



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 July 17, 2023

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

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

Staff in attendance: Fire Marshal/Acting Fire Chief Mark D'Ambrogi, Administrative Assistant Nicole Paskey, Battalion Chief Williamson, and Battalion Chief Nelson.

2. **Pledge of Allegiance:** Vice Chair Hardesty led the Pledge of Allegiance.
3. **Approval of Agenda:** Director Mahoney moved to approve the agenda as posted. Director Neifer seconded the motion that passed unanimously.
4. **Approval of Minutes:** Director Mahoney moved to approve the minutes for the meeting on June 19, 2023. Director Shields 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:** Project 8 Winery passed through Board of Supervisors.
7. **Public Comment:** None
8. **Informational/Non-Action Items:**
 - A. **Nevada County Professional Firefighters, Local 3800 (Local 3800):** None
 - B. **Fire Chief's Report by Fire Marshal Mark D'Ambrogi:**
 1. Foresthill's interim Chief has been named the new Fire Chief.
 2. Placer Hills has extended a conditional offer to a new Engineer, who is going through the hiring process.
 3. Cal Fire Hazardous severity zones map will reopen for a comment period through August 9th before finalizing the map.
 4. Presentations are being given at MAC Meetings on a general plan, which is a 3-5 year process. Working through a plan and process together with a consultant. There are opportunities for general public to get involved. If there is any interest, reach out to Chief D'Ambrogi.
 5. Rezone program - Placer County is rezoning areas. They are short approximately 1200-1300 units in the County of high density, affordable housing. August 9th is the first Town Hall Meeting for rezoning.
 - C. **Fire Marshal Mark D'Ambrogi's Monthly Report:**
 1. Fire code inspections: 1 single family dwelling, 1 final for single family dwelling, one planning variance.

D. Battalion Chief's Report:

1. Battalion Chief Williamson reported the first round of business inspections are complete. Next phase will include the required annual school inspections, followed by multi-family residences.
2. Battalion Chief Williamson reported that there were 43 calls for service in June, for a total of 297 calls for service for 2023 through June 30th. Penryn gave mutual aid 5 times and received it 1 time, totaling 56-unit responses for the month of June.
3. Battalion Chief Nelson reported all apparatus are operational at this time and the new station recliners have been ordered and should arrive mid-August.

E. Director Committee Reports

1. **Personnel Committee:** Vice Chair Hardesty reported that we are waiting for the CalPERS information.
2. **Administrative Contract & Finance Oversight Committee:** No report.
3. **Ad hoc committee for the 100 year anniversary celebrations:** Director Neifer is planning the 100 year celebration for October 2024 at the Post Office. Trying to involve the community as much as possible.

F. Review of the Impact Fee Study prepared by Capitol Public Finance Group: Board reviewed the documents, this will be on the agenda at the August Meeting to approve the study and fee. We are working with County to establish a fee change for all three Districts. Discussed implementing, and including in the resolution, an annual increase due to the continuing cost increase of doing business.

G. Review of the Volunteer Program Standard Operating Guideline: Draft SOG presented. The draft was reviewed by Command Staff and Line Personnel. Discussed recognizing that there are costs associated with a volunteer program of approximately \$8,000 per volunteer. Board discussed leaving it at the discretion of the Fire Chief as to how many volunteers are appropriate and, working with the Board, the budget can be revised to support the program as needed. Will be on the next agenda for Board approval.

9. Action Items

A. Consider and approve Placer County Auditor/Controller's agreement for services for Fiscal Year 23-24 at a cost of \$5,513.33.

Due to a 29% cost increase, Director Mahoney requested the County provide their methodology as to how they calculate this fee. Director Mahoney moved to approve the Placer County Auditor/Controller's agreement for services for Fiscal Year 23-24 at a cost of \$5,513.33. Director Neifer seconded the motion that passed unanimously.

The meeting was adjourned at 7:15 pm.

Next Board Meeting: Monday, August 21, 2023 6:30 PM - 8:00 PM (PST)

Respectfully submitted,
Nicole Paskey
Administrative Assistant