Placerville Fire Protection Dist. Inc.
Commissioners' Regular Meeting Agenda
August 8, 2026 10:00 am at Placerville Fire Station

10:00 am - Call the meeting to order.
Commissioners present: Rick Barber, William Longden, Tim Horting (by phone). Quorum established.
Staff Present: Treasurer Linda Jones, Secretary Kim Barker
Pledge of Allegiance

Budget Meeting

- Budget Meeting. *

10:00 am - Commissioner Longden opened the budget meeting. Quorum established.

Constituent Tom Andreason presented copies of the proposed budget as posted in the Idaho World. Kim prepared Budget Resolution 2026-A-7, which summarized the budget information posted in the Idaho World.

Public Input: No public input was provided.

Motion: Commissioner Longden moved to approve the budget as presented along with 2026-A-7 Resolution for Budget 2026-2027.
Roll call vote: Commissioner Barber, Yes; Commissioner Longden, Yes; Commissioner Horting, Yes.
Vote: All in favor.
Outcome: The motion carried (3-0)

Commissioner Longden adjourned the budget meeting at 10:03 am and called the regular meeting back to order at 10:03 am.

Approval of July Meeting Minutes

Review/Amend/Approve the Minutes *

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

Correspondence

- Emergency Housing for Displaced Families: 1st Choice Home Stays, an emergency housing resource for Idaho families displaced by fire and other disasters. We partner with local fire departments (such as Caldwell Fire), the Red Cross, and other community organizations to connect displaced families with free, immediate housing support on the day of the incident
- Linda received and presented final net property values from Boise County

Chief's Report

(Water-Apparatus/Equipment-Personnel)
Since the last meeting, there have been three (3) calls: two (2) medical assists and one (1) mutual aid call for a grass fire in Centerville. In the past month: Uptick in fire activity in state and region; forecast from Great Basin predicts dry hot and with high fire dangers; grass and brushes are drying causing grass fires to explode; the Big Grass Fire which has burnt near half a million acres on the Oregon Idaho Border, the Tartar Fire which combined with the Fox and Powder River fires to burn a combined quarter million acres near Weiser. Last week over 700 structures were lost in Spokane to wildfires, and 65,000 people evacuated. In response to this heightened fire activity the State of Idaho has enacted Level 1 Burn restrictions (no campfires; no smoking outside of your vehicle) and there is talk of going to level 2. Locally, the Claremont Fire is now extinguished.

Trail Creek Dry Hydrant: The fittings for the improvement have been purchased, and should be here next week; the Chief will pick up PVC and hand tools (Polaski's from the surplus yard in Caldwell.)

Personnel: Ben Zupan and Brian Rodgers are working with a comms unit on major fires, and Justin Washburn is working Heli-tac on a fire. 3-volunteers are working fires elsewhere.

Training: Weekly training exercises have continued to expand with focus on progressive hose lay, initial attack for both Structure and Wildlands, and most recently scenario-based joint training focused on mutual aid responses between Placerville and Centerville

Idaho Surveying and Rating Bureau (ISRB) inspection: The start date is August 14th. The Chief has been working with Andrew Bourret on preparing the needed reports. The Chief Tyller will push dates as far back as possible to get value from the new pump station.

Apparatus & Equipment: The team has been rearranging the equipment layouts of several engines, and will continue this in an effort to streamline operations.

The Chief ended his report with: If you see a wildfire, call 911 so the call routes to local services for quicker response.

Treasurer's Report

Bills/Payables *

Google	$ 67.20	workspace
Century Link	$ 74.50	911 phone
Wilderness Wireless	$ 85.00	wifi
Idaho Power	$ 104.05	electricity
Chevron	$ 257.20	fuel
MSBT Law*	$ 880.00	lawyer
Idaho World*	$ 23.40	advertising
Tim Horting*	$ 103.54	fuel
Google*	$ 67.20	work space
	$ 1,662.09	

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

New Business:

- Discussion: Administrative duties - roles/responsibilities. *Budget processes:*
  1) April 30 deadline for notification of budget meeting date to the County Clerk (Idaho Code § 63-802)
  The treasurer will perform this task.
  2) Public Notice 10-full days before meeting date provided on April 30 document (Idaho Code § 31-1422).
  The secretary will perform this task.
  3) L2 form (tax certification), budget resolution, approved itemized budget, and both public notice postings to the County Clerk by the Thursday prior to the second Monday in September (Idaho Codes § 63-803, § 63-804)
  The treasurer will perform this task.
  4) Public records documents for the District website.
  The treasurer copies the secretary on Step 3 communications to the County. The secretary will post the budget information on the website.
- Discussion: Long term planning for project fire deployment. *The Chief shared that the District is in a "Task group" (an area that includes the Southwestern corner of Idaho); when the recent grass fire exploded departments from the District's task group were called for support on a paid basis; such deployments pay out at a separate rate*

since its paid on an emergency basis. The District already has professional fire fighters, so if the District could put together a truck (even a Type 6) that could be sent to paid tasks, this could increase the District budget. Chief T Longden is already trying to replace an aging fleet and found to purchase used vehicles, keep up with standard costs, and consider max annual tax increases over 20-years, the District winds up $400,000 in the whole; Atlanta, Thorn Creek, etc all do emergency deployments to bring in additional funds over taxes. The Chief suggested the District follow Atlanta's model: an engine and a rotating crew that are always on fires all Summer long; the taxes keep the lights on and engine maintained; the money brought in from emergency deployments was how they afforded the hydrant system. The Chief would like to deploy crews; a group of people that are not necessarily doing local calls, they just deploy to assist in fires elsewhere. Commissioner Longden asked if there would always be firefighters on hand to fight local fires; the Chief confirmed it would be a small dedicated crew (there are already two people who deploy as part of their profession and their absence does not negatively impact the District). The Chief then connected the discussion back to having equipment redundancies so the District is not without resources should the crew receive a deploy call. Commissioner Longden asked if the two firefighters who deploy presently could work for the District; the Chief responded that Ben, currently deployed, has certification and advanced experiences as a result of deployment; he and Brian (who also deploys) already do the work without negatively impacting the District's force.

- Discussion: Placerville City Burn ordinance. *Commissioner Barber shared that the Placerville City Council wanted to adjust the recently proposed burn ordinance; Commissioner Barber presented a draft with changes he made, and he also incorporated some changes Chief T Longden suggested; Commissioner Barber is still waiting on additional input from the Placerville City Council members. Commissioner Barber did not address enforcement in his draft since there needs to be a conversation with the Boise County Sheriff's Office. Commissioner Longden brought up that the proposal included rock pits even though State ordinance does not, which can be problematic due to air flow. The Chief shared the International Fire Standard for outdoor fires; the Chief's concern is more with fire size over the exact parameters of the fire pits.*
- Auto Aid agreement with Centerville. * *No discussion / no action taken. Tyller will work on the document for the next meeting.*
- Mobile radios for sale / purchase. * *Chief T Longden recommended this hold until after the Idaho Department of Lands (IDL) grant comes through and the new equipment is purchased. Commissioner Barber reminded the Chief that the Power Works radio in Rescue1 belongs to him; the Chief replied that he'd pull all radios from Rescue1 prior to selling. The Chief mentioned that once the IDL grant money is available, and the new radios purchased, he would like to authorize a radio sale to Centerville. Commissioner Barber mentioned in reference to the radio in the "green machine" that the CHief recently worked on can also be reprogrammed or a new radio can go in there. No action taken.*

Old Business:

- Discussion: Impact fees. *Garrick Nelson reported the next step is the Capital Improvement Plan, which the Chief and Garrick are working through.*
- Approval of Captain. * *No discussion. Tim Horting had to leave the meeting prior to this topic.*

> **Motion:** Commissioner Londgen moved to accept the Chief's recommendation for Ben Zupan as Assistant Chief.
> Second: Commissioner Barber seconded the motion.
> Vote: All in favor.
> Outcome: The motion carried (2-0)

- Discussion: Pump Station #1. *Commissioner Longden shared the recent write up in the Idaho World about the donated funds of $25K from Idaho Power, which the District intends to use to bring power to the Pump Station 1 suite at Mudd Flatts. Commissioner Longden has a pending order with Severance for rock and he will need to coordinate with Bruce Baumhoff on the dump site; other next steps include pumping the pond dry and installing a barrier. A representative from DF Development is working to get the water pump / electrical necessary for the interior of the pump house. Joe Hartman confirmed Knife River is donating concrete; he shared having a spreadsheet of what's been donated would be helpful so we know what is outstanding (insulation, rebar, etc.). Garrick Nelson offered to organize the materials; Joe Hartman also asked about insulating other areas of the building.*

- Vehicle Sales / Purchases. * *Chief T Longden would like to list the Skid Unit with the same online vendors that were approved for sale of Rescue1. Brindlee works through a network of 30 vendors and is a good networking site for fire departments.*

    Motion: Commissioner Londgen moved to approve listing the Skid Unit at both online vendors.
    Second: Commissioner Barber seconded the motion.
    Vote: All in favor.
    Outcome: The motion carried (2-0)

- Policy & Procedure Manuals Discussion / Additions / Revisions. *
    - Purchasing agent policy
    - Digitized policy manual
    - Digitized standard operating procedure manual

    Chief T Longden presented the XXX policy that he would like to replace the independent purchasing agent policy; the person who most makes purchases on behalf of the District is Assistant Chief Jens Jendson so it would make sense to have purchasing power associated with the Assistant Chief role.

    The Fire Chief has the authority to authorize purchases; the intention of the policy is to issue the card to the Assistant Chief instead of the current "purchasing agent" and have the purchase pulled from the Chief Project line item on the budget. Chief T Longden provided the example: Jens had picked up 405 from Husky and had to put $200 of fuel in Horseshoe Bend; it takes a month for approval to pay invoices; the policy is intended to provide a purchasing mechanism to the Assistant Chief who makes numerous purchases.

    Kim will put this on the next month's agenda so the Commissioners can investigate any current policies before the next meeting; Commissioner Barber asked if the Assistant Chief can be on the current account with Alice, the current purchasing agent, Chief T Longden replied the new policy will put the purchasing card in a staff member's hands who is covered under policy. Linda confirmed the last approved instance of a purchase by the current purchasing agent was over a year-ago. The Chief summarized the current check and balances account for purchase orders from the Chief, the authorized person makes the purchase, the Treasurer accounts for the purchase.

    Chief T Longden will send Kim the current policy. No action taken.

* = Action Item

Public Input

Inda thanked Tyller for the water

Request for Future Agenda Items

- Auto-aid with Centerville *
- Discussion: Impact Fees
- Discussion: Pump Station #1
- Policy & Procedure Manuals Discussion / Additions / Revisions. *
    - Chief's Project Purchasing Card
    - Incident Communications and Public Notification
    - Digitized policy manual
    - Digitized standard operating procedure manual

Adjournment

Commissioner Longden adjourned the regular meeting at 10:56 am.

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

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William Longden, Chairperson Kim Barker, District Secretary