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 August 19, 2024

1. **Call the meeting to order and Roll Call:** Chair Hotaling called the meeting to order at 6:30 pm. Chair Hotaling asked for everyone to observe a moment of silence in honor of the Newcastle Fire Protection Districts Board President, William Kahrl, who recently passed away.

   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:** Chair Hotaling requested that challenge coins be removed from item 9A. Director Neifer moved to approve the amended agenda. Director Shields seconded the motion that passed unanimously.
4. **Approval of Minutes:** Director Neifer moved to approve the minutes for the meeting on July 15, 2024. Director Shields seconded the motion that passed unanimously.
5. **Financial Report & Bill Approval:**

   Director Hardesty reported we are trying to get some adjustments processed by the county. Director Neifer moved to approve the financial report and expenses. Director Mahoney seconded the motion that passed unanimously.
6. **Correspondence:** Director Hardesty reported that we received the annual valuation report from CalPERS.
7. **Public Comment:** Tim Monroe with the Greater Auburn Fire Safe Council reported that they have printed banners regarding providing assistance with the development of FIREWISE communities. The council is looking for recommendations on areas to hang the banners in the Penryn Fire District. The board suggested the elementary school, an English Colony neighborhood and the Masonic Temple.
8. **Informational/Non-Action Items:**
   - **A. Nevada County Professional Firefighters, Local 3800 (Local 3800):** Captain Gordon reported that the Local 3800 raised $12,616 at the Nevada County Fair soda booth.
   - **B. Fire Chief Gow's Report:**
     1. The MSR still hasn't been released.
     2. The signed administrative agreements were sent to the LAFCO executive director along with a cover letter.
     3. Received confirmation that we have a maintenance contract with Placer County Water Agency for the hydrants within the district. Working on a plan for the required maintenance work that includes painting, clearance checks, and water flow testing.
     4. 7 volunteers have cleared the background process and 6 have been through orientation.
     5. Working to define responsibilities for the captains and associated budget expenses.
     6. Recently experienced a fire in Newcastle and Weimar at the same time. The county ran low on staff resources that day but the JOA proved to be a critical component.

   Fire Marshal D'Ambrogi's Report:

   1. Completed 1 single family dwelling hydro rough, 1 single family dwelling hydro, 1 propane line

2. Working with contractors on the new warehouse on Taylor Rd, getting the designs completed and moving forward.
3. Penryn Pet hospital has power now
4. There has been no movement on the Hope Way project application. Our legal has gotten back to us regarding what can be potentially collected on the project. They have advised us that that mitigation fees can not be imposed on affordable housing and we are still waiting on clarification on the measures.

Battalion Chief Williamson's report:

1. Brush 38 recently covered Cal Fire stations for 8 days.
2. Jan-July 2024 there were 325 calls, including 35 fires and 140 EMS calls
3. Today a Tesla truck caught on fire, shutting down interstate 80
4. Starting mandatory inspections at the schools and businesses

C. Director Committee Reports

1. **Personnel Committee:** N/A
2. **Administrative Contract & Finance Oversight Committee**: Director Hardesty reported that there was a meeting last week, working with the county to adjust a few entries. Will be meeting next month to go over the final budget.
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 all 4 musical acts have been booked. Director Shields reported that he is working on collecting raffle prizes and silent auction items. Captain Gordon reported that they are receiving cash donations and rentals at no cost, the dumpsters and hay still need to be finalized, Loomis Basin brew will be providing the beer and trailer, and a new meeting will be scheduled soon.

D. Review and discuss the Wellness Program policy

E. Review and discuss the Drug and Alcohol Free Workplace policy

Chief Gow reported that the policy creation started because the Local 3800 brought to our attention the new law regarding the use of Marijuana at the workplace and changes on when employees can be tested for its use. The attorney has reviewed and updated the policy which ended up including a Wellness Program policy that addresses health screening. Policies are on the agenda as an information item because they are also being reviewed by the Local 3800.
Chair Hotaling requested that any suggested feedback be shared with the District Manger prior to the next board meeting.

9. Action Items

A. Consider and approve the selling of the 100-year patches to the Penryn Firefighters Association

Chair Hotaling reported that after asking for input from the attorney they advised that the 100-year patches can be given away or sold. Chair Hotaling shared that she is proposing that the district allow for the association to sell the patches and reimburse the district for the purchase of the patches.
Motion made by Director Mahoney to approve for the association to buy the 100-year patches at the districts cost and allow for the association to sell them. Director Neifer seconded the motion, the motion passed unanimously.

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

Chief Gow reported that this purchase would get Penryn's breathing apparatus current with other placer county agencies. Under this proposal the replaced breathing apparatus would be sold through an auction company. Director Hardesty suggested that this item be pushed off to the September meeting, to allow for a review of the final budget at next month's finance committee meeting and board meeting. The board decided to move the action item to the September meeting.

The meeting was adjourned at 7:47 pm.

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

Respectfully submitted,

District Manager