



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 June 25, 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.

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 Mahoney moved to approve the minutes for the meeting on May 20, 2024. Director Neifer seconded the motion that passed unanimously.

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

Director Neifer moved to approve the financial report and expenses. Director Shields 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. Considering a service dog at Placer Hills, great documentation that the dog supports staff and recognizes stress.
2. Had a second field save on an individual that went into cardiac arrest.
3. AMR's contract is up for renewal, the local fire chiefs are discussing recommending that the county only offer a 1 year renewal contract to allow for time to see if there are other available options.
4. Attended a LAFCO meeting earlier this month and they now expect the MSR will be completed in July and on their agenda in August.
5. Engine 41, in Newcastle, is starting to become more difficult to repair. Considering creating a rental agreement for one of Placer Hills reserve engines.
6. Penryn's surplussed vehicles have been sold and the station has been painted.
7. Making progress with the volunteer program, have 5 candidates going through physicals.
8. Placer Hills has elected to make adjustments to their budget to allow for a full time Emergency Vehicle Technician/Mechanic and to change from 6 seasonal firefighters to 3 full time firefighters. The firefighters will be sent to paramedic school and expect to complete the program within 48 months. To allow for succession planning and completion of task specific duties a part time assistant chief position has also been created.

Fire Marshal D'Ambrogi's Report:

1. Completed inspections on 2 final single family dwellings and a propane line.
2. Recently came across a situation where an A.I. gate was installed, was told that it will be able to recognize emergency vehicles.

3. Winery 8 project is almost done with their Ag residential building. They have submitted their first set of civil plans for infrastructure.
4. An application has been submitted to create a four parcel subdivision.
5. New mitigation fees will start August 10th.
6. There has been a lot of questions about the Hope Way project and how Measure A & C get applied to the project. After reviewing the original language of the Measures and speaking with legal the preliminary assessment is that the measures will apply to each individual unit.

Battalion Chief Williamson's Report:

1. The field save that Chief Gow mentioned was for a gentleman that starting having chest pain and shortly after went into full cardiac arrest. Staff used the AED and pushed appropriate medications and the individual survived.
2. From January to May, Penryn has run 229 calls, 16 of which were fires.
3. The station painting has been completed and Captain Gordon is working on getting quotes for the windows.

C. Director Committee Reports

1. **Personnel Committee:** N/A
2. **Administrative Contract & Finance Oversight Committee:** No report
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 plans are progressing, although no official meetings were scheduled this past month. Still rethinking the food options, started coordinating the beer purchase, and getting the donation letter finalized.

9. Action Items

A. Consider and approve the Administration Contract with Placer Hills Fire District for the term from July 1, 2024 to June 30, 2025

Vice chair Hardesty reported that there was a delay in getting the agreement completed due to the LAFCO concerns, which caused a need to have the agreement rewritten.

Chair Hotaling reported there has been a lot of changes in the recitals to address the LAFCO concerns.

Director Mahoney reported that the committee went through the old agreement and the new one to look for any additional items that may need to be included.

The committee recommends approving the agreement.

Motion made by Director Neifer to approve the Administration contract with Placer Hills Fire and seconded by Director Shields. The motion was passed unanimously.

B. Consider and adopt Resolution No 2024-05 amending the budget for Fiscal Year 2023-2024

Chair Hotaling asked about budgeting for a transfer of funds for the strike teams from operating to mitigation. It was decided this will be handled with a resolution at the next board meeting.

Motion made by Director Neifer to adopt Resolution No 2024-05 and seconded by Director Shields. The motion passed unanimously.

C. Consider and adopt Resolution No 2024-06 approving the Preliminary Budget for Fiscal Year 2024-2025

Motion made by Director Neifer to adopt Resolution 2024-06 and seconded by Director Shields. The motion passed unanimously.

D. Consider and approve Placer County Auditor/Controller's agreement for services for fiscal year 24-25 at a cost of \$7,283.25

Motion made by Director Mahoney to approve the Placer County Auditor/Controller's

agreement and seconded by Director Neifer. The motion passed unanimously.

E. Consider and approve the rates for Fiscal Year 2024-2025 for Kingsley Bogard LLP

Chief Gow reported that the rates are going up a little bit and it changed from a set rate to a rate range.

Motion made by Director Neifer to approve the rates with Kingsley Bogard LLP for FY 24-25 and seconded by Director Shields.

The meeting was adjourned at 7:52 pm.

Next Board Meeting: Monday, July 15, 2024 6:30 PM - 8:00 PM (PST)

Respectfully submitted,

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

District Manager