



PENRYN FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

MEETING MINUTES

Chair Hotaling, Vice-Chair Hardesty, Secretary Shields, Directors Heimlich and Verdugo

MINUTES OF THE REGULAR MEETING April 21, 2025

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, Diego Heimlich, and Larry Shields.

Directors absent: Robert Verdugo

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

2. **Pledge of Allegiance:** Chair Hotaling led the Pledge of Allegiance.
3. **Approval of Agenda:** Vice-Chair Hardesty moved to approve the agenda. Director Heimlich seconded the motion that passed unanimously.
4. **Approval of Minutes:** Vice-Chair Hardesty moved to approve the minutes for the meeting on March 17, 2025 and special meeting on March 25, 2025. Director Shields seconded the motion that passed unanimously.
5. **Financial Report & Bill Approval:** Chair Hotaling asked about the higher percentage of budget for the retirement GL account. District Manager Armstrong reported she would need to look into the details on the account and get back to the board. Director Shields moved to approve the financial report and expenses. Director Heimlich seconded the motion that passed unanimously.

6. **Correspondence:** N/A

7. **Public Comment:**

Randy Neifer- Was wondering if there was an update on the maintenance of the hydrants. Chief Gow reported that he would follow up on this item.

Patty Neifer- There is a hydrant at the new Greenhouse restaurant that is blocked in behind parking spaces and dumpsters.

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

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

B. Fire Chief Gow's Report:

1. Still working on the physical exam policies
2. At the last LAFCO meeting the MSR was approved, first in several years. Anticipate that the Sphere of Influence will be reviewed at LAFCO's May meeting but may be pushed off to June. Regarding the Newcastle and Placer Hills reorg, finalizing the outside consultant's financial study and finishing up the tax share negotiations with the Placer County CEO's office.
3. Emergency phone at our station is not currently working and need to rewire the line at the cost of around \$1,000.
4. Been talking with the City of Auburn about a concept of combining our command staff. Hope to have a draft plan to our boards in the next few months.

Fire Marshal D'Ambrogi's Report:

1. Completed 1 single family dwelling plan, 1 hydro/rough single family dwelling, 1 final single family dwelling
2. Certified the water pump on the Winery 8 project
3. Planning Projects; 1 lot split on La Tierra and a variance for a second unit on China Mine Rd.
4. Mitigation Fee report goes before the Board of Supervisors on May 13, for approval

Battalion Chief Williamson report:

1. Captain Gordon is working on bids for replacing windows and grading the driveway
2. Engine 38 is currently in the maintenance shop, back in service later this week
3. Year to date; 145 total calls - 4 Fires, 71 medical
4. 4 sets of turnouts ordered, hood and gloves arrived
5. Personnel responded to a UTV accident call yesterday, leading to the passing of an individual involved in the incident. Crews were debriefed today.
6. New SCBA's have arrived, just needing to replace stickers and go through fit testing to be put in service.

C. Director Committee Reports

1. **Personnel Committee:** Chair Hotaling reported that the committee met with the labor negotiation team, will review during closed session.
2. **Administrative Contract & Finance Oversight Committee:** Vice-Chair Hardesty reported that the committee has not held a meeting.
3. **Ad hoc committee for future cooperation with other fire departments.** Vice-Chair Hardesty reported that they continue to work on general items like a mission statement and clarifying goals. Learned that the Board of Supervisors formed an Ad-hoc committee to discuss fire services in the county. The Directors group appointed some members to reach out to the Board of Supervisors committee.

D. Update on Hope Way Project: Fire Marshal D'Ambrogi reported there is no update on the project.

Public Comment: Patty Neifer shared that their local group is getting information through the county via meetings and emails. Suggest the Fire District get ahead of any studies, etc. regarding call volume and response times. The County Planning Department is treating the Districts will serve letter as an approval and that no additional information is needed.

E. Update on replacement of the Brush Engine

Chief Gow shared that there is nothing to report at this time, continue to wait on quotes.

9. Action Items

A. Consider and approve a change to the June 2025 board meeting date

Chair Hotaling reported that she will be out of country during the June board meeting, asking the board if they are willing to reschedule the meeting to Monday, June 23rd.

Motion made by Chair Hotaling to move the meeting to June 23, 2025. Director Shields seconded the motion, the motion passed unanimously.

The public meeting was adjourned and the Board went into Closed Session at 7:06pm

B. Closed Session: Pursuant to California Govt. Code § 54957.6(a) LABOR NEGOTIATIONS; Discussion of the Memorandum of Understanding with Local 3800, District negotiators: Hotaling and Hardesty

The open meeting was reconvened at 7:45pm. Chair Hotaling reported that no action was taken in closed session.

The meeting was adjourned at 7:46pm.

Next Board Meeting: Monday, May 19, 2025 6:30 PM - 8:00 PM (PST)

Respectfully submitted,

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

District Manager