**Pocatello Fire Commissioners' meeting** **October 26, 2026**

# AGENDA

1. Call meeting to order

2. Pledge of Allegiance

3. Presentations – none

4. Proposed Executive Session –

5. Old business
    1. Approval of 9/24/26 District meeting minutes
       ***Motion made to approve the minutes of the 9/24/26 meeting by _____, second by _____; all in favor, so carried.***
    2. Pocatello district email – you can log on at mail.pocatellofiredistrict.com
    3. Board policies
    4. LENS program
    5. Code of Ethics – Not enough people interested at this time

6. Communications - public comments on the agenda items

7. Consent agenda - Chief's report
   Car #2 report
   Car #3 report (LOSAP)
   Medical Officer's report
   President's report

   ***Motion to accept the Consent agenda made by _____, second by _____; all in favor, so carried***

8. New business –
   - Treasurer's report

     ***RESOLUTION: Be it resolved that the Pocatello Board of Fire Commissioners accept the September 2026 Treasurer's report. Motion made by _____, second by _____; all in favor, so carried***

Budget schedule –

- **Budget workshop dates** … for discussion
- **On or before 9/29/26** … proposed budget to be adopted (on or before 21 days before public hearing)
- **9/30/26 – 10/21/26** … proposed budget posted to website
- **9/30/26** … proposed budget given to Town Clerk
- **10/13/26** … publish notice of budget hearing in newspaper
- **10/20/26** … public hearing (3rd Tuesday in October)
- **10/26/26** … budget to be adopted at regular Commissioners' meeting (needs to be adopted on or before 11/4/25)
- **10/29/26** … adopted budget given to Town Clerk & posted on fire district website (within 3 days of budget adoption)

Election schedule:

- **11/6/26** … legal notice published in newspaper
- **11/18/26** … legal notice to Town
- **11/18/26** … legal notice on district website
- **11/18/26** … candidates' names to Secretary
- **12/8/26** … date of election
- **12/11/26** … election results to Town

- Resignation letter from Commissioner William Hills effective 10/1/26

  ***Motion to accept the resignation letter from Commissioner William Hills effective 10/1/26 made by _____, second by _____; all in favor***

- Appointment of Raymond McNamara as Commissioner effective 11/1/26 until the election of commissioners in December 2026, where he will need to run for the remainder of William Hills term, which ends 12/31/30.

  ***Motion to appoint Raymond McNamara as Commissioner effective 11/1/26 until the election of commissioners in December 2026, where he will need to run for the remainder of William Hills term, which ends 12/31/30 made by _____, second by _____; all in favor***

- Motion to adopt the final 2027 budget

  ***Motion to approve the final budget for 2027 in the amount of $511,000 made by _____, second by _____; all in favor***

- Bill of sale for 2024 Chevy Tahoe in the amount of $89,000.00

  ***Motion to purchase the 2024 Chevy Tahoe in the amount of $89,000.00 made by _____, second by _____; all in favor***

- Finance the 2024 Chevy Tahoe through NCL Government Capital for five years with a monthly lease payment of $1,639.80

  ***Motion to finance the 2024 Chevy Tahoe through NCL Government Capital for five years with a monthly lease payment of $1,639.80 made by _____, second by _____; all in favor***

- Invoice #7526 from On Site Apparatus for motor and chassis service on Tanker 149 in the amount of $1,168.95

  ***Motion to pay invoice #7526 from On Site Apparatus for motor and chassis service on Tanker 149 in the amount of $1,168.95 made by _____, second by _____; all in favor***

- Invoice #7626 from On Site Apparatus for pump assembly preventative maintenance and service on Tanker 149 in the amount of $491.00

  ***Motion to pay invoice #7626 from On Site Apparatus for pump assembly preventative maintenance and service on Tanker 149 in the amount of $491.00 made by _____, second by _____; all in favor***

- Invoice #7726 from On Site Apparatus for checking inoperative turn signals on Squad 153 in the amount of $1,071.15

  ***Motion to pay invoice #7726 from On Site Apparatus for checking inoperative turn signals on Squad 153 in the amount of $1,071.15 made by _____, second by _____; all in favor***

- Email from Lora Hoover, Claims Specialist from VFIS regarding damage to TL 150 on 10/17/26

- Emails with Marshall and Sterling regarding insurance for possible rental of fire truck

- Estimate #EST0067 from Lawn In Order for snow removal for 2026-27 season in the amount of $10,812.50 ($10,000.00 + $812.50 tax)

  ***Motion to accept estimate #EST0067 from Lawn in Order for snow removal for 2026-27 season in the amount of $10,000.00 made by _____, second by _____; all in favor***

- Proposed legal fees for fiscal year 2027 from Thomas, Drohan, Waxman & Petrigrow LLP. Hourly rate for attorneys would increase from $250 to $260, and the hourly rate for paralegal services would increase from $125 to $130.

  ***Motion to accept the proposed legal fees for fiscal year 2027 from Thomas, Drohan, Waxman & Petrigow LLP and have Chairman of the Board Ron Broas sign the document made by _____, second by _____; all in favor***

- Client advisory memo from Thomas, Drohan, Waxman and Petigrow LLP

- State and municipal facilities program preliminary application for the Scott air pack filling station

- BLSFR agency information application/update form

- Affidavit of publication for meeting date change of 10/26/26

- Certificate of insurance for hall rental on 10/16/26

9. Committee updates:

   Apparatus Committee – Lisa Healy, Ron Broas
   Budget Committee – Kristen Dainty
   Buildings and Grounds Committee – Debbie Casella
   Cancer Bill Committee – Ken Wilson
   Communication Committee – Ron Broas
   Insurance Committee – Ron Broas, Kristen Dainty, Ken Wilson
   LOSAP Committee – Lisa Healy, Ron Broas
   Membership/HR Committee – Debbie Casella, Lisa Healy, Ron Broas
   Policy Committee – Ken Wilson
   Records – Andi Broas
   Website – Andi Broas

10. Request for additions to the agenda

    Board members may request additional agenda items, discussion items or requests for information. This will require a motion and a second with a majority approval.

***Motion to end the meeting at _____PM made by _____, second by _____; all in favor***