



PENRYN FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

MEETING MINUTES

Chair Hotaling, Vice-Chair Hardesty, Secretary Mahoney, Directors Neifer and Shields

MINUTES OF THE REGULAR MEETING September 16, 2024

1. **Call the meeting to order and Roll Call:** Chair Hotaling called the meeting to order at 6:30 pm.

Directors in attendance: Cheryl Hotaling, Danielle Hardesty, Susan Mahoney, Randy Neifer and Larry Shields.

Staff in attendance: Fire Chief Gow, Fire Marshal D'Ambrogi, District Manager Armstrong, Battalion Chief Slusher, Battalion Chief Nelson and Battalion Chief Williamson.

2. **Pledge of Allegiance:** Chair Hotaling led the Pledge of Allegiance.
3. **Approval of Agenda:** Director Neifer moved to approve the agenda. Director Shields seconded the motion that passed unanimously.
4. **Approval of Minutes:** Director Neifer moved to approve the minutes for the meeting on August 19, 2024. Director Shields seconded the motion that passed unanimously.

5. **Financial Report & Bill Approval:**

Director Neifer moved to approve the financial report and expenses. Director Mahoney seconded the motion that passed unanimously.

6. **Correspondence:** N/A

7. **Public Comment:** Donna, admin of the Penryn Chit-Chat Facebook Group, shared she would be sharing information about the upcoming Oktoberfest.

District 3 supervisor candidate, Anthony DeMattei, introduced himself and shared information about his history in the area.

8. **Informational/Non-Action Items:**

A. Nevada County Professional Firefighters, Local 3800 (Local 3800): N/A

B. Fire Chief Gow's Report:

1. We were all hands on a fire under the bridge this past weekend.
2. Anticipating strike team requests for southern California fires.
3. Staff reports provided on the responsibilities of Penryn captains and associated budget changes with those responsibilities. Some of their responsibilities are JOA wide roles.
4. MSR still not released and LAFCO canceled their September meeting.
5. Nevada county MSR has been published, suggested combining districts.
6. Received no updates from LAFCO regarding our updated administrative agreements and cover letter.
7. Rewrite of the JOA agreement still being completed and will be presented to all agencies once available.
8. Volunteers up to speed and getting them working scheduled shifts.

Fire Marshal D'Ambrogi's Report:

1. Completed 1 single family dwelling, 1 propane line inspection
2. Met with the Winery 8 owner, he presented a second set of plans and asked for our input prior to presenting to the county
3. Received an inquiry on opening a restaurant at the former Cattle Barron location, starting the county process
4. No update on the Hope Way project application. Our legal has provided an opinion that we will not be able to collect impact/mitigation fees. For Measure A & C they believe, as it stands,

we will be able to collect. However, if the developer files for a welfare exemption it may preclude them from paying the assessments.

Battalion Chief Williamson's report:

1. Educational inspections completed, starting business and multi-family property inspections

Battalion Chief Nelson's report: No report

Battalion Chief Slusher's report:

1. Ran 51 calls; 1 fire
2. Anticipate an increase in fires in September's report; last week had a vehicle fire that turned into a vegetation fire.

C. Director Committee Reports

1. **Personnel Committee:** N/A
2. **Administrative Contract & Finance Oversight Committee:** Director Mahoney reported that the group met last week and a few staff reports were included in the board packet
3. **Ad hoc committee for future cooperation with other fire departments.** No report
4. **Ad hoc committee for the 100-year anniversary celebrations:**
Director Neifer reported that staff have been given their assignments, 4 bands scheduled. Director Shields reported that he was happy to see how fire personnel took charge of the meeting and their willingness to take on assignments, donations continue to come in, banners should be up in the community soon.

9. Action Items

A. Consider and approve a lump sum payment for the CalPers unfunded liability for \$2,445

Motion made by Neifer to approve the lump sum payment for the CalPers unfunded liability. Director Shields seconded the motion, the motion passed unanimously.

B. Consider and approve the purchase of 8 Self-Contained Breathing Apparatus for \$95,000

Director Neifer recommended not purchasing the SCBA's and just purchasing a RIC pack. Director Hardesty reported that she is not supportive of purchasing new SCBA's, doesn't feel they need to be replaced and there isn't enough benefit in replacing our current SCBA's that still have life left.

Director Shields reported that he has similar concerns.

Battalion Chief Slusher reported one of the goals was to have the district to be in line with the other agencies that are on the regional grant to reduce the cost in the long run.

Chair Hotaling reported that she understands that it is a lot of money but is also concerned with the safety factor, for personnel. Looking at the projections we can still meet the districts 40% reserve contingency.

Chief Gow reported that this was brought to the board to protect our personnel.

Motion made by Chair Hotaling to approve the purchase of the SCBA's. Director Mahoney seconded the motion, the motion passed with a 3-2 vote. Aye; Shields, Mahoney, Hotaling, Nay; Neifer, Hardesty

C. Consider and adopt Resolution No 2024-08 approving the final budget for Fiscal Year 2024/2025

Director Hardesty asked about Tablet command and the remaining associated expenses.

Battalion Chief Slusher reported that they still need to install cradle point on the engine, which was delayed due to installation issues. Staff have been going through training to prepare for it to be up and running.

Motion made by Chair Hotaling to adopt Resolution 2024-08 with the addition of \$95,000 for the purchase of the SCBA's and \$2,445 for the CalPers unfunded liability. Director Neifer

seconded the motion, the motion passed unanimously.

D. Consider and approve the first reading of the Wellness Program policy

Motion made by Director Mahoney to approve the first reading of the Wellness Program policy.

Director Neifer seconded the motion, the motion passed unanimously.

E. Consider and approve the first reading of the Drug and Alcohol Free Workplace policy

Motion made by Director Neifer to approve the first reading of the Drug and Alcohol Free Workplace policy. Director Shield seconded the motion, the motion passed unanimously.

The meeting was adjourned at 7:27 pm.

Next Board Meeting: Monday, October 21, 2024 6:30 PM - 8:00 PM (PST)

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Michelle Armstrong".

District Manager