

**Placerville Fire Protection District  
Regular Commissioner's Meeting Minutes  
January 11, 2025, 10:00 am City Hall**

Newly appointed Fire Commissioners Rick Barber and William Longden were given the Oath of Office by Secretary Andreason, New Commissioner Rick Barber then administered the Oath of Office to newly appointed commissioner Tom Andreason.

10:00 am: Commissioner Rick Barber called the meeting to order, and a Quorum was established.

Commissioners present (Rick Barber, William Longden, Tom Andreason)

Staff Present: (Chief Bourret, Treasurer Nopens, Secretary Andreason)

Pledge of Allegiance

**Minutes:**

- **Correspondence:** Secretary Andreason reported no significant correspondence.

**Chief's Report:** (Water-Apparatus/Equipment-Personnel)

- Trail creek water source tested by Centerville, unable to pull w/tender
- BLM permission needed to deepen Placerville Pond, deepen it and place a pipe.
  - The site would be 2<sup>nd</sup> year-round water source
  - Work on the pond this spring/summer needs to be coordinated with the Attorney
  - There must be an inspection of the new riser once a year
    - The pond will have to be drained to a certain level to achieve this
    - It will take at least 1 week to refill
  - Electrical issues need resolved for pumps to be placed in the pond
- Tender pump needs fixed
  - The Chief was asked to get a list of the equipment needed
- Personnel – we have a few new people interested in joining, Jason was mentioned
- Wild lands 101 course is in March, there will be a refresher also
- 1 call in December was a medical
- All Chiefs in Boise County got called for LA strike teams
  - Firefighters are paid \$1000 a day
    - Benefit to Dept, apparatus gets paid \$2500-\$3500 per day
    - With more personnel, they could get red carded and go out on fire during fire season for more income to the Dept.
- Chief Assoc. is setting up evacuation zones in case of red flag event and will be having an exercise for terrorist acts.
  - Comm. Barber stated there is an old evac plan that was sent to Boise County, Chief Bourret was told by the county they did not have one from Placerville

**Treasurer's Report:** Commissioner Longden made a motion to pay the bills as presented by Treasurer Nopens, seconded by Commissioner Barber. Commissioner Andreason voted yes. The motion passed unanimously to pay the following bills as presented:

Century Link-85.00 estimate – Telephone  
Idaho Power – 200 estimate  
PiTS – Heather Nopens – 175  
Boise Co. – Water/Irrigation – 112.92

Quick Books – 35 – Office (QB)  
Wilderness Wireless – 85 – Internet  
Century Link – 154.88 - Telephone  
Tom Andreason – 300 - Power

Idaho World – 32.64 – Legal Notices      Idaho State Fire Commission – 315.16 – Memberships  
Performance Systems – 206 – Extinguishers      Pits - Heather Nopens – 350 – Bookkeeping  
PiTs – Heather Nopens – 67.67 – Software      Wilderness Wireless – 170 - Internet

- IFCF Due the 17<sup>th</sup>
  - Commissioner. Andreason and Karen Andreason offered to take care of it and be reimbursed so that it was not late
- Commissioners need to fill out paperwork for AD&D insurance for each fireman listed on paperwork
  - Paperwork needs to be kept at the fire station
  - Current paperwork shows 8 Firemen
- Heather has file box for info with her at all times
  - Com. Longden stated the office needs to be locked and secure so all paperwork and bills are in one place.
  - Com. Andreason will be reimbursed for the power bill he paid.
  - Power bill sends that payments were made through email
  - Wilderness Wireless is late
  - Quick books came out of Heather's account, and she needs reimbursed.
  - She requested an executive session today
- Submitted comptroller SO approval for taxes to get taken care of
- The money coming in since last meeting
- Motion for approval to pay bills was seconded and passed.
- **Secretary's Report: Grants:** Secretary Andreason stated that there was no new information on grants

#### Old Business:

- Subscription Policy Plan – letters need to be sent to those wanting to be part of PFPD but are not being taxed
  - Need a way to send letters out
  - Need to decide cost of service for those not subscribed the old amount that was approved was \$3000-\$3500
    - Discussion ensued
- Report on action to make voting subdistrict of PFPD
  - 3 – Placerville, 2- Star Ranch 2&4, 1 – The rest of Star Ranch with Harris Creek the dividing line
- Old Policy and Procedure Manual needs to be gone through by next month and we will discuss it and make changes

#### New Business:

- Solicit community for new secretary
  - Advertise in newspaper, on FB pages, for 2 running
    - Karen Andreason on the .com website
    - Chief Bourret on FB pages
- Pump on tinder needs replaced not repaired
  - Approx \$5000 not sure of time limit to get it need labor amount also
  - Yearly vehicle maintenance is \$6000, need to transfer money
  - Needs to be resolved by next meeting
  - Firefighters are not for repairing equipment and vehicles
  - Can move budget items to make it work
- Pre-approval for little things that need purchased equipment wise?
  - Discussion ensued
  - Alice was nominated and accepted to be purchasing agent and will be getting a debit card
- Radio issues
  - Give radio to Rick for repair

#### Action Items

- After discussion, Commissioner Barber stated that the policy for out of area costs needs to be reviewed and the fees need to be looked at and make a decision.
  - Need a policy for subscriptions
  - Need a policy for non-subscriptions
  - Need a way to get a list of people and addresses
- Taxing district form
  - Sub 1, Com. Longden in office from 01/01/25-10/01/25 then run for a 4-year term
  - Sub 2, Com. Andreason in office from 01/01/25-10/01/25 then for 3-year term then 4 years thereafter
  - Sub 3, Com. Barber Serving out 3 years of 4-year term then possible general election re-run
    - So no 2 people are out at 1 time.

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

- Alice offered to pay Wilderness Wireless bill for reimbursement, so it is not shut off
  - Working on Auction for July 5<sup>th</sup> donations
- Phoebe – extinguisher checks just happened
  - They charge a minimum destination fee to each entity
  - Com. Longden suggested all fire extinguishers be collected and brought to fire station so only 1 fee.
  - There needs to be a better job of letting everyone know when they are coming up
  - Jens Jenson mentioned changing to Oxarc, they don't cost as much and do better
- City agreed to pay part of the Wilderness Wireless bill and need a written agreement.

**Administration Calendar Pending Requirements:** Next required submission.

- Local Taxing District

**Into Executive Session at 11:13 AM**

**Commissioner Barber Adjourned the meeting at 2:55 p.m.**