

**Placerville Fire Protection Dist. Inc.**  
**Regular Commissioners' Meeting Minutes**  
**September 13, 2025 10:00 am Fire Department**

10:00 am - Call the meeting to order. Quorum established.  
Commissioners present: Rick Barber, William Longden, Tom Andreason  
Staff present: Treasurer Linda Jones, Secretary Kim Barker  
Pledge of Allegiance

**Approval of August and Special Meeting Minutes**

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

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

**Correspondence**

No correspondence. Commissioner Longden received no emails in response to the public notice on Gater trade-in.

**Chief's Report**

Calls: Assistant Chief Longden shared that the department has had 7 calls since the last Commissioners' meeting (2 medical, 3 out of season, unpermitted burns, 1 wildland fire, 1 structure fire). People were unaware of the burn ban. The Assistant Chief discussed next year, to make the public more aware of burn bans: bulletin board, leaderboard; especially people not from around here, they don't know about the restrictions. Commissioner Barber suggested a sign at the entrance to Placerville "burn ban in place"; Rod Bartlett shared he'll be making signs for Star Ranch. Commissioner Andreason asked if the ban is for all fires, or not. Assistant Chief Longden shared, fires are permitted in state approved fire pits, with limitations (eg, no debris, etc).

The wildland call was a mutual aid call with Centerville for a fire at the far side of the county dump; 7 volunteers and 3 engines were on site and within an hour of being in scene, the crews halted the fire's growth. Declared by the fire marshal to be arson.

On Sunday, Sept. 7, 2025, the structure fire on Brassey Circle was a mutual aid call with Centerville. The Placerville crew included 7 volunteers and 4 engines, and the Centerville crew had 3 volunteers and 2 engines. The structure was a total loss and declared by the fire marshal to be arson.

Assistant Chief Longden spoke highly of the relationship between Placerville and Centerville Fire Districts; the joint training with Centerville, the respect and cooperation they've developed with Chief Baumhoff and his volunteers has proven instrumental in their quick response and minimal damage. Assistant Chief extended personal thanks to the Centerville Fire Protection District and has every intent of maintaining the healthy relationship. Centerville has a large area of responsibility, they need the extra support and Placerville needs the experience and training. The relationship between the two districts is good.

Apparatus and Equipment: First time in 2-years, the full fleet is operational. All trucks can respond to and fight a fire. All the maintenance by Rod Bartlett over the years made the fleet an operational force. The Assistant Chief would like to see filters and fluids (eg, 5 gal. bucket oil, etc.) on stock in the fire station. Commissioner Andreason suggested to approve an amount this month for purchase of filters and fluids out

**Motion:** Commissioner Andreason moved to authorize Linda to spend up to \$500 on filters and fluids.  
Second: Commissioner Barber seconded the motion.  
Vote: All in favor.  
Outcome: The motion carried.

Tender Repairs; pump works great (ran for three hrs without issue) still working on plumbing/hose repairs to avoid leaks when drafting; the front/back sprayer nozzles were scraped due to issues early on, so we need to place a back sprayer on the truck and fabricate parts for a front sprayer, then have it installed; it will take special welding for water tight; we need diaphragms for air components.

Personnel: We have a new volunteer since the last meeting, CJ Torgensen from Placerville; he has firefighting background and responded to some calls.

Training: Joint training with Centerville; the training is valuable for the practice, and the best part is that teams are on a first name basis and people are working well together and even though each area has their own District, it's starting to feel like a single, united fire department. We're working on ways to be better prepared for mutual aid calls (texting in advance, etc.). With the cooler weather, we'll switch from wildland to structure training; at the end of October will work on controlling burn on a trailer, establishing containment lines.

Assistant Chief Longden shared a conversation he and Chief Bourret had: for the first time in 2-years it feels like we are no longer playing catchup; Chief Baumhoff has been a large part of that, helping us outfit and repair trucks. We have a good volunteer force (9 people), we can have 7 people on scene within minutes if toned out; we hear from other agencies in the county that Placerville is great, and when this happens people want to continue to invest and improve the department. Thanks went to the Board of Commissioners and to the Friends of Placerville for the continued support. Commissioner Barber shared, as communications officer, he monitors the radio and commends the fire fighters on their great work. Comm Longden announced the Friends of Placerville for creating printed map notebooks for all the fire fighters.

### Treasurer's Report

Balances and expenditures reviewed. There's an additional bill due to Idaho World for \$127.80. The membership renewal fees for NASASP (National Association of State Agencies for Surplus Property) were presented. Commissioner Barber shared NASA is a warehouse with surplus equipment from fire departments for sale (tools, oxytelon arc and plasma welders, fittings, backpacks, trucks, etc) at reasonable prices, 50-75% if not free. A grant for TV for the training room is deposited, the rules are strict; Linda will work with Andrew to figure out what to buy then make the purchase. All the Gator paperwork for title is complete; Commissioner Andreason shared there's been an offer on the Gator, it's sold, and pending the finalization of the trade-in per the agreement. Commissioner Andreason shared that we're ending the budget year with no negative balances.

Amazon	\$ 26.29	printer supplies
Century Link	\$ 74.43	telephone
Wilderness Wireless	\$ 85.00	internet
Amazon	\$847.84	fire fighter pants
Idaho Power	\$ 70.71	electricity
Fed Ex	\$133.44	return fittings
Amazon	\$275.88	AED batteries
Pfleger Ins. *	\$270.00	vehicle surety bond
Hot Rod's Repair *	\$613.32	truck maintenance & repair
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	\$2399.61	

\*unreconciled

**Motion:** Commissioner Londgen moved to approve, pay the bill as presented. Idaho World 127.80

Second: Commissioner Barber seconded the motion.

Vote: All in favor.

Outcome: The motion carried.

**Motion:** Commissioner Longden moved to approve NASASP membership for 3-years for \$155.  
Second: Commissioner Barber seconded the motion.  
Vote: All in favor.  
Outcome: The motion carried.

**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.

#### **Old Business:**

- Discuss phone and Internet services; 911 phone. *Kim presented a drafted proposal for cost share with Placerville City; Linda provided a copy of a Century Link bill for Commissioners to determine a reasonable cost share request; a fixed amount of \$35.00 was discussed and the Commissioners determined the signatories on the 911 cost sharing agreement would be the Mayor and the District Chairman, Commissioner Longden; Kim will update the proposal to reflect the changes and send to the Placerville City Clerk with a request for action during the October City Council regular meeting.*

**Motion:** Commissioner Andreason moved to request \$35 for 911 cost-sharing with Placerville.  
Second: Commissioner Longden seconded the motion.  
Vote: All in favor.  
Outcome: The motion carried.

- Discuss and assign Staff/Commissioner duties regarding Subscription Policy planning (out of district fees). *The current policy is “out of area” not “out of district” fees. Kim read the current out-of-area fee policy, approved in 2022, aloud and shared there was no record of approving a fee change in past meeting minutes; Commissioners recall discussing changing the fee to \$350-\$400 and determined to move forward with a fee change from \$3000 to \$400.*

**Motion:** Commissioner Barber moved to change the out-of-area fee to \$400.  
Second: Commissioner Longden seconded the motion.  
Vote: All in favor.  
Outcome: The motion carried.

*Assistant Chief Longden stated his and the Chief’s concern for billing a person who just had the worst day of their life; the Assistant Chief continued that, it’s in bad faith to charge because we risk straining relationship with Bruce Baumhoff and the Centerville Fire Protection District. He shared this example: Placerville called to mutual aid for a fire in the Centerville District, a District that needs our support, then charges the resident? This would not be tolerated if the situation were flipped and Centerville tried to charge mutual aid to fires in the Placeville District.*

*Commissioner Longden suggested the entire agreement be rewritten to account for mutual aid calls, for issues where the homeowner is not at fault. Linda asked, when there is a response call, do we bill? Where do we get the information about billing? Kim will draft a rewrite based on the changes discussed and present for action in the next Fire Commissioners’ Regular Meeting.*

- Discuss District impact fees. *All Commissioners agreed to table.*
- Additional fees for fire incidents (in district fees). *All Commissioners agreed to table.*
- Use of EBCAD ambulance shed and power costs. Property use/ownership. *Commissioner Longden pursued EBCAD location because of a clause in the agreement between EBCAD and Vernon Brassey; the Brassey family did not want to hassle with pulling back on a land donation to just donate it for a different use. The Brassey family has 8 acres of 25, down the road from the EBCAD shed and on the left, they may be willing to donate instead.*

*Commissioner Longden initially asked for all 25 for multiple fire department structures, public services ponds, training areas—Brassey willing to discuss perhaps phasing into that amount of land; they agreed on 8 acres as a Phase I, Commissioner Longden will share agreement letters with the other Commissioners. Assistant Chief Longden shared that Bruce Baumhoff, in trade for volunteer assistance during construction, will be building a carport (so no heat) for 4 vehicles where Placerville Fire Protection District can park two vehicles over winter.*

- Radio upkeep policy. *Kim read the policy and shared there was no record of approving a fee change in past meeting minutes.*

**Motion:** Commissioner Longden moved to accept the radio upkeep policy as presented.

Second: Commissioner Andreason seconded the motion.

Vote: All in favor.

Outcome: The motion carried.

- Discuss grant writer class funding. *Christol Longden, Treasurer of a recently founded “Rural Firefighters Support Fund 501(c)(3)”, requested the Commissioners consider paying for or reimbursing two members (Selena Markez and Jessica Nichols) for taking grant writing classes at Boise State University. The next course opens on September 17, 2025 with a 20% discount if people sign up by this course start date; cost with taxes is expected to \$265 per person and it covers two courses: Basics, and Beyond the Basics; there’s about 48 hours of content for students to complete within a month; courses can be taken concurrently. Commissioners thought this would be a good option over the expense of hiring a full or part-time grant writer through the District directly. Commissioner Longden asked when most grants were open and Commissioner Andreason shared FEMA grants and other big grants typically need to be submitted near year-end.*

*There is no competition with known Friends of Placerville 501(c)(3)—the focus is very different.*

**Motion:** Commissioner Longden moved to pay for/reimburse Selena and Jessica for signing up for and completing the grant writing courses before year-end 2025 for no more than \$265 per person.

Second: Commissioner Andreason seconded the motion.

Vote: All in favor.

Outcome: The motion carried.

### **New Business:**

- PFPD website. *Kim shared with the recent interest in reducing costs, that she created a Google website in an hour and that Google sites are free; Kim shared a site map example and information on Google Sites with the Commissioners for consideration of a site update. Commissioner Andreason shared the current site is volunteer paid and ran without charge to the District.*

*Assistant Chief Longden shared the District website is supposed to have all of our public information and training information; Atlanta Fire has an insurance rating of 5, they would have had a 4 had their training documentation on the website met ISRB (Idaho Surveying and Rating Bureau) formats. The current website does not support ISRB regulations; it’s hard to use and looks antiquated; we can host our own, format to ISRB standards, make it mobile friendly, and easier to maintain. If hosted, other services like Wix and Squarespace have levels of annual subscriptions—based on the District site being largely informational, we could get by with the most basic plan; Wix would be around \$20/month and Squarespace \$17/month. Assistant Chief Longden will prepare mockups using Wix and Squarespace for consideration in the October Regular Meeting.*

*Assistant Chief Longden also mentioned past discussions about having domain emails; he will investigate Google services where District specific emails can be established; the service is also sustainable and easily transferred as administrations change; information will be presented in the October Regular Meeting.*

- Real property purchase (Kammer estate). *Commissioner Longden would like to have the property behind the station; the firetrucks could be worked-on year-round in Station One; stored on site and repaired. The property would be of interest to the fire department and the city, but we don’t want to bid against the city; Commissioner*

*Longden discussed combining funds with the city then negotiate land use after; discussed the necessity of the land for storage and parking if nothing else.*

*Kim will post an agenda for a special meeting September 20, 2025 at noon; action item will be to discuss and approve a cooperative bidding agreement with Placerville City or a stand-alone District agreement to bid on the parcel behind Station One. Kim will prepare a purchase resolution to formalize bidding amounts and a point person for bidding. Commissioner Andreason will be out of town, but is good with Commissioners Longden and Barber finalizing approvals. Linda shared the reserved amount for the current year's budget and the Commissioners discussed bidding up to this amount.*

**Motion:** Commissioner Barber moved to bid up to the current budget reserve amount.

Second: Commissioner Longden seconded the motion.

Vote: All in favor.

Outcome: The motion carried.

#### **Action Items:**

- Budget approval.

**Motion:** Commissioner Andreason moved to approve the budget as proposed and presented in the Idaho World.

Second: Commissioner Barber seconded the motion.

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

Vote: All in favor.

Outcome: The motion carried.

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

Alice: Are the properties at the end of Granite, Mayflower, etc., in the Fire District? Yes.

Glenda: Homeowners insurance questions; getting quotes currently and the Farm Bureau is favorable toward Placerville. It's the only company that would touch Placerville due to proximity of the Fire Station to their properties. The concern is over another station between Placerville and Trail Creek; the Commissioners and Assistant Chief assured that Station One in Placerville will persist with fire fighting equipment on site and continual improvements as land/equipment become available near the Station One; the more operable stations scattered around, the better for insurance coverage in the greater area. Example is Garden Valley with multiple stations: anyone between stations is covered by two stations. The Assistant Chief shared the biggest improvements to ISRB ratings will be proof that we can supply a steady source of water at a fixed gallon per minute, and we will be on track with that with aforementioned repairs to the tender.

Christol: David Spann is in contact with Bourret and would like to ensure the Commissioners are also sending ideas for the District needs.

Gary: Heard there was a need for chocks for the trucks and wondered if NASA would be a source for that; Commissioner Barber responded with a yes. Gary also shared that two Forest Service guys in Idaho City approved Gary's burn bed with the screens on it; he suggested if folks need something approved to contact the office.

Clark: Suggestion for training: practice using the equipment to blow out culverts; use it as an exercise to time arrival on scene then spray out the culverts; choose some in Placerville and Star Ranch; The Assistant Chief shared that practice using the trucks, firing pumps, and spraying water is a benefit to keeping the fight fighters proficient. Commissioner Longden suggested the Assistant Chief and Clark connect to plan.

Selena: At the new 501(c)(3), we want the Commissioners and fire fighters to share out all the ideas of needs. Commissioner Longden shared, we don't want to interrupt the chain of command / processes for requesting equipment; we want to avoid an overwhelm on the new entity.

**Administration Calendar Pending Requirements**

- ICRMP renewal due Oct 17.
- Other?

**Request for Future Agenda Items**

- Amended Subscription Policy planning (out of area fees).
- PFPD website options.
- ICRMP Payment.

Longden Adjourning reg meeting 11:57 for personnel ....

**Executive Session**

Commissioner Longden called for an executive session to discuss personnel matters per Idaho Code §74-206(1)(a). [Time 11:58 - 12:03] Action taken: Advisory by the Board for reinstatement of personnel.

**Adjournment**

The regular meeting was called back to session at 12:03 and adjourned at 12:04.