



# PENRYN FIRE PROTECTION DISTRICT

## BOARD OF DIRECTORS MEETING MINUTES

Chair Hotaling, Vice-Chair Hardesty, Secretary Mahoney, Directors Bergstrom and Neifer

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### MINUTES OF THE REGULAR MEETING: April 18, 2022 *AMENDED*

- 1. Call the meeting to order and Roll Call:** Chair Hotaling called the meeting to order at 6:30 p.m.  
Directors in attendance: Dennis Bergstrom, Danielle Hardesty, Cheryl Hotaling, Susan Mahoney and Randy Neifer.  
Directors absent: None.  
Staff in attendance: Chief Ian Gow, Fire Marshal Mark D'Ambrogi, District Manager Gillian Lofrano and Battalion Chief John Williamson.
- 2. Pledge of Allegiance:** Chair Hotaling led the Pledge of Allegiance.
- 3. Approval of Agenda:** Director Bergstrom moved to approve the amended agenda as posted. Director Neifer seconded the motion that was passed unanimously.
- 4. Approval of Minutes:** Director Bergstrom moved to approve the minutes for the regular meeting on March 21, 2022 and Director Neifer seconded the motion. The motion passed 3 – 0 with both Chair Hotaling and Director Mahoney abstaining.
- 5. Financial Report & Bill Approval:** Director Mahoney reported that the Finance Oversight Committee is working with the County to correct journal entries, expanding accounts and adding the revenues from Measure A into the general operations report. The budget numbers still have to be corrected on the County reports. The payment to G&T Truck Repair was for the annual service on Brush 38. Motion made by Director Neifer and seconded by Director Mahoney to approve the financial report and expenses. Motion passed unanimously. The Finance Oversight Committee will bring amendments to the current fiscal budget next month.
- 6. Correspondence:** None.
- 7. Public Comment:** Chair Hotaling reported that Loomis Ace Hardware donated a smoker and flat top to the Firefighters Association.
- 8. Informational/Non-Action Items:**
  - A. Nevada County Professional Firefighters, Local 3800 (Local 3800):** Captain Gordon introduced Engineer Keeler to the Board. Engineer Keeler thanked Loomis Ace hardware for their donation. He also reported that staff supports continuing the administration contract with Placer Hills Fire District.
  - B. Fire Chief Ian Gow's Monthly Report:**
    1. Chief Gow reported that the background for the new engineer should be completed in the next couple of days.
    2. South Placer Fire District is going back to the public for additional funding. They are holding open houses to answer questions regarding the benefit assessment.

3. Newcastle had a ground-breaking ceremony for the new fire station located next to Monroe's Transmission. They are working on the sewer and anticipate completing the new fire station in October.
4. Placer Hills has engaged the services of a consultant to create a financial feasibility analysis for the funding of the replacement fire station in Meadow Vista.
5. Placer Hills has ordered a new Type 1 engine and Rescue Rig earlier than planned due to the future anticipated cost increases and difficulty in getting parts.
6. All the COVID restrictions have been lifted. Staff will continue to wear the appropriate personal protective equipment and disinfect the stations and equipment.
7. There are hints that there will be a future shortage in tires for the fire engines. Our Fire Mechanic is proposing to stock up on them.

**C. Fire Marshal Mark D'Ambrogio's Monthly Report:**

1. Chief D'Ambrogio reported that things have been relatively quiet. He has inspected 2 new single family homes and 2 sprinkler systems.
2. He received the permit for Loomis Basin's horse health symposium.
3. Chief D'Ambrogio is enrolling all 3 fire districts in the SAVE (Supplying Aid to Victims of Emergency) program run by the California Fire Foundation. Our Battalion Chiefs will receive \$250 gift cards to give to victims of fire and natural disasters for immediate relief.

**D. Battalion Chief (s) Reports:**

1. Chief Williamson reported all equipment is in service.
2. There have been 144 calls for service.

**E. Director Committee Reports**

1. **Personnel Committee:** Nothing to report.
2. **Administrative Contract & Finance Oversight Committee:** Director Hardesty reported that the committee met with the Placer Hills representatives. The cost of the contract for next year is \$156,655 – a 7% increase. There are no changes to the contract. The Administrative Assistant was recently hired but the Fire Marshal did a lot of work during the year. All directors were supportive of the new contract. Chair Hotaling recommended a 2-year contract and would like to take action on this next month.
3. **Ad hoc committee for Future Cooperation with other Fire Departments:** Director Mahoney attended the Foresthill Fire Board meeting. Foresthill is not planning any consolidations in the near future. Director Mahoney was impressed with the Board.

**9. Action Items**

**A. Approve a contract for the fire station repairs:**

Chief Williamson reported that only one bid was received from LTC construction for \$61,950. Director Bergstrom noted that contractors are busy right now and many are not used to the prevailing wage. The Board suggested popping off the rocks and putting in a French drain. Chair Hotaling would like to get more bids. Patty Neifer volunteered to approach the Pennys who did the original project to see if they can remove the rocks. Director Bergstrom thanked LTC for their bid and made a motion to reject their bid and

assess the repairs at a later date. Director Neifer seconded the motion that was approved unanimously.

**B. Request for Nominations for the Special District Representative to Placer Local Agency Formation Commission:**

Chair Kahrl, Newcastle Fire Board is the incumbent and is running for his position again. Director Bergstrom made a motion not to nominate anyone which was seconded by Director Neifer. Motion passed unanimously.

**C. Adopt Resolution No. 2022-1 declaring an Election in November for Board Members whose terms are expiring and requesting election services from the County Clerk:**

Director Bergstrom made a motion to adopt Resolution No. 2022-1 declaring the election and requesting election services from the County Clerk. Director Mahoney seconded the motion that was passed unanimously.

**D. Review the Preliminary Budget for the Fire Agencies Self Insurance System (FASIS) regarding the District's Workers Compensation contribution for Fiscal Year 2022/2023 and make any adjustments:**

Director Bergstrom made a motion for the Finance Committee to make the necessary changes to FASIS. Director Neifer seconded the motion that passed unanimously.

**E. Vote for the Candidates to fill the expiring positions on the FASIS Board of Directors:**

Chair Hotaling moved to vote only for Director Mahoney. Director Bergstrom seconded the motion that passed unanimously.

The open meeting was adjourned and the Board went into Closed Session at 7:26 pm.

**F. 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 8:17 pm. Chair Hotaling reported that per the Memorandum of Understanding with Local 3800, negotiations have been formally re-opened and a meeting has been scheduled for Friday.

**G. Discuss the CalPERS Anticipated Schedule of Agency Actions and authorize the Board Chair to finalize the dates for submission to CalPERS:**

The District has received the 2 valuations from CalPERS. The next step in the process is to send CalPERS the anticipated schedule of Agency Actions. Chair Hotaling had drafted the dates. ~~Director Bergstrom questioned the use of an ordinance as the district has not adopted them before.~~ Motion made by Director Bergstrom to allow Chair Hotaling to amend the dates as needed after clarifying the use of an ordinance.

**10. There being no further business, the meeting was adjourned at 8:22 p.m.**

**Next Board Meeting: Monday, May 16, 2022**

Respectfully submitted,



Gillian Lofrano, Recording Secretary