



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 May 20, 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 and Battalion Chief Williamson, Battalion Chief Nelson

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 April 15, 2024. Vice Chair Hardesty 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:** N/A
8. **Informational/Non-Action Items:**

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

B. Fire Chief Gow's Report:

1. Hosted a training at the tribal community school on water rescue techniques for their man-made lake
2. Met with the MSR consultant, they indicated that they anticipate the MSR being completed in June
3. Attorney is working to amend the language in the Administrative Services Agreements and the JOA Agreement
4. Volunteer candidates are going through the hiring process, to get them on boarded
5. Auction closes tomorrow for the sale of the surplus vehicles
6. Working to standardize Penryn's SCBA's to make them current with other fire departments in the county
7. Working towards scheduling annual physical exams, cost covered by workers comp insurance

Fire Marshal D'Ambrogi's Report:

1. All suites have had final inspections and are cleared for occupancy at the Penryn Pet Hospital
2. The greater auburn area fire safe council has a new chair that is focused on helping the communities, within the fire districts, become certified FIREWISE communities
3. Mitigation Fee increase is scheduled for approval at the board of supervisors meeting on June 11, 2024

Battalion Chief Williamson's Report:

1. 1 staff member on leave at Penryn
2. Engine 41 only apparatus currently out of service
3. Year to date 207 calls for service, 11 fires, 94 medical aids

Battalion Chief Nelson's Report:

1. Pump testing and annual wildland refresher course completed
2. Tablet command training is scheduled for next week

C. Director Committee Reports

1. **Personnel Committee:** N/A
2. **Administrative Contract & Finance Oversight Committee:** Vice Chair Hardesty reported that the finance committee meeting will be held on May 30, at 11am to discuss amending FY 23/24 budget and the FY 24/25 prelim budget. Director Mahoney also reported on the history, cost and current status of negotiations with Placer Hills Fire regarding the Admin contract. Director Mahoney shared that the committee is recommending doing a one-year contract, to include performance goals, and that the board conduct strategic planning sessions.
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 no meeting was held this month.

9. Action Items

A. Consider and adopt Resolution No. 2024-02 setting the rate for Measure A special tax and requesting collection of charges on the county of placer property tax rolls

Motion made by Director Mahoney to adopt Resolution 2024-02 and seconded by Director Neifer. The motion was passed unanimously.

B. Consider and adopt Resolution No. 2024-03 requesting Measure C charges on the county of placer property tax rolls

Motion made by Director Neifer to adopt Resolution 2024-03 and seconded by Director Mahoney. The motion was passed unanimously.

C. Consider and approve Resolution No. 2024-04 declaring an election in November for board members whose terms are expiring and requesting election services from the county clerk

Motion made by Director Neifer to adopt Resolution 2024-04 and seconded by Vice Chair Hardesty. The motion was passed unanimously.

D. Consider and accept a proposal for painting the fire station

Motion made by Director Neifer to accept the proposal from SBI Painting and seconded by Director Mahoney. The motion was passed unanimously.

E. Consider and approve a change to the June 2024 board meeting date

Chair Hotaling reported that she has a scheduling conflict and would like the board to consider moving the June board meeting.

Motion made by Chair Hotaling to move the June meeting to Tuesday, June 25th at 6:30pm and seconded by Vice Chair Hardesty. The motion was passed unanimously.

The meeting was adjourned at 7:23 pm.

Next Board Meeting: Tuesday, June 25, 2024 6:30 PM - 8:00 PM (PST)

Respectfully submitted,



District Manager