

Placerville Fire Protection Dist. Inc.
Commissioners' Regular Meeting Minutes
December 13, 2025 10:00 am at the store (My Place)

10:01 am - Commissioner Longden called the meeting to order.

Pledge of Allegiance

Quorum Established. Commissioners present: William Longden, Tom Andreason. Not present: Rick Barber.

Staff Present: Treasurer Linda Jones, Secretary Kim Barker

Approval of November Regular Meeting Minutes

Approve meeting minutes. * Kim will update adjournment time from pm to am before posting.

Motion: Commissioner Longden moved to approve the November regular meeting minutes as presented with the adjournment time update.

Second: Commissioner Andreason seconded the motion.

Vote: All in favor (2).

Outcome: The motion carried.

Correspondence

Commissioner Andreason presented the following correspondence:

- The county taxing district information form completed and emailed to the county clerk; Kim has the completed form for the records.
- The Boise County attorney, White Peterson Law, will increase fees effective Jan 1, 2026.
- Title received for the lot behind Station One, Placerville; purchased in the September 2025 auction.
- Boise County Tax Bill for \$127 (solid waste only) received.
- Two \$ 65.00 checks from Placerville City for Wifi and Century Link 911 line cost sharing; Linda confirmed payments are for November and December.
- Policy statement summary of activity and audit premium adjustment from the state insurance fund received; Linda confirmed the District still has a credit.
- 2026 renewal form from the State Fire Commission Assoc. arrived.

Chief Bourret shared Channel 6 requested to follow up with another interview about the cancellation of fire insurance; discussion about other attendees including potential insurers being present for the interview session.

Linda shared Idaho Power left a \$500 donation for the District at the store.

Chief's Report

ISRB inspection planned for Spring 2026; we're only missing the airpicks at this point, but we have a donation from Brian Bolman to Friends that will be the funds used for tanks and ancillary equipment to bring everything up to standard before the inspection; additional funds from the District budget may be necessary. Assistant Chief T. Longden reminded the Commissioners the air packs were previously inspected and none were serviceable so the District may be looking at \$2,000 - 3,000 per tank to replace, then with masks, and additional ancillary the total cost may approach \$10,000. Commissioner Longden suggested the Rural Firefighters Support Fund (RFSF) as a funding source since they received another large donation specifically for SCBA. Chief Bourret's goal for next year is for insurance ratings to drop from an 8 to a 7. Commissioner Longden shared this was great but also surprising that the department was operating so long without this critical equipment.

Additional radio purchases to shore up radio deficiency with remaining radio grant funds.

Mastication at Star Ranch: Boise County reaching out to Unit 2 to approve a mastication plan on their common ground; Chief Bourret suggested one of the Commissioners reach out to Star Ranch/Unit 2 to get land owners to give permission for the mastication plan on the common ground. Commissioner Longden shared that common areas are there for people in the subdivision and someone may get hurt by dead trees if the areas are not maintained; discussion about the people who hold seats within Star Ranch entities who oversee common ground.

Chief Bourret has asked the County to pivot to the larger landowners whose property when masticated would lend to a fire break for the Star Ranch area.

No calls other than stand by for Centerville slash pile.

Erin Anold provided an update: The 2025 pig roast Erin hosted did really well last year; in 2026, the event will move to the Saturday of Memorial Day weekend (Saturday) with brisket and chicken. Erin will also touch base with the City Council to plan for vendors. Funds raised will go to the District. Commissioner Longden suggested an open house at Station One; to coordinate with the Friends of Placerville. Chief Bourret suggested getting some swag for the kids and maybe a bouncy house. Commissioner Andreason shared this is also the opening weekend for the Placerville museums. All agreed this would be a great Summer kick-off.

Treasurer's Report

Balances and expenditures approved.* Discussion about titles and locating/confirming titles on all district vehicles; getting plates for the Quick Response Vehicle.

Commissioner Longden asked about the battery purchases and Assistant Chief T Longden confirmed which radios the batteries were for; Commissioner Longden will let Craig Neville know about the fuel account so future reimbursement will be for travel only.

Purchasing account	\$ 63.47	radio batteries
Century Link	\$ 74.62 911	telephone
Wilderness Wireless	\$ 85.00	internet
Gran-Del	\$ 37.18	fuel
Idaho Power	\$152.64	electricity
Craig Neville*	\$482.40	fuel
White Cloud*	\$695.00	radio batteries
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	\$1,590.31	

Motion: Commissioner Longden moved to approve the treasury report as presented with the addition of the bills just received.

Second: Commissioner Andreason seconded the motion.

Vote: All in favor (2).

Outcome: The motion carried.

Old Business:

- Status of website. *Kim had shared the updated website URL over email last month; there's two pages in the footer menu (Firefighter Training, District Policies) that need to be built—an option is to remove them from the menu until they are done/stocked with content. Commissioner Longden likes the site and would like to see promotion of the site as a place people can search for information for transparency and learning about the Fire Department and the District. Chief Bourret mentioned flyers at the mail boxes and leader board for posting the new website URL. Discussion about emails that align with the site domain; Kim and Assistant Chief T Longden reminded that Google Enterprise / non-profits or other entities is separate from the current website refresh; the Google emails would be a separate account with Google (about \$8 per user/month; the new domain can be used for emails. Tom Andreason mentioned that emails are a legal record of what you do which Kim added this is why it's best to have dedicated emails outside of personal accounts.*

Kim will get Josh McAllister's contact information to Karen Andreason so they can plan for a redirect from the old site to the new site. Kim will get the remaining last PDFs from the old site and put them onto the new site so everything is ready to take the old site down.

- Status of incident fee / legal request. *Kim followed up with the attorney, Geoff Schroeder, this week; sounds like we should plan on having resolutions in place for any fee structures. Chief Bourret reminded the Commissioners*

that the taxes/subscriptions are not sufficient to pay for incident handling/maintenance of the equipment; Commissioners Andreason and Longden both mentioned it's difficult to consider charging people who are already paying taxes or subscriptions; it's difficult to charge more unless there is negligence; additional difficulty for folks who may not have insurance who may at risk for being dropped.

Chief Bourret suggested a video conference with the attorney; invite Josh Ward / Idaho Surveying and Rating Bureau (ISRB) Gary Manning. Commissioner Longden suggested planning special meetings in addition to regular meetings for the Commissioners to continue to work through different scenarios; a special meeting will be planned immediately following the regular meeting in Jan 2026; Kim will reach out to Geoff for an executive session in the Feb 2026 regular meeting and also send along a few notes to optimize the attorney's time:

- *Precedent for charging additional fees to taxpayers/subscribers additional charges.*
 - *Precedent for charging only non-taxpayers/non-subscribers.*
 - *Precedent for securing a District subscription policy.*
 - *Any cases where a District/Fire Department was sued due to charging a fee.*
- *Impact fees, general costs to pursue. Chief Bourret suggested we add impact fees to the list of items to discuss with Geoff since this presents an opportunity to support the District during growth.*
 - *Land use/station planning. Commissioner Longden reminded everyone this is a means for sharing information about long-term planning; Chief Bourret suggested something over the Memorial Day weekend since there will be activities drawing people in. Assistant Chief T Longden is planning to look at Robie Creek, Thorn Creek, Idaho City and other stations for ideas on station use/design then he and the Chief will mock a floor plan to share and use as a means to creating funding opportunities through a non profit.*
 - *Routing of 501(c)(3) donations. Commissioner Longden wants to understand how the District can better track what is donated to avoid confusion; Commissioner Andreason shared designated or non-designated funds can go to either 501: Friends of Placerville or Rural Firefighters Support Fund (RFSF). Commissioner Longden suggested for ease if a designated donation goes to RFSF, then unspecified goes to Friends? Chief Bourret suggested, if there is no chance for a match then send the donation to Friends, if there is an opportunity to grow the donation through a match then send that RFSF; but right now there is no one with the expertise to get matching funds so either 501 would work.*

Assistant Chief T Longden suggested the Chief meet with the boards for both non-profits for their input when donations are offered; Linda shared that some monies are designated for specific things and Linda tracks this as part of the treasury process. Assistant Chief T Longden reminded that donations to non-profits need to be written agreements passed to the District treasurer, then the District tracks the use and reports back to the non-profit. Commissioner Longden requested more discussion occur in the next regular meeting.

- *District map / legal descriptions. Kim shared that the County Clerk needed an updated legal description/mapping of the District coverage areas; the maps circulated over email did not include the 2024 annexations into the taxing district; new mappings need to be sent to the State Tax Commission. Kim located the Trail Creek and Queen of Hearts legal descriptions in her personal papers and sent them to Trevor Howard on December 10 and stored the digital copies of the District approval and Boise County approval of the annexations in the secretary folder. The legal descriptions will ensure maps can be updated; Chief Bourret will have a KMZ file built so anyone accessing the maps online can see the boundaries.*

New Business:

- **Payment to My Place for use over winter.***

Motion: Commissioner Andreason moved to pay \$100 for 5 months of use of My Place..

Second: Commissioner Longden seconded the motion.

Vote: Vote: All in favor (2).
Outcome: The motion carried.

- Outline 2026 meeting dates.* *Kim shared a drafted list using the existing pattern of meeting on second Saturdays; discussion about removing email address from the list... Kim will remove the email address then contact Idaho World for posting and post the document on the website and at designated physical locations in advance of January regular meeting. Once the new website is ready, Kim will update the website version of the list and make new copies for the physical locations.*

Motion: Commissioner Andreason moved to accept the dates as presented with the removal of the email address.
Second: Commissioner Longden seconded the motion.

Vote: Vote: All in favor (2).

Outcome: The motion carried.

- Maintenance personnel.* *Chief Bourret suggested a weekly checklist of maintenance items that he and the Assistant Chief will work on; they will recruit a person and make sure the list is getting done. This is intended to ensure batteries don't drain over winter; vehicles are started up and checked each week, fluids are at level year-round, etc. Discussion around \$100/mo for 1hr/week.*

Motion: Commissioner Andreason moved to approve \$100/mo for maintenance of the trucks and a weekly checklist including starting the trucks.

Second: Commissioner Longden seconded the motion.

Vote: Vote: All in favor (2).

Outcome: The motion carried.

- Subscription fee policy.* *No action taken. Kim shared the Information Commissioner Barber sent via email: lack of documentation or known resolution for the current policy. Commissioner Longden shared that folks off Ophir Creek used to pay a subscription fee and wanted to be a subscriber. Kim will add this to the communication for Geoff.*

* = Action Item

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

- Alice: Do we have a date for the 4th of July? Friends will be coordinating with Shane Chesnut; Commissioners will check with Centerville.
- Tom: Has the topic of donations come up in the Fire Chiefs' meetings? Assistant Chief T Longden shared there's two types of fire department: taxing districts (like Placerville), and corporations (like Centerville). Government entities must have 501s so they can receive donations; tax district fire departments cannot accept donations. Chief Bourret shared there may be potential to have combined departments such as a county-wide department, where each service-area becomes like a battalion on behalf of the County department to keep things simple.

Administration Calendar Pending Requirements

- Secretary of State
- 23-24-25 Budget

Request for Future Agenda Items

- Discussion donation routing.
- Special meeting in January after the regular meeting - discussion about fees.
- Executive Session February with the attorney, Geoff.

Executive Session

Commissioner Longden closed the regular meeting at 11:37 and called an executive session to discuss grant writer/financials for this position. Executive session called to order at 11:38 am. No action taken.

Commissioner Longden adjourned the executive session at 11:50 am.

Adjournment

Commissioner Longden adjourned the meeting at 11:51am.