

**PINEWOOD FIRE DISTRICT
BOARD MEETING
August 18, 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
Firefighter, Matt Burns	Engineer, Derek Day
Captain, Josh Doak	Firefighter, Josh Rygiel

Public Present:

Sue Drinen	David Covert
Susan	Gail Van Dirsen

3. APPROVAL OF MINUTES OF BOARD MEETING: July 21, 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, Member Whitaker.

4. CORRESPONDENCE

Chief Tope passed around a thank you card from a community member.

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

Chief Tope said that we are 8.33% through the fiscal year and the expense categories are as follows: Total Revenue is at 16.8% with carry-over including the bond and 15.55% with carry-over without the bond, 1000 HR salaries and Overtime is at 9.13% and HR Benefits at 6.8%, 2000 Physical Resources is at 1.19%, 3000 Operational Expenses is at 4.73% and Capital Expenditures is at 12.48% leaving the total expenditures for the fiscal year at 9.49%.

Member Rose asked why the Out-of-District monies were so high. Chief Tope explained that was the money we received from the Bear Jaw fund. However, it did not include any liquidation of assets as that is still in process.

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

Office Manager Pugh advised that we received \$8,051.40 in ambulance revenue, making our fiscal year the same amount. Outstanding we have \$241,633.63 in ambulance revenue. She continued to advise that we were reimbursed by State Land and received \$30,429.91, also making that our fiscal year amount. She had nothing to report on for Vehicle Stabilization, Ambulance in Collections, or Out of District Collections.

Chief Tope reviewed the run log for July 2026.

7. Discussion and Vote to amend FY 26-27 budget

Chief Tope advised that after we submitted the final budget to the Treasurer's Office, they sent it back stating we needed to drop the mill rate for the repayment of the bonds, as we already accrued enough to make the payment. On the budget form, lines A.23 and A.24, the amount and rates were changed to zero. No other further adjustments were made. The amended budget will be posted for another thirty days for public review.

Chairman Drinen asked for a motion to approve the amended fiscal year 2026-2027 as presented. Member Whitaker moved and Member LaBranche seconded. Motion was passed unanimously.

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

8. Discussion and Vote – Annexation Requests

Chief Tope gave an overview of the resolution for the annexation of 236 W Dawn Circle, which is located to the east of Foxboro Estates.

Chairman Drinen asked for a motion to approve Resolution 2026-06 as presented. Clerk Timberman moved and Member Whitaker seconded. Motion was passed unanimously.

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

9. STATION UPDATE

- One more payment left for Willmeng
- Chief is submitting warranty claims, rather than going to Willmeng and the punch list. We currently have 20 claims submitted
- Webcam has been ordered and should be installed soon
- PPOA purchased a fence to cover the cell tower. Thank you!!
- Barb Timberman will be working on the garden
- Chief advised we need more signage on and around the property, especially for parking

Chairman Drinen advised he has heard some talk about the public being confused on where to go when they come down to the Fire Station. Chief Tope stated we have doorbells at the entrances, which notifies the front office, as well as the guys, that there is someone at the door. He also stated he may look into doing an article for the newspaper and posting information on our social media.

10. CHIEF'S REPORT

A. Response exception reports

- Semi-truck loaded with hay bales caught fire. The driver was able to pull the bales that were on fire off the truck before it was able to spread.
- Regarding the child that was involved in a bike accident recently, Chief wanted to set the record straight that the child ran into a parked car
- Structure Fire at Saigon West – B shift did an excellent job stopping the spread right away. We were advised that Flagstaff Fire Department is no longer sending investigators out of their district. The State Fire Marshall responded to this incident.

B. Update on legislative issues

- AFDA report was sent out
- Puerco Valley Fire District filed for Chapter 9 bankruptcy. They have cut their staffing by 70 percent.

C. Operational report

- Chief has been working on the DEA registry. He advised there is no support from FMC. Currently looking at IMD for medical direction, rather than FMC.
- The ANPG grant was approved and DFFM will be sending state crews to start thinning properties for wildland mitigation. This is scheduled to start in September.
- T-mobile is requesting to come back to our cell tower
- Engine 41 blew gears in the gear box. Gear box was not refurbished when it went to Fire Trucks unlimited. It currently has a 9-week lead time.

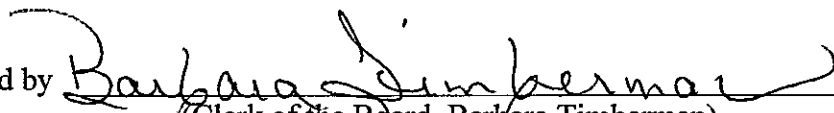
13. Call to the Public

David Covert wanted to thank the board and fire department for all of their hard work. He was very happy to be a part of this community.

The meeting was adjourned at 3:21 P.M.

Next Meeting: September 15, 2026, at 3 P.M.

Respectfully submitted by


(Clerk of the Board, Barbara Timberman)