

**Placerville Fire Protection Dist. Inc.**  
**Regular Commissioners' Meeting Minutes**  
**August 9, 2025 10:00 am Fire Department**

10:03 am - Commissioner Longden called the meeting to order. A Quorum was established by the secretary.  
Commissioners present: Rick Barber, William Longden, Tom Andreason  
Staff Present: Treasurer Linda Jones, Secretary Kim Barker  
Pledge of Allegiance

**Approval of July Meeting Minutes**

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

**Correspondence**

RLI correspondence, the bond for treasury is now covered under ICRMP so we do not need to renew.

**Chief's Report**

The City of Placerville needs to receive a bill for the Wilderness Wireless wi-fi; discussed 911 but requires additional information from the District.

Personel: Over the last 2 years there's been a huge improvement in knowledge, skill, and abilities; volunteers have gone from zero to now saving people, structures, and the community. We are regularly partnering with Centerville for training; partnered in a simulated fire exercise where fire ignites from a downed power line; the simulations are beneficial and mentally prepare the crew. We have a solid group of firefighters that total more than Centerville, Thorn Creek, and sometimes Horseshoe Bend; Rod and Tyller are showing great leadership.

Equipment/Apparatus/Water: Equipment puts us at the greatest risk; with every fire something breaks; with current budget we can fix and maintain it, but we need better equipment. We don't have unlimited water; neighbors are distanced from each other. Chief Bourret has pushed as hard as is comfortable with Friends of Placerville for the funds necessary to maintain and build out the department, and now needs the Commissioners to provide what's needed. Chief Bourret suggested a "planning session" before the next regular meeting to discuss a 3 and 5-year plan to increase water access, improve/increase the fleet. David Spann can host; he worked in forest service and fire, and has acquired millions in resources to fund soil management for farmers out of Kuna. He now advocates and consults with CEOs to brainstorm long range plans.

Commissioner Longden said he is hearing needs for additional PPE (pants, shirts). The current budget should allow for the purchase. Chief Bourret will get a list and sizes to Linda for a purchase within the fiscal year.

Chief Bourret will draw on the same budget to replace screens on older BK radios then get new batteries. Commissioner Barber shared batteries should be replaced every three years and these radios are presumed to be at least 5 years old. The 5000s are at least three years old. Commissioner Barber will check invoices to confirm. Commissioner Longden read from policy that no hand held radios should be older than 5 years. Linda suggested creating an inventory and tagging new purchases; Commissioner Longden and Chief Bourret will get a radio list to Barber. As communications officer, Commissioner Barber will maintain the inventory according to District policy including confirming use of inventory in wildland fires.

**Treasurer's Report**

Balances and expenditures reviewed.

Bendix King Radios	\$ 117.85	radio parts
Hydraulic Controls	\$ 219.50	truck parts
Fire Hose Direct	\$1,137.78	hose connectors
Jens Jensen*	\$ 59.00	title work
Craig Neville*	\$ 163.30	property maintenance

Century Link	\$ 74.49	telephone
William Longden	\$ 280.04	truck parts
Linda Jones	\$ 93.24	truck parts
Wilderness Wireless	\$ 85.00	internet
Hot Rod's Repair	\$ 420.00	truck repairs
Idaho Power	\$ 83.95	electricity
*Not reconciled		

**Motion:** Commissioner Longden moved to approve the treasury report as presented.  
**Second:** Commissioner Barber seconded the motion.  
**Vote:** All in favor.  
**Outcome:** The motion carried.

Linda mentioned in regards to the radio battery that blew up last year that the ICRMP claim is reopened and she is waiting on a reply email. They have Chief's and Linda's contact information.

Commissioner Barber mentioned the BK5000 repair bill from Whitecloud hasn't been received; they have another radio in for service, it's a flat fee of around \$500 or less.

Linda shared that Mary at ICRMP should be sending out the current policy and manuals (expecting a box size shipment); this will convey everything available to the District. Linda will follow up to check on status.

Chief Bourret confirmed the fire fighters have SRV manuals.

#### Old Business:

- Discuss phone and Internet services; 911 phone. *Placerville City wants additional investigation into the cost of the current service and any existing cost sharing; we'll need to write another agreement similar to the one for the wi-fi cost share then present the Century Link bill and an invoice. Tyller talked to Bruce; they pay "standard fees" to keep the intercom line. Chief Bourret called Century Link to discuss the emergency line; Century Link said their service is not available in Placerville. In reference to the City of Placerville request for understanding current cost, Chief Bourret brought up comparing a residential bill versus business bill; PFPD is considered a business, which would explain the additional cost. Commissioner Barber offered to talk to Mari at EBCAD to check whether they pay anything toward it; Linda confirmed no one else is paying the bill.*
- Discuss and assign Staff/Commissioner duties regarding Subscription Policy planning. *Commissioner Longden will update the current policy (July 2022) for the reduced fees for out of district fires; Chief Bourret will send the Commissioners the Fire Marshal's fee schedule to ensure compliance; The Commissioners have the IDL fee schedule. For billing, Chief Bourret gets a run down report from Commissioner Barber that Chief Bourret corrects so Commissioner Barber can enter the correct info (people, vehicles on scene). Linda can use the report to determine times from tone out to done for billing purposes.*

*Chief Bourret emailed the Fire Marshall, the new fee schedule is in-process; there is an entire schedule of fees for manned vehicles, for a manned tender runs \$202/hr. The flex report can be used to create the bill (it lists the amount of people and trucks). Commissioner Barber asked if there needs to be a mechanism for determining when a bill should be sent; we need to investigate whether we need a policy or a resolution to bill people **in the district**. Barber shared previously the discussion was around whether negligence was involved.*

*Chief Bourret pointed out Wilderness Ranch gets input from the taxpayers to get a sense for what fees would be tolerated; the taxes PFPD gets maintain what we have, when continually faced with fires, we need to recoup. Commissioner Barber asked, do we charge every call, or do we charge only for negligence? Chief Bourret brought up there could be risk if we start making calls on negligence; Commissioner Barber suggested waiting for the new fee schedule. Chief Bourret discussed writing a policy or resolution for **in district fees** and running it by an attorney; leave rescue and medical out of it, and just start with fires. With the recent issue of burning during a county burn ban, Chief Bourret called the Sheriff and a deputy responded, and gave the person a warning. Within our policy, consider a flat fee for fire. Commissioners will get together to develop ideas; and have an attorney*

review, then invite the public to review.

- Discuss District impact fees. *No new information at this time. This is a long research and development project, which will be kept on the agenda.*
- Discuss budget review. *Commissioners reviewed the published budget; the presentation will be in a special meeting at the Fire Station Aug 16, 10 AM. The meeting update was sent to the county office. "Chief's project" project line item was addressed by Chief; the funds can be used to apply against water, or equipment, etc., a more flexible way to apply the funds where they are most needed.*

#### **New Business:**

- Use of EBCAD ambulance shed and power costs. *Commissioner Barber shared that we are not permitted to use the old ambulance shed because it will be used for rotating ambulances every few weeks to keep ambulance usage equal. There is room for only one vehicle. In regards to parking anything outside, the District will need to contact the group who will be taking over EBCAD. Continued discussion sharing the cost of power is unnecessary. About EBCAD fee structure, Mari said they charge different types of fees: initial fee at tone out is a flat fee (if medical or something else, they have 30-20 different flat fees, then they have a mileage fee, which is also a flat fee per mile. If PFPD ever wanted to charge fees for medical runs, we need to check whether they could charge for it at all. Commissioner Longden suggested we don't pursue medical fees at this time. Chief Bourret shared that he gets called in place of 911 due to people not wanting to be billed.*

Commissioner Longden brought up that the property with the ambulance shed was donated to EBCAD and that if the property was not used for the purpose stated, then the property would go back to the owner. Commissioner Longden will investigate this further.

- Discuss Red Fire Lock Ordinance. *There's no additional action for the commissioners; it's state law and within the Fire Chief's purview. Commissioner Longden discussed whether a letter needed to be sent to the tax payers to notify the public what to expect. Chief Bourret shared that by simply asking landowners with gates, he has lock numbers; some landowners expressed hesitation to share lock numbers due to personal property on site. The idea is similar to Idaho Power locks, except access is to people and homes; there's times when on tone-out the crew could not access private property with vehicles and had to walk in to assess the situation. Commissioner Longden suggested Chief Bourret be provided with locks (4 tumble locks so codes can be reset as personnel change, start with 10) and go out and talk to folks, provide locks. Commissioner Barber suggested the PFPD website and social media be used to communicate the change.*

#### **Action Items:**

- Commissioner Longden presented the PFPD debit card policy (roll call vote).

**Motion:** Commissioner Barber moved to approve the PFPD debit card policy as presented.

Second: Commissioner Andreason seconded the motion.

Roll call vote: Commissioner Rick Barber, approved; Commissioner Tom Andreason, approved;

Commissioner William Longden, approved.

Outcome: The motion carried.

- Resolution for selling/trading the Gator. *No action to take. Peterson Toyota has the Gator; the process for the VIN tag and title requires a bond (1.5x the amount of a valuation that is averaged from two independent dealers written to the District). One valuation is in-hand, Dennis Dillon did not provide a valuation that complied with the requirements for the title process so a new dealership will be contacted. Once the valuations are in-hand, the bond can be sent to the DMV and the process will move along with title issuance. Kim will collect the evaluator information, add it in the resolution, add an action item to the Aug 16 special meeting agenda.*
- Resolution for additional fees for fire incidents. *These are in-district fees that were discussed under out of district subscriptions. Kim will send the Commissioners the state statute for charging in-district fees.*

**Public Input:**

- Does Placerville respond to fires in Mayflower? Can the area be accessed? *Yes. They are evacuation area 1. Trucks are capable of pushing down gates if necessary.*
- Last week, a Garden Valley resident reported smoke on another person's property that ended up being a debris fire, who gets charged in that situation? *PFPD would not charge the caller in this case, it would be the person burning. IF PFPD gets called out to check something, but it turns out to be nothing, there would be no charges.*

**Administration Calendar Pending Requirements**

- SAM administration due mid-August, but can't be done until the login/account issue is resolved.
  - Commissioner Andreason reported that SAM logged an incident that is now "resolved"; Commissioner Andreason was able to remove an erroneous entity for the DIstrict, once the system is updated with the change he will then be able to reenter the District using the correct designation.
- Deadline for the commissioners to register to run is August 29th. *Application materials suggest a September date.*
- Budget proposal, August 16.
- Budget approval, September.
- ICRMP renewal due Oct 1.
- Other?

**Request for Future Agenda Items**

- Discuss and assign Staff/Commissioner duties regarding Subscription Policy planning. (out of district fees)
  - Revised policy.
- Discuss District impact fees.
  - General cost range.
- Resolution for additional fees for fire incidents. (in district fees)
  - Action Item.

**Executive Session**

Commissioner Longden called for an executive session to discuss personnel matters per Idaho Code §74-206(1)(a). [Time 11:32 - 12:12] No actions taken.

**Adjournment**

The regular meeting was called back to session at 12:12 and adjourned at 12:13.