

PINEWOOD FIRE DISTRICT
BOARD MEETING
March 22, 2022

1. Call to Order & Pledge of Allegiance:

Meeting was called to order at 3:00 p.m. with roll call and Pledge of Allegiance.

2. Roll Call:

Members Present:

Chairman, Richard Drinen	Clerk, Barbara Timberman	Member, Patricia Treharne
Member, Robert Rose	Member, Lois Barnes	

A quorum was established.

Staff Present:

Fire Chief, Josh Tope	Office Manager, Sara Byerrum	Matt Burns
Dustin Maggard	Derek Day	Josh Doak
Chris Baird		

Public Present:

Sue Drinen	Steve Bowyer	Bob Timberman
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3. Administrative Remarks:

Chairman Drinen advised there was no Administrative Remarks

4. Approval of Minutes: February 15, 2021:

Approved as presented.

5. Correspondence:

Office Manager Byerrum advised there was no Correspondence

6. Financial Reports:

Chief Tope said that we are 66.67% through the fiscal year and the expense categories are as follows: 1000 HR Salaries and Overtime is at 56.90% and HR Benefits at 67.01%, 2000 Physical Resources is at 21.19%, 3000 Operational Expenses is at 56.63% and Capital Expenditures is at 14.41% leaving the total expenditures for the fiscal year at 46.22%.

7. Office Managers Report:

Office Manager Byerrum stated we collected \$10,175 in ambulance revenue for the month of February which is more then we received last year. We still have outstanding payments with AERO but have dropped back down compared to 2021. Chief reviewed the monthly run log.

8. Chiefs Report:

A. Response Exception Reports:

Chief Tope stated that the district had multiple MVA's along the highway and a couple of fires down south.

B. Update on Legislative Issues:

Chief Tope stated the Fire District Safety Act made it back into a different committee and was passed. Now it goes to the floor of the house. Chief advised this means it can be put on the ballot without signatures. He also mentioned that there was an article in the local newspaper on Saturday in regard to it.

C. Operational Report:

Chief Tope told the board members that Verizon will be coming to work on the tower in about 2 weeks. Within a month we will have Verizon along with AT&T.

Secondly, he stated recently we had our water line completely fixed and now we are just fixing cosmetic things after the plumbing job.

Thirdly, Chief Tope stated last week there was a call late in the evening where the firefighters were responding down the highway and all the drivelines fell out of the engine. The drivelines are currently being rebuilt down in Phoenix. Chief advised the board the reason for the issue was due to some cracks in the crossmembers from previous damage to the truck. The engine is currently still in service here at the station, but it does not have 4-wheel drive.

Chief Tope updated the board on grants. He stated he is waiting for the Firehouse Subs grant to open on April 1st which is for the extrication equipment. In September, we will hear back to see if we got the grant for the gurney lifts.

Fifthly, Chief Tope stated that PSPRS had a great year for investments at a 44% rate of return. This took the fund to \$16.1 billion dollars which will affect our pension fund in a positive way.

He continued with he will be attending a Securis board meeting tomorrow. He reminded the board that there will be a 105% increase for next year due to cancer. Originally, they said 277% increase. Chief Tope advised the increase was expected and he will continue to update the board after his meeting.

Lastly, Chief Tope advised the board members that we held our PSPRS local board meeting and approved the application for disability. The documents have been mailed out to the PSPRS board and now they must approve it.

9. DISCUSSION AND VOTE: Station Bond

Chief Tope wanted to bring to the boards attention about a concern he was having on the station bond. Currently the bond capacity is at \$4.5 million dollars. Due to inflation, he is concerned that the cost could rise, and our station might be costing more than the bond amount we received. For example, he stated if we pass the bond in November and in March next year it goes out to bid but now the station is \$6 million due to inflation.

Chief stated he has asked around and spoke with individuals from the County Treasurers office as well as Bryan Lundberg from Stifel on options if this were to occur. First option he was given was to hold onto the bond and not sell it right away. We can wait up to 10 years before selling it. The second option is adding in a lease purchase to make up the difference. However, interest rates would be higher, and payments come out of our own budget.

He continued to ask the board their opinions and if we should continue with the bond this year based on the 2022's assessment. Or should we hold off for when inflation goes down and our tax rate is higher, and our bond capacity could be higher?

Member Treharné stated there is an expectation that the growth of the property assessments will slow. She stated that it will continue to rise but slow down and not drop. She continued with the plumbing issues the current station has been having and how the station is inadequate. She advised we should not wait due to the fact we need a new station.

Chief Tope agreed with Member Treharné that the station does need to be replaced. However, he doesn't want to be put in a position where we must settle for a station that doesn't meet our requirements.

Clerk Timberman stated she spoke with a local realtor who stated it is bound to drop soon.

Member Treharné stated again she believes we need to move forward with the new station as this one is outdated and starting to have many issues.

Member Rose stated we can authorize it this year and put it on the ballot and then hold on it if needed. Chairman Drinen asked for a motion to proceed with out station bond, Member Treharne moved, Member Rose seconded. The motion was passed unanimously.

Aye Votes: Chairman Drinen, Member Rose, Member Barnes, Member Treharne, Clerk Timberman

Chief Tope asked the board on their opinions about creating a whole package of information to put out or just a tri-fold pamphlet. He stated he asked other districts what they did who have had a bond passed. Most completed a whole package to be put out. Chief Tope stated he doesn't believe we need a full packet, and the tri-fold pamphlet would be enough for our community. He also advised he plans on having community meetings and posting information on our website.

Member Treharne stated she thinks a whole packet can be too much information and overwhelming. She agreed a tri-fold pamphlet would be best.

Chief advised he will start working on that as well.

Chairman Drinen asked Chief to go over the station tours for those who were unable to attend. Chief went over what the company showed us. He stated he would like to see stations surrounding us and more local that are more like what we are looking for.

10. EXECUTIVE SESSION: Staffing

Chairman Drinen asked for a motion to enter an executive session about current staffing.

Member Timberman moved and Member Treharne seconded. Motion was passed unanimously.

Aye Votes: Chairman Drinen, Member Barnes, Member Treharne, Member Rose, and Clerk Timberman
The Board and Chief Tope entered an executive session at 3:30 p.m.

The executive session ended at 3:50 p.m. and the fire department personnel and public were invited back into the meeting room.

11. Call to the Public:

Steve Bowyer stated within the community he believes we will have no issues with the bond. He stated once being built we should just complete the project rather than holding off on things such as painting. He believes people will stop giving if you break it up rather than completing it all at once.

Chief Tope mentioned we have the Agee's Fundraiser coming up again this year and he said he plans on putting those monies towards the building fund for things such as furnishings.

Chief continued with he again plans on setting up station tours locally here soon and will update the board for those who might want to attend.

Member Barnes asked where he plans on putting the employee's while the station is being built. Chief answered with he was thinking long term rentals in homes. He doesn't believe the trailers will work for the firefighters. He has been speaking with individuals within community and has some ideas.

The meeting was adjourned at 3:56 P.M.

Next Meeting: April 19, 2022 at 3 P.M.

Respectfully submitted by


(Clerk of the Board, Barbara Timberman)

