



PENRYN FIRE PROTECTION DISTRICT

NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

Monday, December 16, 2024

Fire Station 38, 7206 Church Street, Penryn, CA 95663

Members of the public seeking to attend and to address the Board who require reasonable accommodations to access the meeting, based on disability or other reasons, should contact marmstrong@placerhillsfire.org at least twenty-four (24) hours in advance of a Regular meeting to make arrangements for such reasonable accommodations. (For Special meetings, please request accommodations no less than 12 hours prior to the meeting.)

MEETING AGENDA @ 6:30 P.M.

- 1. CALL MEETING TO ORDER / ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF MINUTES:** November 18, 2024 Meeting Minutes
- 5. FINANCIAL REPORT & BILL APPROVAL**
- 6. CORRESPONDENCE**
- 7. PUBLIC COMMENT**

(The Penryn Fire Protection District Board of Directors has provided this period for members of the public to be given the opportunity to address the board on items of interest to the public, which are applicable to the district. No action may be taken on any matter, which is not already on the agenda for consideration. The reasonable time frame for public comment will be limited to three (3) minutes per person, unless specifically authorized otherwise by the Chair.)

- 8. INFORMATIONAL / NON-ACTION ITEMS:**
 - A. Nevada County Professional Firefighters, Local 3800 Report
 - B. Administrative Staff Monthly Reports:
 - 1) Fire Chief Gow
 - 2) Fire Marshal D'Ambrogi
 - 3) Battalion Chiefs Nelson, Slusher and Williamson
 - C. Director Committee Reports
 - 1) Personnel Committee
 - 2) Finance and Administrative Contract Oversight
 - 3) Ad hoc Committee for future cooperation with other fire departments: On hold

ACTION ITEMS

- 9. Oath of Office for Directors Diego Heimlich and Robert Verdugo, Jr.**
- 10. Consider and approve meeting dates for 2025**
- 11. Elect board officers and review committee assignments for calendar year 2025**
- 12. Consider and approve to surplus 12 Scott Self-Contained Breathing Apparatus**
- 13. Presentation to Randy Neifer and Susan Mahoney for appreciation of their service to the people of Penryn.**

MEETING ADJOURNMENT

Next meeting: Monday, January 20, 2025 6:30 PM - 8:00 PM (PST)



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 November 18, 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.

Directors absent: None

Staff in attendance: Fire Chief Gow, Fire Marshal D'Ambrogi, District Manager Armstrong, 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 Mahoney seconded the motion that passed unanimously.
4. **Approval of Minutes:** Director Neifer moved to approve the minutes for the meeting on October 21, 2024. Director Mahoney seconded the motion that passed unanimously.
5. **Financial Report & Bill Approval:** Director Mahoney moved to approve the financial report and expenses. Director Neifer seconded the motion that passed unanimously.
6. **Correspondence:** N/A
7. **Public Comment:** A member of the public shared that the Oktoberfest was a great event, lots of good feedback from the community.
8. **Informational/Non-Action Items:**

A. Nevada County Professional Firefighters, Local 3800 (Local 3800): Captain Gordon shared that Truckee Fire Protection District has joined the Local 3800.

B. Fire Chief Gow's Report:

1. The Placer County Fire Chiefs have formally asked for SSV to ensure compliance with AMR's current contract and to not extend their contract for longer than a year to allow for other agencies that may be interested to bid on Placer County. Waiting for a response from SSV.
2. Election update; Local Supervisor has still not been determined, Foresthill Fire Districts measure, to remove their sunset clause on Measure B, did not pass
3. Been working on our physical exams with the staff, have been dissatisfied with our current company. Looking into a mobile company and will present additional details at a future meeting.
4. Reminder dates; LAFCO meeting on December 11th, Awards Luncheon on November 22nd, Placer Hills Association Christmas Party on December 13th
5. Staff have been acquiring bids for a new brush and will present at a future meeting
6. MSR came out in draft form and shared with local Fire Chiefs. Received information that the county fire chiefs have shared dissatisfaction and the Executive Director made the decision to push off the MSR presentation until their December LAFCO meeting. The Executive Director is planning to meet with the fire chiefs at an upcoming meeting, anticipate having more details after that meeting.
7. Board previously approved the purchase of new SCBA's and have since learned that South Placer may be able to surplus 6 of their barely used SCBA's. Anticipate this option would amount to a significant cost savings.

Fire Marshal D'Ambrogi's Report:

1. Completed 1 single family dwelling plan, 2 propane line inspections and 1 single family dwelling hydro/rough.

2. Been working as a mediator over neighbor disputes on vegetation issues
3. 1 lot split proposed on English Colony Way, changing from 1 to 3 lots
4. A new batting cage business is proposed on Enterprise Court
5. Mitigation Fee Resolution was submitted to the county after last month's meeting

Battalion Chief Nelson report:

1. 50 calls for service in October, including 3 fires. Gave and received mutual aid twice.
2. Had a major incident in the district for an individual that was trapped in a well. Individual fell approx. 40 feet into a well, used a significant amount of mutual aid for the incident. Crews did a great job and had a successful outcome.

Battalion Chief Williamson report: No report

C. Director Committee Reports

1. **Personnel Committee:** No report
2. **Administrative Contract & Finance Oversight Committee:** Director Mahoney suggested that on the balance sheet report that we break out the ending fund balance.
3. **Ad hoc committee for future cooperation with other fire departments.** No report

9. Action Items

A. Consider and adopt Resolution No 2024-11 approving a transfer of \$598,412.07 from mitigation reserves to general operating committed reserves

Chair Hotaling reported that the board previously chose to commit funds from the operational budget for equipment replacement. The funds were moved into mitigation to restrict them but have since learned it would be best to keep the funds in general operating. This transfer is to move the funds back from mitigation to general operating and into committed reserves.

Motion made by Chair Hotaling to adopt Resolution 2024-11 approving a transfer of \$598,412.07 from mitigation reserves to general operating committed reserves. Director Neifer seconded the motion, the motion passed unanimously.

B. Consider and approve contributing \$500 for a joint fire district awards luncheon

Motion made by Chair Hotaling to approve contributing \$500 to the awards luncheon. Director Neifer seconded the motion, the motion passed unanimously.

C. Consider and approve the second reading of the Physical Fitness Policy

Motion made by Director Neifer to approve the Physical Fitness Policy. Director Mahoney seconded the motion, the motion passed unanimously.

The meeting was adjourned at 7:14pm.

Next Board Meeting: Monday, December 16, 2024 6:30 PM - 8:00 PM (PST)

Respectfully submitted,



District Manager

4:09 PM
12/09/24

Penryn Fire General
Check Detail
November 14 through December 9, 2024

Num	Date	Name	Account	Original Amount
	11/19/2024	Active 911	General Operating Funds	-157.50
	11/19/2024		52040 Communication Services	157.50
TOTAL				157.50
	11/19/2024	AT&T Inc.	General Operating Funds	-120.22
	11/19/2024		52040 Communication Services	120.22
TOTAL				120.22
	11/19/2024	AT&T Mobility	General Operating Funds	-160.96
	11/19/2024		52040 Communication Services	160.96
TOTAL				160.96
	11/19/2024	Black Sheep Pes Protection	General Operating Funds	-123.00
	11/19/2024		52260 Miscellaneous	123.00
TOTAL				123.00
	11/19/2024	Danielle Hardesty	General Operating Funds	-75.00
	11/19/2024		52580 Commision Reimbursements	75.00
TOTAL				75.00
	11/19/2024	Larry Shields	General Operating Funds	-75.00
	11/19/2024		52580 Commision Reimbursements	75.00
TOTAL				75.00
	11/19/2024	Napa Auto Parts	General Operating Funds	-9.66
	11/19/2024		52330 Office Supplies	9.66
TOTAL				9.66
	11/19/2024	Randy Neifer	General Operating Funds	-75.00
	11/19/2024		52580 Commision Reimbursements	75.00
TOTAL				75.00
	11/19/2024	Susan Mahoney	General Operating Funds	-75.00
	11/19/2024		52580 Commision Reimbursements	75.00
TOTAL				75.00
	12/05/2024	Dawson Oil Co.	General Operating Funds	-509.47
	12/05/2024		52170 Fuel	509.47
TOTAL				509.47

Penryn Fire General
Check Detail
 November 14 through December 9, 2024

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Original Amount</u>
	12/05/2024	ISU Insurance Services	General Operating Funds	-4,818.00
	12/05/2024		52080 Insurance Liability	4,818.00
TOTAL				4,818.00
	12/05/2024	Kaiser Foundation Health Plan	General Operating Funds	-6,931.42
	12/05/2024		51310 Employee Group Insurance	1,719.46
			51310 Employee Group Insurance	5,211.96
TOTAL				6,931.42
	12/05/2024	Kingsley Bogard LLP	General Operating Funds	-2,681.40
	12/05/2024		52370 Legal expenses	2,681.40
TOTAL				2,681.40
	12/05/2024	Life Assist Inc.	General Operating Funds	-180.87
	12/05/2024		52330 Supplies-Equipment	180.87
TOTAL				180.87
	12/05/2024	Recology Auburn Placer	General Operating Funds	-171.51
	12/05/2024		52180 Bldng Materials, Improve	171.51
TOTAL				171.51

JOA REIMBURSEMENT

PLACER HILLS JULY - SEPT 2024

PAID STATUS

Last Name	Assignment	Start Date	End Date	Length	Payrate	OT	Subtotal	Taxes	WC	Total
Miller	Engine 84	07/20/2024 08:00	07/21/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Miller	Engine 84	07/21/2024 08:00	07/22/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Hodsdon	Engine 84	08/14/2024 09:30	08/15/2024 08:00	22.5	\$ 25.34	\$ 38.01	\$ 855.23	\$ 12.40	\$ 96.81	\$ 964.44
Garrison	Engine 84	08/21/2024 08:00	08/22/2024 08:00	24	\$ 25.34	\$ 38.01	\$ 912.24	\$ 13.23	\$ 103.27	\$ 1,028.73
Gordon	Engine 86	07/01/2024 08:00	07/02/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Keeler	Engine 86	07/04/2024 08:00	07/05/2024 08:00	24	\$ 25.34	\$ 38.01	\$ 912.24	\$ 13.23	\$ 103.27	\$ 1,028.73
Gordon	Engine 86	07/16/2024 08:00	07/17/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Keeler	Engine 86	07/17/2024 08:00	07/18/2024 08:00	24	\$ 25.34	\$ 38.01	\$ 912.24	\$ 13.23	\$ 103.27	\$ 1,028.73

Total: \$ 8,592.65 PD 10/2024

FORESTHILL JULY - SEPT 2024

Last Name	Assignment	Start Date	End Date	Length	Payrate	OT	Subtotal	Taxes	WC	Total
Gordon	Engine 90	07/01/2024 00:00	07/01/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Gordon	Engine 90	07/13/2024 08:00	07/14/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Gordon	Engine 90	07/19/2024 08:00	07/20/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Gordon	Engine 90	08/29/2024 08:00	08/30/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Keeler	Engine 90	09/06/2024 16:00	09/07/2024 08:00	16	\$ 25.34	\$ 38.01	\$ 608.16	\$ 8.82	\$ 68.84	\$ 685.82
Gordon	Engine 90	09/22/2024 20:00	09/23/2024 08:00	12	\$ 27.97	\$ 41.96	\$ 503.46	\$ 7.30	\$ 56.99	\$ 567.75
Gordon	Engine 90	09/23/2024 08:00	09/24/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Gordon	Medic 88	07/22/2024 15:30	07/23/2024 08:00	16.5	\$ 27.97	\$ 41.96	\$ 692.26	\$ 10.04	\$ 78.36	\$ 780.66
Gordon	Medic 88	07/23/2024 08:00	07/24/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Gordon	Medic 88	08/15/2024 08:00	08/16/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Gordon	Medic 88	08/28/2024 08:00	08/29/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Gordon	Medic 88	08/30/2024 08:00	08/31/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Gordon	Medic 88	09/04/2024 08:00	09/05/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50
Gordon	Medic 88	09/05/2024 11:00	09/06/2024 08:00	21	\$ 27.97	\$ 41.96	\$ 881.06	\$ 12.78	\$ 99.74	\$ 993.57
Gordon	Medic 88	09/26/2024 08:00	09/27/2024 08:00	18.5	\$ 27.97	\$ 41.96	\$ 776.17	\$ 11.25	\$ 87.86	\$ 875.28
Gordon	Medic 88	09/28/2024 08:00	09/29/2024 08:00	24	\$ 27.97	\$ 41.96	\$ 1,006.92	\$ 14.60	\$ 113.98	\$ 1,135.50

Total: \$ 16,393.62 PD 10/2024

STRIKE TEAM / PREPOSITIONING

PENRYN STRIKE TEAM - PREPOSITIONING

Incident	Equipment	Depart date	Return date	Hours	Personnel	Equipment	Admin	Expenses	Total	Staffing	Paid Status
ABH	B38	7/25/2024	8/31/2024	144	18,809.28	22,570.56	4,137.98		45,517.82	3 RYN	PD 11/2024
Actual cost of staffing for ABH									(16,940.04)		
Total FY 2024/2025									28,577.78		



PENRYN FIRE PROTECTION DISTRICT

PO Box 219, 7206 CHURCH ST., PENRYN, CA 95663
916-663-3389 FAX 916-663-1262

BOARD OF DIRECTORS

Cheryl Hotaling
Danielle Hardesty
Larry Shields
Diego Heimlich
Robert Verdugo, Jr.

An Organization Committed to Serving the Community of the Penryn Fire Protection District

REGULAR MEETINGS OF THE BOARD OF DIRECTORS FOR 2025

Third Monday of every month. All meetings start promptly at 6:30 pm.

January 20, 2025 (Martin Luther King Jr. Day)

February 17, 2025 (Presidents Day)

March 17, 2025

April 21, 2025

May 19, 2025

June 16, 2025

July 21, 2025

August 18, 2025

September 15, 2025

October 20, 2025

November 17, 2025

December 15, 2025



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Danielle Hardesty

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PENRYN BOARD OFFICERS 2024

Chair Cheryl Hotaling

Vice-Chair Danielle Hardesty

Secretary Susan Mahoney

COMMITTEE ASSIGNMENTS 2024

Personnel Committee:

Hotaling, Hardesty

Finance & Contract Oversight Committee:

Mahoney, Hardesty

Ad hoc Committee for future cooperation with other fire departments:

Hardesty, Mahoney