



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: February 20, 2023

1. **Call the meeting to order and Roll Call:** Chair Hotaling called the meeting to order at 6:30pm. Directors in attendance: Danielle Hardesty, Cheryl Hotaling, Susan Mahoney, Randy Neifer and Larry Shields.
Staff in attendance: Fire Chief Ian Gow, Fire Marshal Mark D'Ambrogi, District Manager Gillian Lofrano and Battalion Chief Pat Nelson.
2. **Pledge of Allegiance:** Chair Hotaling led the Pledge of Allegiance.
3. **Approval of Agenda:** Director Neifer moved to approve the agenda as posted. Director Shields seconded the motion that passed unanimously.
4. **Approval of Minutes:** Director Neifer moved to approve the minutes for the regular meeting on January 16, 2023. Director Mahoney seconded the motion that passed unanimously.
5. **Financial Report & Bill Approval:** Director Mahoney reported that everything is on target. Director Neifer moved to approve the financial report and expenses. Director Shields seconded the motion that passed unanimously.
6. **Correspondence:** None
7. **Public Comment:** None
8. **Informational/Non-Action Items:**
 - A. **Nevada County Professional Firefighters, Local 3800 (Local 3800):** Captain Gordon presented a letter to the Board regarding the 457 plan.
 - B. **Fire Chief's Ian Gow Monthly Report:**
 1. The property across the street from the station has been sold.
 2. Three volunteers have resigned but we have 3 new applicants. Chief Gow is working on a standard operating guideline for the volunteer process.
 3. Staff has almost completed the information for the Municipal Services Review for LAFCO. Hopefully the report will be completed by June.
 4. Chief Gow, Presidents Hills and Kahrl met with Supervisor Landon. They discussed Placer Hills and Newcastle's reorganization and the inability of the fire districts to fully fund capital expenditures.
 5. Staff has cleaned out Newcastle's old fire station and it is ready for sale.
 6. Placer Hills has an applicant in backgrounds to fill the vacant Captain's position.
 7. Chair Hotaling shared that the dedication of Newcastle's new fire station was very nice.
 8. The data on the old hard drive was unrecoverable.
 - C. **Fire Marshal Mark D'Ambrogi's Monthly Report:**
 1. Fire code inspections: 3 single family dwellings, 1 tenant improvement, 2 propane lines and 1 cell tower.
 2. Penryn town homes have filed for an extension. A buyer is interested in turning the 3M building into an indoor sports center.

3. **Affordable Housing:** Difficult to calculate the loss of property tax revenues as there are no plans. There are 3 parcels. The proposal has 22 single family dwellings on the 10 acre parcel which would generate approximately \$5,300 annually in property tax revenues assuming a \$400,000 assessed value on each home. All new construction would be subject to the mitigation and annual assessment fees.

D. Battalion Chief Pat Nelson's report:

1. 64 calls for service last month. Gave mutual aid 8 times and received mutual aid 3 times. Chief Nelson complimented the staff that responded to a multi-casualty incident with 9 patients and 1 fatality.

E. Director Committee Reports

1. **Personnel Committee:** Meeting with the union before the next board meeting.
2. **Administrative Contract & Finance Oversight Committee:** Met regarding the capital facilities plan and met with staff regarding the volunteers and turnouts.
3. **Ad hoc committee for Future Cooperation with other Fire Departments:** On hold.

F. Capital equipment replacement plan: Director Mahoney discussed the apparatus replacement schedule which will be reviewed and updated annually.

G. Fire Facilities Study and Impact Fee Schedule: Staff will request proposals.

9. Action Items

- A. Consider and approve the updated Strategic Plan 2019-2024:** Director Mahoney moved to approve the updated plan. Director Neifer seconded the motion that passed unanimously.
- B. Consider and approve SCI Consulting Group's 3-year agreement for providing Levy Administration Services for Measures A and C:** Director Hardesty moved to request proposals from other companies. Director Neifer seconded the motion that passed unanimously.

The meeting in April was move to Tuesday, April 25, 2023.

There being no further business, the meeting was adjourned.

Next Board Meeting: Monday, March 20, 2023 6:30 PM - 8:00 PM (PST)

Respectfully submitted,



Gillian Lofrano, Recording Secretary