

**JOINT POWERS BOARD
OF
THE CITY OF HAILEY FIRE DEPARTMENT
and
THE BLAINE COUNTY SOUTH AND KETCHUM FIRE DISTRICTS
AGENDA**

FOR THE SPECIAL MEETING
ON
WEDNESDAY, MAY 13TH, 2026
10:00 AM
HAILEY CITY HALL
115 SOUTH MAIN STREET
HAILEY, IDAHO

JOIN VIRTUALLY

From your computer, tablet or smartphone: <https://meet.goto.com/CityofHaileyPZ> Via One-touch dial in by phone: <tel:+15713173122>,506287589# Dial in by phone: United States: +1 (571) 317-3122 Access Code: 506-287-589

- 1. Call to Order**
- 2. Open session for public comments** not to exceed three minutes per person and per topic (subject to discretion of the chairperson)
- 3. Approval of Minutes** – from March 11, 2026, meeting ACTION ITEM
- 4. New Business:**
 - a. Draft Schedule and Petition for Hailey ballot measure and annexation NO ACTION
 - b. Consideration of recommendation to the Parties (City of Hailey and the South Blaine County and Ketchum Fire Protection Districts) regarding Job Descriptions and Contracts for Services for Deputy Chief of Operations, Deputy Chief of Administration and Deputy Chief of Community Risk Reduction ACTION ITEM
- 5. Old Business**
 - a. Update on Hailey Fire Station remodel
 - b. Joint Operations updates
- 6. Staff Reports**
- 7. Executive Session (if any)**
- 8. Adjourn**

**MINUTES OF THE SPECIAL MEETING OF THE JOINT POWERS BOARD OF THE
CITY OF HAILEY AND BC SOUTH FIRE PROTECTION DISTRICT AND KETCHUM FIRE DISTRICT
HELD MARCH 11, 2026
IN THE HAILEY MEETING ROOM**

The Meeting of the Joint Powers Board of Hailey, BC South Fire Protection District and Ketchum Fire District was called to order at 9:59 A.M. by Chair Martha Burke. Also present were board members, Sage Sauerbrey, Tom McLean, and Josh Wilkins. Staff present included City Administrator Lisa Horowitz, Hailey City Clerk Mary Cone, Hailey Fire Chief Mike Baledge and BC South Fire Chief Kevan Crawley.

Pete Schwartz, Tom McLean also in attendance.

[10:01:11 AM](#) call to order by Mayor Martha Burke

Open session: no comments.

[10:02:00 AM](#) commissioner McLean spelling will be corrected.

[10:02:25 AM](#) **McLean moves to approve minutes with changes noted, seconded by Wilkins. Motion passed unanimously.**

New Business:

[10:03:16 AM](#) **Schwartz moves to appoint Dr. Kopplin as the member-at-large, seconded by Sauerbrey. Motion passed unanimously.**

Dr. Kopplin moved to board seat.

B: Schwartz moves to adopt the bylaws as presented, McLean seconds, all voted in favor.

Election of chair/vice-chair

[10:06:40 AM](#) **McLean nominates Sage Sauerbrey as chair, Burke is in favor. Seconded by Schwartz, motion passed unanimously.**

[10:07:25 AM](#) **Sauerbrey moves to appoint McLean as vice-chair, Wilkins seconds. Motion passed unanimously.**

C. [10:09:19 AM](#) joint training officer.

Mike Baledge speaks to board, Jamie Hoover to assume the roll if approved by board, acting now as trainer and entities pay towards increase in his salary. McLean, discusses job security as City of Hailey employee.

Chief Crawley, training is ultimately standardization of departments, reflects good movement forward with this process. Would like to see moving forward, command staff up to agencies, gradual stepping into consolidation, allowing public to see successes.

[10:13:08 AM](#) McLean, tone of this consolidation, opportunity to work on contracts and shared responsibilities to set the appropriate tone of shared leadership.

[10:14:53 AM](#) Kopplin, Jamie is the perfect person for this position.

[10:15:15 AM](#) **McLean moves to approve joint training officer Jamie Hoover, Kopplin seconds, all in favor unanimously.**

Old Business: [10:15:50 AM](#) none

Staff reports: [10:15:59 AM](#) Crawley, BC South, where we stand right now, entered alignment phase, steering committee has met, identified person from each agency to head up consolidation categories, see this process taking about 2-4 months, overall moving along quite well. Once aligned will begin working together. [10:18:28 AM](#) Baledge, everyone working well together, another meeting next week, been working on financial, future planning and operating together. Notification of several house bills, passed in house?

Jack Neiman-Kimel, Deputy Chief of Administration with Ketchum Fire District, introduces himself to board. [10:20:40 AM](#)

Geoff Schroeder speaks about one of the bills, Horowitz responds. [10:21:48 AM](#)

[10:23:49 AM](#) **McLean moves to adjourn, Schwartz seconds, motion passed unanimously.**

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Petition for the Blaine County South Fire Protection District to Annex Territory within City of Hailey

A PETITION BY PROPERTY OWNERS WITHIN THE CITY OF HAILEY, STATE OF IDAHO TO ANNEX ALL TERRITORY WITHIN THE CORPORATE BOUNDARIES OF THE CITY OF HAILEY INTO THE BLAINE COUNTY SOUTH FIRE PROTECTION DISTRICT. (BCSFPD)

To the Honorable Board of the BCSFPD and the Board of County Commissioners of Blaine County, State of Idaho, and the Honorable Stephen F. Graham, Clerk of said Board:

We, the undersigned, each of us being a resident and qualified elector within the territory proposed for annexation and twenty-five (25) of the undersigned are landowners of property with an assessed market value of greater than \$500,000 situated within the territory to be annexed, but totaling less than seventy five percent (75%) of the owners of land sought to be annexed; do respectfully present this petition to you and certify:

1. It is in the best interest of the BCSFPD and the territory proposed for annexation, that lands within the City of Hailey be annexed to the Blaine County South Fire Protection District as contemplated under the provisions of Title 31, Chapter 14, Idaho Code, as amended.
2. The proposed district boundaries include:
All lands, lots, real property and territory situated with the incorporated City of Hailey, Idaho, and depicted as follows:

See Exhibit A Legal Description.

See Exhibit B A Map attached hereto and made a part hereof.

The undersigned, being less than 75% of the owners of real property of the land sought to be annexed, request that you, as the Board of the Blaine County South Fire Protection District, do hold a hearing not less than ten (10) nor more than thirty days upon submission hereof, to cause notice of such hearing, designating the time and place, to be published in at least (1) issue of a newspaper of general circulation within the district, at which time any person supporting or objecting to such petition shall be heard at such hearing, and at the close of such hearing said board determine by Resolution entered on the minutes of the board, that the annexation would be in the best interest of the district and that an election on the issue should be held, and that upon the affirmative vote of a majority of the qualified electors of such additional territory voting on the question at the election thereupon held, the territory proposed for annexation be annexed, and further

The undersigned request that you, as the Board of Commissioners of Blaine County, do call and set a date for hearing regarding the annexation of all lands within the corporate boundaries of the City of Hailey, Idaho, into the Blaine County South Fire Protection District, as depicted by the legal description written above and by the map made a part hereof; which time for hearing shall be not less than four (4) nor more than six (6) weeks from the date of the presentation and filing of the petition. Notice of the time of hearing shall be published by the board at least once a week for three (3) successive weeks prior to the time set for the hearing, in a newspaper published within the county in which the proposed district is situated. The notice shall state that all lands within the City of Hailey corporate boundaries are to be annexed into the existing Blaine County South Fire Protection District, giving the boundaries thereof and that any taxpayer within the proposed boundaries to be annexed may on the date fixed for such hearing appear and offer any testimony pertaining to the annexation, the proposed boundaries thereof, or in the including or excluding of any real property therein or therefrom. After hearing and considering any and all testimony, if any such be interposed, the county commissioners shall thereupon make an order thereon either denying such petition or granting the same, with or without modification, and shall accordingly fix the boundaries of such proposed district in any order granting such petition. The boundaries so fixed shall be the boundaries of said district after its organization be completed as provided by Idaho Law, and a map showing the boundaries of such proposed district as finally fixed and determined by the board of county commissioners shall be prepared and filed in the office of the clerk of said board. After the board of county commissioners have made their order finally fixing and determining the boundaries of the lands proposed annexation, the clerk of the board of county commissioners shall cause to be published a notice of an election to be held, subject to the provision of section 34-106 Idaho Code.

PETITION FOR ANNEXATION OF ALL LANDS WITHIN THE CORPORATE BOUNDARIES OF THE CITY OF HAILEY INTO THE BLAINE COUNTY SOUTH FIRE PROTECTION DISTRICT

Each for himself says: I have personally signed this petition; I am an owner of land within the corporate boundaries of the City of Hailey, Idaho; my residence is correctly written after my name.
WARNING: It is a felony for anyone to sign any initiative or referendum petition with any name other than his own, or to knowingly sign his name more than once for the measure, or to sign such petition when he is not a qualified elector.

Signature	Printed Name	Street Address	City	Date
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State of Idaho, County of Blaine

I, _____, being first duly sworn, say:

That I am a resident of the State of Idaho and at least eighteen (18) years of age, and an owner of real property within the corporate boundaries of the City of Hailey, Idaho: that every person who signed this sheet of the foregoing petition signed his or her name thereto in my presence, and is a person to me known: I believe that each has stated his or her name, address and residence correctly, that each signer is a qualified elector of the State of Idaho, and a resident of the county of Blaine.

Signed _____

(Printed Name)

(Address)

(Notary Seal)

Subscribed and sworn to before me this ____ day of _____, 2026.

Notary Public: _____

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BC South Fire District Annexation of City of Hailey

(I.C. Sections 31-1411, 31-1402, 31-1403, 31-1404, and 31-1405)

Narrative Overview: Title 31, Chapter 14 of Idaho Code outlines the procedures for annexation of contiguous territory by an existing fire district, such as BC South Fire and Rescue and the City of Hailey. The process begins with petitioning the Fire District Board and may culminate in an election if certain thresholds are not met. The election procedures mirror those used for the initial formation of a fire district, and involve multiple steps including public hearings, resolutions, and publication of notices. **Astrix and bold indicate the summarized steps to be taken followed by a flow chart including time estimations.**

***If less than 75% of the owners of land sought to be annexed join the Petition, the *Fire Board must determine by Resolution that annexation would be in the “best interest of the district” and that an election on the issue should be held.** The territory (being the City of Hailey) may be annexed by the affirmative vote of a majority of the qualified electors. The election is to be held as provided in sections 31-1402 through 31-1406, which are those procedures also applicable to initial formation of a district.

Section 31-1402 provides that if ***twenty-five (25) or more landowners, assessed market value of \$500,00 desire the formation of fire district, section 31-1403 provides that a Petition be presented to the Clerk of the Board of County Commissioners,** clearly designating the boundaries of the proposed district, accompanied by a ***map** thereof. Upon filing, the ***cost of publication of notice and election shall be deposited,** the amount to be determined by the board of county commissioners. Section 31-1404 requires that a ***Public Hearing, properly noticed, by held, not less than four (4) nor more than six (6) weeks from filing** with the board of county commissioners. The ***County Commission, after public hearing, shall make an order either denying or granting the petition,** with or without modification, fixing the boundary of the proposed fire protection district, the ***clerk shall cause to be published a notice of election, including a map, not less than fifteen (15) days prior to the election, and a second not less than five (5) days before said election,** to be conducted in accordance with Title 34, Idaho Code.

Step	Idaho Code Section	Description	Estimated Timeline
1. Petition Submission	31-1411	25 or more Hailey Residents owning real property assessed greater than \$500g submit petition (map attached) for annexation to the fire district board.	30 days
2. Board of CC Public Hearing & Resolution	31-1411	Fire district board reviews petition and passes a resolution that annexation would be in best interest of district.	30 days
3. Public Notice & Hearing	31-1402	Petition and Fire Board Order submitted to Clerk of Board of County Commissioners with publication & election costs deposited together with Notice of Hearing.	Notice published at least 20 days prior - hearing within 30-45 days
4. Board of CC Hearing & Decision	31-1404	Board of CC makes an order granting or denying annexation petition and fixes boundaries.	Within 15 days after hearing
5. BCC Clerk publishes Notice of Election	31-1405	Clerk of Board issues Notice of Election pursuant to Board's Order of District Boundaries	Immediately after order but no less than 15 days prior to election (must occur by October 22)
6. Election	31-1411	If a majority of City of Hailey qualified electors vote yes, annexation is complete upon certification, canvassing and declaration of the board. Taxing authorities must be notified	November 3, 2026

Notice of Election Publication Deadline

According to the Secretary of State 2026 Election Calander, the Clerk must publish the Notice of Election at least 15 days before the **election date, November 3, 2026 election, the publication deadline is October 22, 2026**. This ensures compliance with statutory requirements and adequate notification to qualified electors.

Practical Guidance on Process

*Prerequisite to commencement of process is creation of map sufficient to identify all real property to be included in the territory to be annexed (City of Hailey) to be appended to the draft petition. (Use the same petition for submission to the fire board and board of county commissioners.)

*Prior to circulation it is recommended that a properly noticed public hearing of Hailey City Council, be had wherein the Council, by majority vote, authorizes commencement of the process, and each are invited to be the initial signatures on the Petition.

*A list of properties, and owners thereof, assessed at greater than \$500g should be developed to ease collection of required signatures.

*The Blaine County Clerk will require the Petitioners, here being the City of Hailey and BC South to draft all of the required documents.

*Documents to be drafted

- Petition w/Map

- Fire Board Resolution

- Board of County Commissioners Notice of Hearing and Order

- Notice of Election

Annexation Petition & Election Process Calendar: BC South Fire and Rescue & City of Hailey

Timeline Working Backward from Election Day: November 3, 2026

Summary of Steps (Title 31, Chapter 14, Idaho Code)

- ***Petition Submission:** If fewer than 75% of landowners join the petition, the Fire District Board must pass a resolution stating annexation is in the district's best interest and call for an election.
- ***Fire District Board Resolution:** The Board holds hearing on petition and determines if an election is necessary, because annexation is in district's best interest.
- ***Public Notice & Hearing:** Petition and Fire Board Order submitted to County Commissioners; notice of hearing published at least 20 days prior.
- ***County Commission Hearing & Decision:** Commissioners grant or deny petition and set district boundaries.
- ***Notice of Election:** Clerk publishes notice at least 15 days before election (deadline: October 22, 2026).
- ***Election Day:** Majority of qualified electors must vote in favor for annexation to proceed.

Annexation Process Calendar

Step	Idaho Code Section	Description	Estimated Timeline / Deadline
6. Election Day	31-1411	Qualified electors vote on annexation; majority required for approval.	November 3, 2026
5. Notice of Election Publication	31-1405	Clerk publishes notice at least 15 days prior to election.	Deadline: October 22, 2026
4. Board of County Commissioners Hearing & Decision	31-1404	Order granting or denying petition, setting boundaries.	Within 15 days after hearing (Estimated: Early October 2026)

3. Public Notice & Hearing	31-1402	Notice published at least 20 days before hearing; hearing held within 30-45 days after petition filed.	Notice: September 2026; Hearing: Late September–Early October 2026
2. Fire District Board Resolution	31-1411	Board reviews petition and passes resolution for annexation.	30 days prior to Petition submission (Estimated: August 2026)
1. Petition Submission	31-1411	25+ Hailey residents submit petition (with map) for annexation.	Estimated: July 2026

Flow Chart: Annexation Process Timeline

- **July 2026:** Petition Submission (*25+ landowners, map attached*)
- **August 2026:** Fire District Board reviews petition and passes resolution
- **September 2026:** Public Notice published (at least 20 days before hearing)
- **Late September–Early October 2026:** County Commission Hearing & Decision
- **October 22, 2026:** Clerk publishes Notice of Election (at least 15 days before election)
- **November 3, 2026:** Election Day—majority vote required for annexation

Note: Each step includes statutory requirements for notice, hearings, and resolutions. The timeline ensures compliance with Idaho Code and Secretary of State election deadlines.

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