

Placerville Fire Protection Dist. Inc.
Commissioners' Regular Meeting Agenda
July 11, 2026 10:00 am at Placerville Fire Station

10:00 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 June Regular and Special Meeting Minutes

Review/Amend/Approve the Minutes *

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)

Correspondence

Staff/Commissioners will review relative correspondence.

- Mary Prisco, Boise County: 2026-2027 new construction preliminaries for estimated tax revenue, final numbers will be sent about the last week of July; 2026 L2 is now available for the District to complete; Boise County will levy the Idaho Power judgement amount.
- Phil McCrain, Idaho Secretary State Independence Day: closed for extended holiday break.
- Idaho Transportation District: comments open for planned projects through July 31, 2026.
- ICRMP adjustor, John Bintly: claim closed on the structure truck since it falls under the deductible (unclear which claim, the one for pulling out the truck or for the catastrophic engine failure). Chief T Longden shared the District is paying for \$30K of coverage on the truck, with a \$25K deductible, so the Chief asked Linda to follow up on the 5K expected. Commissioners Longden and Horting and the Chief discussed having Linda contact ICRMP for information on revaluing the engines and lowering the deductible before the budget meeting.
- Correspondence from Alice Steffensen (to be covered under the treasurer report).
- Idaho Department of Lands letter for grant application: Awarded 10K for communications equipment.
- Idaho Power pump station: July 29th presentation of a monetary donation to the Rural Firefighter Support Fund 501(3)(c) for running power to the new pump station at the mailboxes. Commissioner Horting will schedule something in the evening and on site; reaching out to local news stations.

Chief's Report

Two (2) medical emergency calls since the last meeting.

The nation is at a National Preparedness level 4 (PL4), meaning firefighting resources are heavily committed across the country, with personnel and equipment being assigned based on national priorities; this can lead to longer response times for additional resources as they are shared between regions experiencing significant wildfire activity. The monthly report from the National Interagency Fire Center in Boise (July 10) states that this year to the date of the report there have been 38,541 wildfires nationally that have burnt 3,445,499 acres of land (about a half million above average for this time of year).

Fire activity in the Great Basin is picking up. Fire on July 3rd ignited on the east side of highway 21 at the animal overpass burned a few hundred acres of grassland in the Robie Creek Fire District, as well as the Claremont fire in Ada county which has burned over 6,000 acres, and caused evacuations for parts of the Robie Creek district.

Traditionally the Boise Basin begins seeing fire activity shortly after the corridors of highways 21 and 55. Firefighters will be on high alert now through September.

Autoaid: Dispatch has difficulty toning out two Districts due to the console functionality; Placerville and Centerville will get each other's text pages; if fire alert, firefighters will go to the station for follow up. The Chief will work to set Placerville District pagers to receive Centerville tones; Commissioner Barber will assist. The Chief will discuss a Standard operating Procedure (SOP) later in the meeting in regard to handling the auto-aid chain of command. Once an SOP is in place, Bruce Baumhoff and the Chief will write a separate Memorandum of Understanding (MOU) between the two Districts year-round for fires (the County auto-aid agreement will still be in place and active during the burn ban). Auto-aid may improve the District's Idaho Surveying and Rating Bureau (ISRB) ratings because Centerville is close, Placerville can claim their resources (and vice versa).

Trail Creek Hydrant: Purchase of the needed fittings for the dry hydrant on hold due to July 4th celebrations and auto-aid taking precedence.

Personnel: Since the last meeting another volunteer signed up; he is an expert in confined space and high angle operations, and served his career as a safety officer for oil rigs both on and offshore, as well as serving in the US Army; he has previously served as an EMT with EBCAD, and has proven himself as an asset to the community through his knowledge and eagerness to learn and understand first response. This brings the volunteer roster to 13.

Training: Weekly training exercises of hands on drills with engines, hoselays, etc, to stay prepared for fire season; next month the team begins a cycle of every other training event being a cooperative effort between Placerville and Centerville to further unit cohesion, cooperation, and joint operations. Good training attendance with 80+ hours of training year to date.

Grants: The District has been awarded \$10,000 through the annual Idaho Department of Lands (IDL) grant program to further the modernization of the District's radio equipment; the Chief intends to purchase four (4) Kenwood handhelds, three (3) Kenwood mobiles, and six (6) pagers with the grant. Commissioner Longden asked about giving old equipment to other Districts; the Chief responded that the District has few duplicates and the volunteers can have them back-ups, or they can be used to cover new volunteers. The District was also able to get onboard with the regional grant that the Boise County Fire Fighters Association (BCFFA) filed for through FEMA for new radios. The Chief applied for four (4) handhelds through that program as well; it's unknown whether that grant has been awarded yet. Linda confirmed the IDL grant is \$10,000 up front for the District, then IDL returns 90% back to the District once equipment purchased and the Chief signs-off; she added that Gravity Works out of Cascade donated a bucket of valves, fittings, etc. for wildland; Chief T Longden placed a value of about \$1,500.00 - \$2000.00 on the donation.

ISRB Inspection: The start date for the District's Idaho Surveying and Rating Bureau inspection is August 14th. The Chief is in contact with other chiefs to better understand how to submit information to the ISRB. The Chief continues to work with Firefighter Bourret to organize training records in the format required by ISRB; the way the organization software is set up will permit grant writers to also access the information they need for grants.

Apparatus & Equipment: No action has been taken on fixing engine 405 since the District is still pursuing options. Commissioner Horting working on getting an auxiliary pump running on the 401. The Chief will have someone looking at the power steering pump on engine 441.

Treasurer's Report

Checking account and bank account balances reconciled and purchasing account balance reconciled. All approved expenditures cleared the bank leaving approved expenditures of \$213.19 outstanding. New revenue from Boise County received and deposited; Placerville City for cost sharing was deposited. The purchasing agent accidentally placed a purchase on the District card saved in an Amazon account and sent a check to the District to cover the purchase.

Google	\$ 67.20	workspace
Century Link	\$ 74.50	911 phone
Wilderness Wireless	\$ 85.00	wifi
Idaho Power	\$ 109.92	electricity
Amazon	\$ 80.99	office supplies

Cobblestone Car Wash	\$ 15.00	Toyota appraisal
Zupa	\$ 30.91	lunch appraisal
Exxon	\$ 73.00	fuel
Walmart	\$ 18.39	office supplies
	\$ 554.91	

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)

Amazon purchase is for toner for Linda's personal printer because the District's HP printer/scanner is having issues with the HP sim card toner cartridges.

Commissioner Longden asked about the Idaho Department of Lands \$10,000 grant and in reply, the Chief said a budget resolution could occur in September to pull money from Personnel/Training into the Communications line item to handle the \$1,000 match that the grant requires of the District. Commissioner Horting asked about "Chief's Projects" on the current budget; Chief T Longden responded it was previously called "water project" for the dry hydrant work; this year, the District transferred money from that line item to vehicles for the purchase of the new structure truck; going forward, that line item will be similar to the purchasing agent account (like emergency purchases or unexpected purchases of gear for new recruits).

New Business:

- Auto Aid agreement with Centerville. ** Chief T Longden provided drafts to the Commissioners and reviewed changes that he'd like to make; the Chief also discussed splitting Standard Operating Procedures (SOPs) and the relevant set of policies into another booklet specific to Fire Operations that can be distributed to the volunteer firefighters. Commissioner Barber suggested a change in Section 9. Kim summarized the changes applied to the SOP draft during the meeting.*

Motion: Commissioner Longden moved to accept the Chief's Auto-Aid SOP with corrections noted.

Second: Commissioner Barber seconded the motion.

Vote: All in favor.

Outcome: The motion carried (3-0)

Old Business:

- *Chief T Longden requested for the Chair to amend the agenda to discuss the Captain position since Ben Zupan was in attendance.*

Motion: Commissioner Longden moved to amend the agenda to discuss Captain candidate Ben Zupan.

Second: Commissioner Barber seconded the motion.

Vote: All in favor.

Outcome: The motion carried (3-0)

Commissioners asked questions of Ben to gain insight into his qualifications; Ben responded and expressed agreement to serve as Captain and to be on the ground assisting in training and on scene. An action item for the Captain position will be on the next regular meeting agenda.

- **Motion:** Commissioner Barber moved to amend the agenda to discuss District project priorities.

Second: Commissioner Horting seconded.

Vote: All in favor.

Outcome: The motion carried (3-0)

Commissioner Barber summarized the need for having priorities outlined for the different efforts toward stations (Brassey property) or pump development (dry hydrant); Commissioner Barber stated the District needs to identify

if it's a goal to have emergency generators at Trail Creek and the new Pump Station #1 at Mud Flatts. Chief T Longden summarized the dry hydrant was a requirement for the approval of the preplat on the Trail Creek subdivision; the District does not have legal access for developing the water resource, yet Fire Chief's have the authority to pull water from any source in an emergency situation so there may not be reason to put money into additional development at this time.

When the final fire protection plan for Harris Creek Heights comes around, Chief T Longden intends to ask for ownership of the dry hydrant so the District has control of the resources needed for fire protection. Bruce Baumhoff and Commissioner Horting shared that the hydrant was not built to be a pump station with a high-volume pump (there is no sump). The Chief shared the drafting test performed by Custom Pump at Trail Creek resulted in pump cavitation; the test pulled below the required standard for fire fighting. Discussion about Idaho's Property Insurance Rating Organization (ISRB) ratings and lowering maybe half a point with legal inclusion of the dry hydrant, but to drop below a 7 is only possible if there is also a pressurized hydrant system with 1,000 feet of every home. Commissioner Longden pointed out that in a recent Idaho World it was mentioned that the Trail Creek dry hydrant had been donated to the District; the Chief responded that the statement was not correct. Commissioner Longden shared he did not want people thinking the District could start putting money into a project at Trail Creek since the District does not have legal access or ownership of the property. The Chief shared that the current hydrant is only usable as a draft site and worthy of the couple of hundred dollars needed to get the stand pipe and fitting installed; that it would take thousands of dollars to refashion it into a pumping station. Commissioner Horting and the Chief agreed the Trail Creek hydrant is a moot point in its current condition.

Commissioner Horting asked if an empty truck had been filled at the dry hydrant; the Chief responded the hydrant test resulted in 240 gallons/minute so it would take 20-30 minutes to fill a truck, which is less than the ISRB requirement of 250 gallons/minute. The Commissioners agreed the dry hydrant won't be prioritized for anything other than a drafting site. Commissioner Barber asked about Brassey's Can Creek property; Commissioner Longden shared he is still in contact with the Brassey family and working with Carolyn to draft what will be sent to the rest of the Brassey family so conversations and engagement are ongoing. He Chief reminded the Commissioners that after the pump station at Mud Flatts that the Can Creek property was the next priority.

- Discussion: District at large. *No discussion. Remove from the next regular meeting agenda.*
- Discussion: Impact fees. *Garrick was not available today. No discussion.*
- Discussion: Incident fees/out of district subscriptions. *Commissioner Longden shared he's watching the Garden Valley fire commissioner meetings to learn and prepare for the Placerville Fire District impact fee work; citizens were expressing concerns about how high the impact fees are. Chief T Longden suggested focusing on out of District service areas fees that follow state fee schedules, advertise the fee schedule then explore annexing properties into the District to increase the District's tax base. Commissioner Barber suggested the service fees should also apply to incidents that occur in the District by people not from the area.*

The Chief emphasized incident fees should take precedence over subscription fees, but not be prioritized over impact fees since this work has already gotten started.

- Policy & Procedure Manuals Discussion / Additions / Revisions. *
 - Purchasing agent policy *The Chief will prepare this for next month.*
 - Digitized policy manual *No discussion. No action taken.*
 - Digitized standard operating procedure manual *No discussion. No action taken.*
- Vehicle Sales / Purchases. * *The Chief presented the sales agreements for posting Rescue1 online with Garage and Brindlee for \$16,000; there is a 10% commission should the vehicle be sold. The Chief received no inquiries from the Idaho World posting. The skid unit appraisals came in under \$10,000; the Chief would like to post in the Idaho World for \$8,000 or best offer.*

Motion: Commissioner Longden moved to approve the posting of Rescue1 at the online retailers.
Second: Commissioner Horting seconded the motion.

Vote: All in favor.
Outcome: The motion carried (3-0)

Motion: Commissioner Longden moved to approve the posting and sale of the skid unit for \$8,000 or best offer.
Second: Commissioner Horting seconded the motion.
Vote: All in favor.
Outcome: The motion carried (3-0)

* = Action Item

Public Input

Ben Zupan shared inventory practices he’s learning about (Google docs inventory of trailers and equipment with checklist sheets) that would be good to implement. Commissioner Horting shared he has inventory sheets for Boise Fire engines that might serve as a model too.

Request for Future Agenda Items

- Budget Meeting. *
- Approval of Captain. *
- Discussion: Impact fees.
- Discussion: Mobile radios for purchase. *
- Vehicle Sales / Purchases. *
- Auto-aid agreement with Centerville. *
- Pump station #1

Adjournment

Commissioner Longden adjourned the regular meeting at 11:57 am.

MINUTES APPROVED by the Board of Commissioners of the Placerville Fire Protection District this ____ day of _____, 2026.

William Longden, Chairperson	Kim Barker, District Secretary
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