

PINEWOOD FIRE DISTRICT  
BOARD MEETING  
June 17, 2025

**1. Call to Order & Pledge of Allegiance:**

Meeting was called to order at 3:00 p.m. with roll call.

**2. Roll Call:**

**Members Present:**

Chairman, Richard Drinen	Clerk, Barbara Timberman	Member, Robert Rose
Member, Norma Whitaker (absent)	Member, Barb LaBranche	

A quorum was established.

**Staff Present:**

Fire Chief, Josh Tope	Office Manager, Tammy Pugh
Josh Doak	Jason Maynard
Derek Day	Brooke McCray

**Public Present:**

Sue Drinen

**3. Administrative Remarks**

Chairman Drinen advised that he had no administrative remarks.

**4. APPROVAL OF MINUTES OF BOARD MEETING: April 17, 2025**

Chairman Drinen asked the board members if they have any corrections to the board meeting minutes. There were no corrections presented. Chairman Drinen asked for a motion to approve the minutes as presented. Member Rose moved, and Member LaBranche seconded. Motion was passed unanimously.

Aye Votes: Chairman Drinen, Clerk Timberman, Member Rose, Member LaBranche.

**5. CORRESPONDENCE**

Office Manager Pugh advised there was no correspondence.

**6. FINANCIAL REPORTS: Review and discussion of May expenditures as presented**

Chief Tope said that we are 91.66% through the fiscal year and the expense categories are as follows: Total Revenue is at 93.3% with carry-over including the bond and 54.6% with carry-over without the bond, 1000 HR salaries and Overtime is at 82.68% and HR Benefits at 86.89%, 2000 Physical Resources is at 76.86%, 3000 Operational Expenses is at 94.39% and Capital Expenditures is at 15.62% leaving the total expenditures for the fiscal year at 41.13%.

**7. OFFICE MANAGER'S REPORT: Financial and run log comparison exception reports**

Office Manager Pugh advised that we received \$6,432 in ambulance revenue, making our fiscal year \$130,679, and outstanding we have \$205,099. She continued with ambulance in collections receiving \$182, making our fiscal year \$2,937, with an outstanding amount of \$113,749. She advised we received

\$2,353 in state land revenue, making our fiscal year \$45,394. Lastly, she advised that vehicle stabilization revenue received \$1,310, making our fiscal year \$12,676, with an outstanding amount of \$7,492. She had nothing to report on for Out of District Collections or State Land.

Chief Tope reviewed the run log for May 2025.

### **8. VOTE AND DISCUSSION: Draft Budget Fiscal Year 2025-2026**

Chief Tope reviewed the upcoming budget for fiscal year 2025-2026. He went into detail into each class and discussed changes in both the revenue and expenditure. The budget was condensed into a one-page format that will be posted at the Sanitary department, Post Office, Fire Station and the Pinewood Fire website, for thirty day for public review.

Chairman Drinen asked for a motion to approve the proposed budget for public review as presented. Clerk Timberman moved, and Member LaBranche seconded. Motion was passed unanimously.

Aye Votes: Chairman Drinen, Clerk Timberman, Member Rose, Member LaBranche.

### **9. STATION UPDATE**

- Chief Tope stated the OAC meetings are now all in person weekly.
- Rough grading to the dirt has been ongoing for the last two weeks.
- Go Bond 2025 will be in person due to CCC also running a bond.
- The large doors were installed on the Curvco building.

### **10. CHIEF'S REPORT**

#### **A. Response exception reports**

- Crews responded to a car fire at the Munds Park exit.
- Crews responded to a motor vehicle accident where a side by side was in a head on collision with a jeep. Four people were transported to FMC.

#### **B. Update on legislative issues**

- Chief Tope gave advised there are still no answers at this time with wildland insurance, but the fire chiefs are meeting with state representatives to compare notes to try and get everyone on the same page.

#### **C. Operational report**

- Bear Jaw was sent to Show Low.
- Stage 2 fire restrictions start Wednesday, June 18 at 1800. Only devices that have an on/off switch are permitted.
- Flood mitigation meeting was held last week.
- Community Safety Day was last Saturday. We have no helicopter, no APS truck, and no Auxiliary. Chief Tope advised the Board Chair and Recorder from the Auxiliary are leaving due to health conditions. There is talk that the golf tournament may be cancelled.

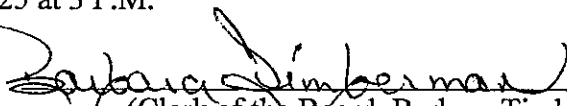
### **11. Call to the Public**

There were no comments from the public.

The meeting was adjourned at 3:36 P.M.

Next Meeting: July 15, 2025 at 3 P.M.

Respectfully submitted by

  
(Clerk of the Board, Barbara Timberman)