Placerville Fire Protection Dist. Inc.
Commissioners' Regular Meeting Minutes
June 13, 2026 10:00 am at Placerville Fire Station

10:07 am - Call the meeting to order.
Commissioners present: Rick Barber, William Longden, Tim Horting. Quorum established.
Staff Present: Treasurer Linda Jones, Secretary Kim Barker
Pledge of Allegiance

Approval of May Meeting Minutes
Review/Amend/Approve the Minutes *

Motion: Commissioner Longden moved to approve the May meeting minutes as presented.
Second: Commissioner Horting seconded the motion.
Vote: All in favor.
Outcome: The motion carried (3-0)

Commissioner Longden revised the order of the agenda; placing topics to discuss with the District's attorney, Geoff Schroeder, at the top of the agenda (Harris Creek Heights; Land Lease for the water pump project), followed by Correspondence, the Chief's Report, the Treasurer's Report, then the Fiscal Year 2026-2027 budget.

New Business:

- Harris Creek Heights - plat progression. * *Commissioner Horting asked Geoff, given the recent shifts at Planning & Zoning and within the Fire District, what would be the next steps for the District. Geoff shared copies of a February 20, 2026 letter to Boise County Planning & Zoning from then Fire Chief Andrew Bourret and then District Commissioner Tom Andreason that discussed a $30,000 voluntary donation from the developer; he went on to say the Chief had the authority to sign the letter at the time he did under provisions of the Boise County Unified Land Ordinance (copies of Section 4.4 and Chapter 5 of the Amended Unified Land Ordinance #2024-02 were presented to the Commissioners for review). Under the County Code, Boise County can accept a waiver of requirements by the Fire Official; the code also discusses the need for an approved fire protection plan, which would require approval from the District Commissioners. Commissioner Horting asked what would happen if the District didn't approve the fire protection plan. Geoff replied denial of a submitted fire plan requires reasons for the denial; if there were concerns about a Fire Official waiving standards going forward, the District could issue a resolution requiring the Fire Official to present such waivers to the District Board for approval. Geoff then summarized that Chief Bourret issued a well-reasoned letter for why the road grade was not a threat to public safety and that he also had authority to issue the letter under the Land Ordinance; going forward the Commissioners can restrict a Chief's authority if desired; the presence of a Commissioner's signature on the waiver is meaningless because the authority of Fire Commission is had only through vote on a motion during a duly noticed meeting; in reference to the voluntary $30,000 payment, it's in the record and the County approved the preliminary plat in March.*

  Commissioner Barber asked about Section 4.4.B.3 (driveway grades). Constituent Andrew Bourret shared the survey for the variance was for main road only. Commissioner Barber then asked, hypothetically, if the District would be liable if the sub-division had a ¼ mile, 18% grade driveway. Geoff replied the District would not be liable for that driveway.

  Commissioner Horting asked whether the District should leave the $30,000 alone until the fire plan is written and approved. Geoff replied yes. Tom Andreason recalled that when he looked at the map, there were a few lengths of road barely over 10% with one close to 11% as best as he can remember; there is a >12% on the main road to Placerville so the thinking going into the letter was the County was going to approve the variance no matter what. Geoff shared some additional County Code references where steeper driveways may also be waived by a Fire Code Official if life or safety not be adversely affected; he suggested the Commissioners review the sections where Boise County Code indicates the Fire Official has authority to do something to determine whether the Board desires scrutiny of anything prior to the Fire Official submitting anything.

Commissioner Barber asked the impacts of Alex Gross' resignation on the timeline for the subdivision progression; Geoff doesn't know the timeline, it would fall to Sosa and the developer.

No action taken.

Old Business:

- Water project - land agreement. * *Commissioner Longden asked Geoff about a request from Baunhoff & Company LLC to add a $2M insurance plan for one of the LLC members. Linda shared that we are covered under an ICRMP policy. Geoff summarized that a "named insured" is not necessary or permissible; if the lessor is harmed, they file a claim and the insurance covers, if they were a named insured then that is tantamount to the District buying a named individual an insurance policy, which is unlawful. Geoff suggested we might articulate in the lease agreement that the District will add the leased land to its current ICRMP policy. Linda shared that ICRMP will do all investigating to ascertain the District is liable before a payout.*

  Geoff asked about an earlier email referring to 501(c)(3). Kim clarified that since the refund language was removed from the lease agreement, the District would secure a designated donation as payment for the land to avoid that money coming out of tax payer coffers. The Commissioners discussed holding collection of the donation until the final agreement is signed/approved. Kim will add a statement about the District's insurance and some language indicating the agreement can be signed in counterparts to avoid everyone having to be together to sign the agreement. Commissioner Longden thanked Geoff for his time; Geoff, in turn, shared that the District was in good hands with Garrick Nelson and impact fees.

  No action needed.

Correspondence

Staff/Commissioners will review relative correspondence.

Linda shared

- All the Air St Luke's memberships are in.
- The new structure truck is insured under ICRMP.
- ICRMP renewal estimate will be increased to $3,794.00 (versus $3,720.00); once the land lease is secured and that property added, the increase may be a bit more. The Board discussed whether assets would need to be re-evaluated; there isn't record of when values were last evaluated. Commissioner Horting asked who values the trucks; Chief T Longden shared that the District does, the vehicles are insured at replacement value.
- Received a copy of the service fee notices for the Garden Valley Fire District that were posted in the Idaho World.
- Received the plates for the new structure truck.
- Kim received her certificate for Tax Commission budget training.

Chief's Report

Since the last meeting we have had 4 calls. All were medical emergencies.

Going into Summer, Chiefs and State Fire Officials are having conversations about fire weather; we are about a month ahead of what fire forecasters thought the Great Basin might be; this is about what they thought July might look like. Fire danger is severe for most of the state. There's also conversations about how we handle auto-aid agreements with the County; we'll collaborate with Bruce Baumhoff on some standard operating procedures (SOPs), once set up and Board approved, we can go to County; County will have a sheet for each District, tone out Departments, Departments respond with apparatus ready, if additional apparatus is necessary, dispatch will tone out the next proximal entity. Outside of Centerville, Placerville Fire District may not get many auto-aid calls because we are so far away from everyone else. For Placerville, after Centerville is toned out, Idaho City would be the next tone out for the Placerville auto-aid. Idaho City was in Placerville Fire District in approximately 36-minutes when Star Ranch, Unit 4 had a structure fire last year; they were in a specialized truck with 3,000 gallons water, and classified as a type 2 structure engine (this engine is typically the mutual response engine).

The burn ban went into effect in Boise County June 2, which means no open burning is permitted in Boise County outside of incorporated city limits; people living within city limits should check with their city to learn what their burn ordinance is. The Chief shared that Councilman Cassel with Placerville mentioned to him that Placerville City passed their burn ordinance, but the Chief has not seen it yet. No burn permits will be issued by the Idaho Department of Lands until after the ban lifts in October. There have been several smaller wildland fires in Boise County with the larger being in Thorn Creek drainage (lightning strike), which came after the Mountain Home fire which burned multiple dwellings. Chief T Longden advised community members calling 911 if a wildfire is spotted to ensure local resources are toned out.

Trail Creek dry hydrant: Chief Longden would like to purchase the pipe and two fittings needed to make it so trucks and just pull up to the hydrant, hook up a hose and start pulling water rather than running lines down into the hydrant. The fittings will be 4” riser (tender, structure trucks) and 2” riser (wildland engines, structure); this improves usability of the hydrant, which is currently a 6” and only the structure engines would be able to use that. Commissioner Longden asked if the Chief had contacted Mike Berg as a resource for the pipe. The Chief responded he could talk to Mike, but the expensive part will be the national hose fittings. The Chief estimates the cost may be around $400.

Training: Classroom training on structure fires with Centerville is finished; still some hands-on training that the Chief and Rick Martin, Centerville’s Training Officer. Back to routine Thursday night training schedule. A new volunteer who worked with the Department over Memorial Day weekend has joined; he is a former truck driver, and now the Department’s second tender operator. The Chief thanked Kirk (present in the meeting) for joining.

Grants: Filed for the annual Idaho Department of Lands grant to round out communications equipment. If approved, the District can get $15,000.00 in radio equipment; the District’s match will be $1500.00;. This will be next fiscal year since the grant is not awarded until November. The District may be getting on board with a regional FEMA grant that the Chiefs Association is filing for radios; Chief T Longden only intends to ask for the bare minimum (4 hand-helds) since the FEMA grant overlaps with the Idaho Department of Lands (IDL) grant, and the request under the IDL grant is much more extensive. The Chief is also working with Tom Andreason on the annual FEMA Assistance to Firefighters Grant (AFG) for full sets of turn-out gear for every firefighter; comes in under $75,000, which means the competition is less steep and chances of receiving the award are greater. Our newest turn-outs are 8-years old; the Chief will get some call logs from Commissioner Barber then the grant will be ready to file. There is a 5% matching fund on the FEMA AFG grant; Friends of Placerville 501(c)(3) had a $4,000.00 donation designated for PPE, which can be used so no additional match from the District will be needed.

The IDL Fire Warden for our district sent an MOU for engine 442 (deuce and a half) stating IDL won’t pay for maintenance on it since the District has the engine. The MOU is now signed. The Chief will also complete two surplus request sheets through IDL for a Type 6 and a Tender; no guarantee these would come through but it puts the District on a list to get called if something comes in.

The ISRB inspection starts August 10 and the District has 60 days to gather and organize the required info (training records, inventory). Andrew Bourret volunteered to initiate an inventory database that will produce reports in the format IDL wants. The Chief expressed thanks to Andrew for his time and continued dedication to the District.

Apparatus/Equipment: Engine 405, our recently acquired Type 2 engine, suffered a catastrophic engine failure on May 30 when driving it to the maintenance shop; it overheated, we stopped and let the engine cool, then continued driving;approximately one quarter mile later the engine overheated again. Commissioner Longden contacted the seller; the seller replaced the heads but the cylinder liners were not replaced at the same time; the Detroit shop in Boise reports the cylinder liner O rings were wrecked as a result. Currently, awaiting a decision from ICRMP whether this is covered; still in contact with Detroit ($52K to retrieve the truck, rebuild the motor, assuming all the parts are obtainable … 80% chance of getting the parts given it’s a tier two engine). Commissioner Horting shared, the general manager at the Smith Detroit shop stepped up and offered to work on the engine and get the cost down to the minimum. Commissioner Longden asked if ICRMP would "total it"? Commissioner Horting and Chief T Longden both said it's possible ICRMP would; there is already an open claim on the windshield with ICRMP. The Chief said the District still has engine 401 (the 2WD structure truck). The Chief suggested lowering the deductible at ICRMP to increase the maximum payout so catastrophic incidents are more likely to secure replacement. ICRMP has policies with lower deductibles, at a higher annual cost. Commissioner Longden mentioned these things need to be balanced; Commissioner Longden asked Linda to identify the policies available; Chief T Longden mentioned the next year's budget has been designed around apparatus failure and insurances; the District has the same operational capacity as always since the failed engine was not yet in service, the District is just out the money for the time being. Commissioner Barber shared he's all for rebuilding the engine; he asked if anyone pulled the oil filter on the truck. Commissioner Horting shared he decided to not cut it open after getting the oil sample report from Western States. The Chief read from the report, "...copper 132 parts per million; iron at 152 and zinc at 447 parts per million". Commissioner Longden then thanked Commissioner Horting for his assistance on the matter.

The Chief ended his report, "All the other apparatus are in top notch condition."

Treasurer's Report

Linda was in contact with an insurance adjuster who looked at the vehicle impacted by the radio battery fire last year; no compensation will be paid out to the personal vehicle destroyed by the battery that caught on fire. ICRMP would cover only if the firefighter needed the vehicle towed, but because the firefighter was in a personal vehicle and not in route to an emergency the destruction to personal property will not be covered per policy.

Checking account and bank account balances reconciled and purchasing account balance reconciled. All approved expenditures cleared the bank leaving approved expenditures of $231.19 outstanding. New revenue from Boise County received and deposited; Placerville City for cost sharing was deposited. Expenditures that were approved, written, and reconciled for the month:

Google	$ 67.20	work space
Idaho Power	$ 198.22	electricity
Century Link	$ 74.53	911 phone
Wilderness Wireless	$ 85.00	wifi
Fred Meyer Gas	$ 31.07	fuel
Mongolian Grill	$ 82.62	405 (Husky trip)
Walmart	$ 98.66	office supplies
Mountain Towing	$4,173.75	405 pullout
MSBT Law	$ 360.00	Lawyer
Hot Rod's Repair	$ 285.00	vehicle repair
Air St. Luke's	$ 715.00	membership
Jens Jensen*	$ 196.19	fuel & fluids
Idaho Transportation Department	$ 23.00	405 registration
Chevron	$ 85.47	fuel
Idaho Power	$ 164.32	electricity
My Place	$ 5.60	starter fluid
	$6,645.63	

*Unreconciled

Chief T Longden asked if the off-road incident was on record at ICRMP; Linda confirmed it was and hoped ICRMP would pay for the towing. Smith Detroit and ICRMP agreed that the jarring of the crash may have dislodged something in the engine that led to the catastrophic failure. Linda and Tyller discussing getting fuel cards; per policy, each engine is to have a fuel card which is problematic; the Chief suggested the purchasing agent policy get redrafted to permit the Assistant Chief to have access to the purchasing account, which would avoid having to reimburse for purchases made on personal accounts. The Chief will work on redrafting the policy for the next meeting.

> **Motion:** Commissioner Longden moved to approve the treasury report and bills as presented.
> Second: Commissioner Barber seconded the motion.
> Vote: All in favor.
> Outcome: The motion carried (3-0)

New Business:

- 2026-2027 Budget discussion. *Constituent Tom Andreason shared copies with the Board. In reference to the drafted budget, Chief T Longden stated that changes included placing fittings, hoses, etc., and communication gear all in the Equipment line item versus communication gear under the Apparatus line item. Commissioner Horting asked about the $6K under Chief's Fund; the Chief responded that it's similar to how the purchasing agent's account works as a "carry over slush fund" … next year, that line item may have more funds and can be used to cover other line items; it works like a reserve but it lives in the operating budget and can serve as a mechanism to build savings. The Reserve line item is also used for matching funds for grants that require it. Constituent Andrew Bourret shared he attended the special fees meeting for Garden Valley and learned from their Treasurer that "set asides" work differently now due to new legislation.*
- Discussion: District at large. *Kim and Tom summarized the intent of the discussion: continue as a three sub-districts or go through the process to operate as a single District; such a change would likely impact how Board elections occur. Commissioner William asked to continue with this discussion next month.*
- Assistant Chief and Captain appointments. * *Chief T Longden recommended Jens Jensen for Assistant Chief, who is in Twin Falls for an emergency; and Ben Zupan as Captain, who is currently away. The Chief confirmed each is in agreement with the recommendation. Discussion followed and everyone agreed to hold approving the Captain position until Ben returned.*

> **Motion:** Commissioner Longden moved to accept the Chief's recommendation for Jens Jenson as Assistant Chief.
> Second: Commissioner Horting seconded the motion.
> Vote: All in favor.
> Outcome: The motion carried (3-0)

- Star Ranch Pilot Project contract. * *Chief T Longden summarized the mitigation project initiated out of a partnership between Bruce Baumhoff and Jordan Jones' office to perform specified mitigation efforts in the Star Ranch area for payment of $1500, of which a certain portion would be used for heavy equipment operation; neither former Chief Bourret nor the Chief had any knowledge of the plan. The contracts were approved by Boise County Board of County Commissioners without any information sharing and with an impending due date "...by July 6". Commissioner Horting shared that last year Jordan passed through the common ground in Star Ranch Unit 2 when he and Mike were doing mitigation under the advice of Jordan; their HOA signed a project plan agreement with the County. This led to Jordan and Baumhoff's plan for mitigation along Harris Creek illustrating different mitigation measures.*

  Without greater clarity, the Chief is not going to ask firefighter volunteers to mitigate; Commissioner Horting agreed without additional clarification, the District should not move forward. Kim and the Chief discussed the County contract requiring the County be listed as an insured, which is not permissible.

  Chief T Longden and Commissioner Horting will meet with Jordan to determine what might work for District mitigation in the future. Andrew Bourret shared that the Federal Title 7 funds tagged for the mitigation project, were the reason for some of the "unusual" contract language.

  No action needed.

- Appoint an Authorized Organization Representative (AOR) for FEMA Grants Outcomes. * *Chief T Longden confirmed he's able to access FEMA GO and SAM. The FEMA notifications came late this year, and there wasn't enough time to get a grant writer into SAM, but Tom and the Chief can get in; currently, Tom is working on a FEMA grant. Kim read from resolution 2026-A-6 giving formal approval for Tom (Thomas) Andreason to act on behalf of the District for grant writing purposes.*

    Motion: Commissioner Longden moved to approve resolution 2026-A-6.
    Roll call vote: Commissioner Barber, yes; Commissioner Longden, yes; Commissioner Horting, Yes
    Vote: All in favor.
    Outcome: The motion carried (3-0)

Old Business:

- Impact fees. Advisory Board appointments. * *Constituent Garrick Nelson shared that there are five qualifying members of the community that can serve on the Impact Fee Advisory Board: Lee Van Natta, Nathan Snyder, Matt Houle, Matt Steers, and Rick Donovan. Next steps: Garrick will start working with the Commissioners to put a Capital Improvement plan together then the committee can advise on where impact fees may apply.*

    Motion: Commissioner Longden moved to approve and adopt the Impact Advisory Board members as stated.
    Second: Commissioner Horting seconded the motion.
    Vote: All in favor.
    Outcome: The motion carried (3-0)

- Incident fees: Out of district subscriptions / map review. *Commissioners to review a District map, parcels meeting requirements as outlined in Idaho Code § 31-1431, and consider potential outreach for opt-in contract coverage.*
- Policy & Procedure Manuals Discussion / Additions / Revisions. *
    - Social Media
    - Passwords
    - Digital Records (Retention, Public Requests)
    - Purchasing agent policy *The Chief will redraft this policy for next meeting*

    Chief T Longden said the operational and job description sections of the digitized manuals look good. Commissioner Longden asked the Board to review the main policy for the next meeting.

        Motion: Commissioner Longden moved to approve the Social Media, Passwords, and Digital Records policies as last shared by the secretary.
        Second: Commissioner Horting seconded the motion.
        Vote: All in favor.
        Outcome: The motion carried (3-0)

- Modernization plan. * *Chief T Longden summarized the changes to the last approved version; Kim will post the modernization plan in the Governance section of the website and in the footer menu.*

    Motion: Commissioner Barber moved to approve the updates as presented.
    Second: Commissioner Longden seconded the motion.
    Vote: All in favor.
    Outcome: The motion carried (3-0)

- Vehicle Sales / Purchases. * *Chief T Longden shared Shopgarage and Brindlee will have contracts for posting apparatus for sale on their platform; these can be reviewed and approved in the next meeting. Kim read from 2026-A-4, citing the authorization, method, and approval for the Fire Chief to dispose of Rescue1; Kim will request posting of public notice of the sale in Idaho World.*

Motion: Commissioner Barber moved to approve resolution 2026-A-4.
Roll call vote: Commissioner Barber, yes; Commissioner Longden, yes; Commissioner Horting, yes
Vote: All in favor.
Outcome: The motion carried (3-0)

* = Action Item

Public Input

None

Request for Future Agenda Items

- Discussion: District at large.
- Impact fees.
- Incident fees: Out of district subscriptions / map review.
- Policy & Procedure Manuals Discussion / Additions / Revisions. *
    - Purchasing agent policy
- Vehicle Sales / Purchases. *
    - Rescue1 sale posting

Executive Session

Executive session §74-206 (a)(b) *

Per Idaho code section 74-206 (b), Chief T Longden requested an executive session to discuss fire personnel. Commissioner Longden moved to enter an executive session.

Roll call vote: Commissioner Longden, yes; Commissioner Barbe, yes; Commissioner Horting, yes.
Outcome: The motion carried 3-0.

Commissioner Longden called the executive session into order at 12:30 pm. Commissioner Longden called the regular meeting back to order at 12:32 pm. No decisions were made.

Adjournment

Commissioner Longden adjourned the regular meeting at 12:33 pm.

MINUTES APPROVED by the Board of Commissioners of the Placerville Fire Protection District this 11th day of July, 2026

William Longden, Chairperson

Kim Barker, District Secretary