

PINEWOOD FIRE DISTRICT
BOARD MEETING
April 21, 2026

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 (on phone)
Captain, Josh Doak Firefighter, Tyler McCoy
Engineer, Devon Liggett Firefighter, Josh Rygiel

Public Present:

Sue Drinen

3. APPROVAL OF MINUTES OF BOARD MEETING: March 17, 2026

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 LaBranche moved, and Member Rose seconded. Motion was passed unanimously.

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

4. CORRESPONDENCE

Chief Tope passed around a thank you card from Sara and Steve Bowyer. He advised they also sent a \$500 donation.

5. FINANCIAL REPORTS: Review and discussion of March expenditure as presented

Chief Tope said that we are 75% through the fiscal year and the expense categories are as follows: Total Revenue is at 34.21% with carry-over including the bond and 79.8% with carry-over without the bond, 1000 HR salaries and Overtime is at 75.9% and HR Benefits at 74.99%, 2000 Physical Resources is at 60.66%, 3000 Operational Expenses is at 78.92% and Capital Expenditures is at 56.8% leaving the total expenditures for the fiscal year at 63.94%.

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

Office Manager Pugh advised that we received \$7,109 in ambulance revenue, making our fiscal year \$90,918 and outstanding we have \$195,666. She continued with the vehicle stabilization bringing in \$2,500, making our fiscal year \$9,137 and outstanding we have \$3,366. She had nothing to report on for Ambulance in Collections, Out of District Collections, Wildland Report or State Land.

Chief Tope reviewed the run log for March 2026.

7. Resolution 2026-02: Disposal of Equipment and Curvco

Chief Tope presented resolution 2026-02 in reference to disposal of any kind of equipment over \$5k. This resolution is for a sealed bid for the Curvco building that is currently at the temporary fire station. Chief Tope stated we have some interest within the park itself. He also advised there would be no reserve on the amount, and it would be required for the new owners to remove it themselves.

Chairman Drinen asked for a motion to approve Resolution 2026-02: disposal of equipment and Curvco as presented. Member Rose moved, and Member LaBranche seconded. Motion was passed unanimously.

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

8. STATION UPDATE

- Concrete is complete
- Polishing is complete
- Asphalt will be poured next week
- Contract dates for completion have been pushed back a few weeks
- APS will be turning power on May 18
- Inspections of the station will be happening sometime in the near future

9. CHIEF'S REPORT

A. Response exception reports

- Fatal motorcycle accident on the I17
- Reports of false car fires
- Lots of medicals

B. Update on legislative issues

- AFCA conference July 13-16 in Glendale, AZ
- Board Elections will be held in November. Upcoming board terms ending in 2026 – Barb Timberman (yes), Barb LaBranche (yes) and Robert Rose (maybe).

C. Operational report

- Firefighter Austin Braunberger is in week 3 of the fire academy. During week 2, Austin was firefighter of the week!! Big congratulations to Austin for his hard work!
- Chief Tope went to the PPOA meeting this past weekend. He advised they presented Pinewood Fire with a check for \$40k for FF&E. A very big thank you to our PPOA!
- Green waste pickup starting April 27, have clear plastic out by April 26.
- Community Watch will be at the Country Club on May 21 at 1830.
- Community Safety Day will be at the new fire station on June 27.

10. Call to the Public

No comments from the public.

The meeting was adjourned at 3:20 P.M.

Next Meeting: May 19, 2026, at 3 P.M.

Respectfully submitted by


(Clerk of the Board, Barbara Timberman)