

**Placerville Fire Protection District  
Regular Commissioner's Meeting Minutes  
June 8, 2024, 1:00 pm Fire Station**

1:03 pm - Call the meeting to order.

Commissioners present: (Nick Couvillier-Sandra Sprague- Clark Cassel)

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

Pledge of Allegiance

**Minutes:** Commissioner Sprague made a motion to approve the Minutes for April and May, seconded by Commissioner Couvillier and unanimously approved by Commissioner Cassel.

**Correspondence:**

- Secretary Andreason reported receiving a FOIA request from Dan Gasiorowski, for Minutes and Treasurers Reports for March and April. March Minutes are posted online. Minutes and Treasurers Reports are here. After today, they will be posted online ASAP.
- A Petition to expand the PFPD southern boundary to include the Trail Creek and Harris Creek development was received. Action is needed at this meeting and the July meeting. See New Business.

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

Treasurer's Report: Commissioner voted unanimously to pay the following bills as presented.

Invoices/Payments Due: Century Link – 64.14 Idaho Power – 100 estimate Quick Books – 21.00 Heather Nopens – 175.00 Glen Willard – 987.50 (2 Inv 525+462.50) Truck Maintenance Clark Cassel –170.79 (3 Receipts) Fuel (67.5+83) & Repairs/maintenance- 20.29 Craig Neville – fuel-420.24.

Beginning Balance 37,717 Payments approved 2,038.67 Checks Outstanding- 1,469.50 Available Funds – 34,209.

**Secretary Report:** After contacting the Sam Help Desk and Federal Service Desk, a correction on the application letter was made and the corrected form will be processed. After Tom is confirmed as the SAM administrator, PFPD can add members so that we always have multiple people representing PFPD in the SAM system.

**Old Business:**

**New Business**

- After discussion regarding how the new sub-division may affect the voting numbers, it was determined that due to 2 Commissioner seats being open in November 2025, there is a need to revise the voting Sub-District Re-Alignment.
- Chief Bourret presented a proposed 2024-2025 Budget to review alongside the worksheet presented by Treasurer. The Chief and Treasurer arranged to meet following the meeting to blend their efforts. They will present their budget to the commissioners. The intended 2024-2025 Proposed Budget will be finalized in the July Commissioner Meeting so the proper Public Notice of Proposed PFPD Budget can be posted in the Idaho World twice before the August Commissioner Meeting.

- Discussed Petition from landowners in new Trail Creek/Harris Creek subdivision to join PFPD and become part of the Taxing District. Proper Public Notice of Intent will be required before commission vote in July. Public input would be allowed in the July meeting prior to the vote.
- Discussion was deferred on additional Budget Item transfer needs.
- Discussed the need for two gas/diesel fuel tanks for supplying fuel for our vehicles.  
Continue to study

**Action Items:**

- Commissioner Couvillier made a motion to assign Commissioner Cassel the task to Revise Voting Sub-District Re-Alignment with a proposed dividing line of Harris Creek as the Star Ranch dividing line. Commissioner Sprague seconded and Commissioner Cassel made it unanimous.
- Commissioner Couvillier made a motion to sign the ICRMP Renewal with the new local agent, Commissioner Sprague seconded, and Commissioner Cassel made it unanimous.

**Public Input:**

**Request for future Agenda items:**

**Executive Session (if necessary):**

**Adjournment:**