commissioner Longden brought up payment to maintenance between meetings versus waiting for the next Commissioners' meeting; will continue to pay as long as we stay within the maintenance budget.

Rick Barber	\$500.84	for 2 batteries for truck #442
Hot Rod's Repair	\$400.00	for repairs to several pieces of equipment
Purchasing Account	\$400.00	for emergency purchase account
Gold Mine Gas	\$ 74.00	for gas
Wilderness Wireless	\$ 85.00	for Internet services
Interstate Business	\$124.85	for 1 battery for the Gator and 1 battery for the trash pump
Idaho Power	\$171.30	for fire station electricity

#### **Secretary's Report**

None.

#### **Old Business:**

- Computer for the reader board is back from the prosecuting attorney office but without the necessary software, will need to go back to the prosecuting attorney office or get the Sheriff's office to reply with software or track down manufacturing information for the key; without the software, the board is inoperable.

#### **New Business:**

- Debit card policy. *Card for emergency purchases <\$500 upon written request from Chief Bourret; confirmation of purchase sent to Linda, and receipt delivered at the following commissioners' meeting. Considering a debit card for a Commissioner for emergency purchase >\$500; requires Commissioner approval; potential for Linda to transfer approved funds so Alice can make the purchase. Commissioner Longden will draft a proposal.*
- Phone and Internet services; 911 phone. *Tabled.*
- Discuss and assign Staff/Commissioner duties regarding Subscription Policy planning. *Commissioners will work on this.*
- Cleaning Fire Station. *Will get with Friends of Placerville before July 4; commissioners will put something together to clean before July 4.*
- Discuss Idaho Fire Chief Association. *We are members as of June 13, 2025; it's free for 100% volunteer fire departments with a great deal of information and grants; Chief Bourret has the login and password; permits us to accept donations from larger fire departments.*
- Fire service fees for incident response. *Discussion involved tax dollars barely paying for keeping the department going, and when called out equipment needs to be repaired and maintained; personnel are physically and mentally drained; responsibilities are not always taken as seriously as we need to be safe. We need to outline a resolution that considers public input, propose a fee structure, and a billing process that considers in-district services and the min. and max. fees allowable by the District; consider IDL rate sheet (personnel and equipment). Current policy is out of area services; we might combine in and out of service and mutual responses. We need to check with the Idaho State Fire Marshal to learn the circumstances in which they will come out and assess cause/negligence.*
- Executive Session: Budget review and planning.

#### **Action Items:**

- Action Item: Budgeting for scoping and implementing District impact fees. *Tabled.*
- Discuss and act on joining the Idaho Fire Chief Association. *Completed.*

**Public Input:** There will be a 3-minute time limit for each speaker.

- *Andrew Swenson extended gratitude for the efforts to address the June 10th incident.*
- *Jeff Nelson and Anne Caldwell interested in listening in on discussion about potential fees for incident response.*
- *Friends of Placerville Fire Department are on board for Labor Day holiday; request is to have one firefighter on hand. Chief Bourret will pursue advance planning for community engagement (e.g., town halls, July 4, etc.).*

**Administration Calendar Pending Requirements**

- Idaho Fire Chief Association grant due in July.
- Budget review and public input in the July Commissioners' Meeting.
- Required budget review meeting to occur in August.
- ICRMP renewal due Oct 1.

**Request for future Agenda items:**

- Action Item: Proposal for debit card policy.
- Phone and Internet services; 911 phone.
- Discuss and assign Staff/Commissioner duties regarding Subscription Policy planning.
- Action Item: Resolution for additional fees for fire incidents. (Address where the funds go when fees are collected).
- Action Item: Budgeting for scoping and implementing District impact fees.
- Action Item: Select a grant writer.
- Action Item: Selling district personal property (vehicle assets).

**Executive Session**

Commissioner Longden called for an executive session. [Time 11:11 - 11:32] No decisions made.

**Adjournment**

Commissioner Longden adjourned the regular meeting at 11:40.





