



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 16, 2023

1. **Call the meeting to order and Roll Call:** Chair Hotaling called the meeting to order at 6:30 pm.

Directors in attendance: Danielle Hardesty, Cheryl Hotaling, Susan Mahoney, Randy Neifer and Larry Shields.

Staff in attendance: Fire Marshal Mark D'Ambrogi, District Manager Lofrano and Battalion Chief Slusher.

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 Hardesty seconded the motion that passed unanimously.
4. **Approval of Minutes:** Director Mahoney moved to approve the minutes for the meeting on May 15, 2023. 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:** Received a nice email thanking the engine company for participating in the United Auburn Indian Community 20th anniversary.
7. **Public Comment:** None
8. **Informational/Non-Action Items:**

- A. **Nevada County Professional Firefighters, Local 3800 (Local 3800):**

1. Waiting to hear back from CalPERS.

- B. **Fire Chief's Report by Fire Marshal Mark D'Ambrogi:**

1. Battalion Chief Slusher gave an update on Chief Gow. His procedure went well. He is in pretty good spirits and he can't wait to be back.
2. Penryn Volunteer Program Standard Operating Guideline is in draft form. Ready for review next month.
3. The white paper on succession planning is still in process.
4. Foresthill Fire has an interim Fire Chief and is holding interviews for a full-time Chief next week.
5. Fire Marshal D'Ambrogi met with Jeff Small from the Capitol Finance Group and reviewed the draft of the Fire Impact Study. The Board will have to approve the study and then it will go before the Board of Supervisors for their approval. Working on an annual increase in the mitigation fees for both Placer Hills and Newcastle. The annual cost of inflation is between 10 and 12%.

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

1. Fire code inspections: 1 single family dwelling, couple of hydros, 4 unit commercial plan review on Rippey Road, 2 civil plans for town homes.
2. The Winery 8 Project is on the Board of Supervisors agenda for tomorrow, June 20th.

3. Fire Marshal D'Ambrogi met with the project managers for the Penryn Apartments Project. There have been several different renditions for this development.

D. Battalion Chief's report:

1. Battalion Chief Slusher reported that there were 48 calls for the month and a total of 206 for the 3 districts. Penryn gave mutual aid 8 times and received it 8 times.
2. The burn ban goes into effect on June 26, 2023.

E. Director Committee Reports

1. **Personnel Committee:** Chair Hotaling reported that we are waiting for the CalPERS information and the approval of the amended MOU.
2. **Administrative Contract & Finance Oversight Committee:** Both current budget amendments and the preliminary budget for FY 23-24 were action items on the agenda.
3. **Ad hoc committee for Future Cooperation with other Fire Departments:** No report.

- F. Strike team review:** The report did not include the pre-positioning at the beginning of 2023.

9. Action Items

- A. Completion of probation and oath of office for Engineer Bradley Garrison, Firefighter Evan Diggs and Firefighter Sean Kaufman:** Captain Gordon introduced Engineer Bradley Garrison who was an intern and seasonal firefighter with Placer Hills before joining Penryn. Captain Barsdale introduced Volunteer Firefighter Evan Diggs who works with Alpha 1 ambulance and Engineer Keeler introduced Volunteer Firefighter Sean Kaufman. Several of their family members were in attendance. All 3 members successfully passed their 12 month probationary period. Fire Marshal D'Ambrogi administered the oath of office and they were congratulated by all.
- B. Appoint an Ad-Hoc committee to oversee Penryn Fire District's 100 year anniversary celebrations:** Directors Neifer and Shields volunteered to be on the committee. Chair Hotaling moved to approve the ad hoc committee of Directors Neifer and Shields. Vice-Chair Hardesty seconded the motion that was unanimously approved.
- C. Approve the rates for Fiscal Year 2023-2024 for Kingsley Bogard LLP:** Motion made by Director Neifer and seconded by Secretary Mahoney to approve the rates. Motion passed unanimously.
- D. Approve the purchase of 3 new recliners in the current Fiscal Year at a cost not to exceed \$7,000:** Captain Gordon presented several bids for recliners. Secretary Mahoney reported that there is funding for the 3 recliners in the current budget. Chair Hotaling moved to purchase the recliners at a cost not to exceed \$7,000. Director Neifer seconded the motion that passed unanimously.
- E. Adopt Resolution No. 2023-05 amending the budget for Fiscal Year 2022-2023.** Chair Hotaling thanked the Finance committee for the amended budget. Chair Hotaling moved to adopt Resolution No. 2023-05 amending the budget for FY 2022-2023. Director Neifer seconded the motion that was passed unanimously by roll call.
- F. Adopt Resolution No. 2023-06 approving the Preliminary Budget for Fiscal Year 2023-2024:** The Board would like to have Chief Gow present to discuss the capital replacement schedule. Director Neifer moved to adopt Resolution No. 2023-06 approving the

preliminary budget for FY 2023-2024. Director Shields seconded the motion that passed unanimously by roll call.

- G. **Approve the new Joint Operations Agreement for shared staffing to include Auburn City Fire Department to the original agreement between Newcastle, Penryn, Placer Hills and Foresthill Fire Protection Districts:** Director Neifer move to approve the Joint Operations Agreement between the 5 agencies. Secretary Mahoney seconded the motion that passed unanimously.
- H. **Approve to continue the Current Memorandum of Understanding with Local 3800 to the end of September at the request of Local 3800:** Chair Hotaling moved to approve the amended MOU and to sign the agreement after the Union has completed their process. Director Neifer seconded the motion that passed unanimously.

Chair Hotaling will miss next month's meeting.

The meeting was adjourned at 7:19 pm.

Next Board Meeting: Monday, July 17, 2023 6:30 PM - 8:00 PM (PST)

Respectfully submitted,



District Manager