

**PINEWOOD FIRE DISTRICT
BOARD MEETING
June 16, 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	Member, Barb LaBranche	

A quorum was established.

Staff Present:

Fire Chief, Josh Tope	Office Manager, Tammy Pugh
-----------------------	----------------------------

Public Present:

Sue Drinen	Susan Castellano
------------	------------------

3. APPROVAL OF MINUTES OF BOARD MEETING: May 19, 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 Whitaker seconded. Motion was passed unanimously.

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

4. CORRESPONDENCE

Chief Tope passed around a thank you card from a very happy family that received services from the firefighters for a false alarm.

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

Chief Tope said that we are 91.67% through the fiscal year and the expense categories are as follows: Total Revenue is at 43.92% with carry-over including the bond and 96.1% with carry-over without the bond, 1000 HR salaries and Overtime is at 88.08% and HR Benefits at 86.96%, 2000 Physical Resources is at 71.09%, 3000 Operational Expenses is at 90.22% and Capital Expenditures is at 57.89% leaving the total expenditures for the fiscal year at 69.19%.

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

Office Manager Pugh advised that we received \$7,188 in ambulance revenue, making our fiscal year \$102,631 and outstanding we have \$212,110. She had nothing to report on for Vehicle Stabilization, Ambulance in Collections, Out of District Collections, Wildland Report or State Land.

Chief Tope reviewed the run log for May 2026.

7. Resolution 2026-03: Bear Jaw Asset Liquidation

Chief Tope reminded the board that we recently had a meeting with Highlands Fire District regarding Bear Jaw and the liquidation of the funds. In attendance was Member LaBranche, Member Rose, Chief Tope, Highlands Chief Miller and his two board members. This resolution is just for the division of the funds, which was agreed upon of 70% for Highlands Fire and 30% for Pinewood Fire, as Highlands housed and insured four full time and 18 seasonal employees, and Pinewood housed and insured two full time and four seasonal employees. This would roughly be \$800k for Pinewood Fire. Chief Tope advised there would be another resolution next month regarding the apparatus' and which ones would be sold.

Chairman Drinen asked for a motion to approve 2026-03: Bear Jaw Asset Liquidation as presented. Member Whitaker moved, and Clerk Timberman seconded. Motion was passed unanimously.

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

8. Discussion and Vote: Draft Budget for Posting

Chief Tope advised the budget was incorporated into the state form, which was presented to the board members. He continued to advise that the lease purchase was included and this is why the expenses were shown as overspent. After approval, the draft budget would be posted for 30 days to ensure the community was able to review it as well. We are still able to make corrections to the budget as the final will be discussed and voted upon at the next meeting. Chief Tope reminded everyone that he is still waiting for final numbers, and our carry over will change once we have them.

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

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

9. STATION UPDATE

- Grand opening will be Friday, June 19 at 1500
- We will be operating under a temporary occupancy
- We have been moving in, and crews are staying at the station now
- Still have multiple contractors working on the punch list
- The propane tank has no protection. This is part of the temporary occupancy issue and should be fixed soon.
- Mill guy is coming tomorrow
- Chief Tope wanted to give a huge shoutout to MBC properties for being amazing property managers while we stayed at the duplex! We are very grateful for their hospitality and generosity.
- Member LaBranche asked if Chief Tope would consider a second open house after we were settled. Maybe at the end of the summer. Chief Tope was open to the idea.

10. CHIEF'S REPORT

A. Response exception reports

- Crews have responded to multiple car fires

- Response to a head on collision. The driver had a seizure and went head on with another vehicle. Everyone survived
- Tow truck went off of the bridge and crews had to use rope rescue to get to the driver
- Crews responded to a lightning strike near Mormon Mountain. Nothing was located.

B. Update on legislative issues

- AFCA/AFDA conference July 13 -16 in Phoenix (in person statutory classes)
- Chief Miller, Chief Callendar, and Chief Tope are still trying to set up a feasibility study, and possibly a merger study.

C. Operational report

- Lots of moving and running calls simultaneously
- GFR academy was last week. Austin Braunberger was recruit of the academy, while taking his EMT 1 & 2. Way to go, Austin!!!
- Community Safety Day is June 27 – 10am to 12pm

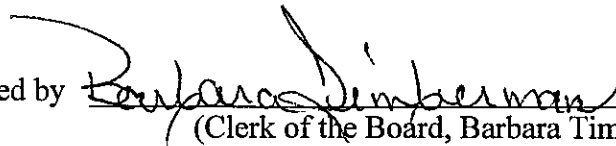
11. Call to the Public

Member Robert Rose stated he will not be running for another term on the fire board.

The meeting was adjourned at 3:38 P.M.

Next Meeting: July 21, 2026, at 3 P.M.

Respectfully submitted by



(Clerk of the Board, Barbara Timberman)