



PENRYN FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

MEETING MINUTES

Chair Hotaling, Vice-Chair Hardesty, Secretary Shields, Directors Heimlich and Verdugo

MINUTES OF THE REGULAR MEETING March 17, 2025

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

Directors in attendance: Cheryl Hotaling, Danielle Hardesty, Diego Heimlich, Larry Shields, and Robert Verdugo.

Directors absent: None

Staff in attendance: Fire Chief Gow, District Manager Armstrong, Battalion Chief Nelson and Battalion Chief Williamson.

2. **Pledge of Allegiance:** Chair Hotaling led the Pledge of Allegiance.

3. **Approval of Agenda:** Vice-Chair Hardesty moved to approve the agenda. Director Shields seconded the motion that passed unanimously.

4. **Approval of Minutes:** Director Heimlich moved to approve the minutes for the meeting on February 17, 2025. Director Verdugo seconded the motion that passed unanimously.

5. **Financial Report & Bill Approval:** Vice-Chair Hardesty moved to approve the financial report and expenses. Director Shields seconded the motion that passed unanimously.

6. **Correspondence:** N/A

7. **Public Comment:** N/A

8. **Informational/Non-Action Items:**

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

B. **Fire Chief Gow's Report:**

1. Assemblyman Patterson will be at Penryn Fire this Friday to honor our 100-year anniversary. Anticipate County Supervisors, Representatives from the United Auburn Indians and our board and personnel attending.
2. Have determined that the emergency phone does not work at the station. A sign has been posted, working on a solution.
3. Newcastle authorized the purchase and installation of a fuel vault, which will provide a savings to all of our districts.
4. Waiting for new SCBA's to arrive to put in service.
5. Physical exam and wellness program, still in progress and it will require us to meet with the Local 3800.
6. Workers Comp company would like us to make some plans to improve some of the district's policies.
7. Been having discussions with the City of Auburn on ways we can work together cooperatively. Currently looking at a plan where we would share command staff to allow for more efficiencies, just working on a concept at this point.
8. The Directors group held a meeting, Chief D'Ambrogi led a general conversation to review commonalities and goals.
9. The Municipal Service Review (MSR) will be heard at LAFCO on April 9th and the Sphere of Influence (SOI) will be heard on May 14th but there is a possibility it will get moved to the June meeting.

Fire Marshal D'Ambrogi's Report: No Report

Battalion Chief Nelson report:

1. Month of February; 50 calls, including 2 fires
2. 130 service calls year to date
3. Bids for windows and driveways being worked on by staff
4. Hose, ladder and pump testing coming up

Battalion Chief Williamson: No report

C. Director Committee Reports

1. **Personnel Committee:** Chair Hotaling reported that the committee met with the labor negotiation team.
2. **Administrative Contract & Finance Oversight Committee:** Vice-Chair Hardesty reported that the committee has not held a meeting.
3. **Ad hoc committee for future cooperation with other fire departments.** Vice-Chair Hardesty reported that they will be attending the next directors meeting on Monday

D. Update on Hope Way Project: Battalion Chief Williamson reported there are no updates, no plans have been submitted

E. Update on replacement of the Brush Engine

Chief Gow reported that we are still waiting on estimates.

9. Action Items

A. Consider and adopt Resolution No. 2025-04 Review and Accept the State Mandated Annual Fire Inspection Report for 2024

Battalion Chief Williamson reported this is the annual report on mandatory inspections, no changes since last year and all inspections were completed.

Motion made by Director Shields to adopt Resolution No. 2025-04. Director Heimlich seconded the motion, the motion passed unanimously.

B. Consider and accept a proposal for the renewal of the District's General Liability Insurance for April 1, 2025

Chair Hotaling asked about the business auto deductible being listed as FULL, which is different than last year.

Motion made by Chair Hotaling that we accept the proposal, provided that the business auto is a zero-dollar deductible, and to not include the additional cyber policy. Director Shields seconded the motion, the motion passed unanimously.

C. Consider and approve a one year extension of the Administration Contract with Placer Hills Fire Protection District

Chair Hotaling confirmed there is no change from last year's agreement.

Motion made by Chair Hotaling to approve the one year extension of the Administrative Contract with Placer Hills Fire Protection District. Director Verdugo seconded the motion, the motion passed unanimously.

D. Consider and vote for the Special District Representative for Placer County Local Agency Formation Commission

Chief Gow reported that another LAFCO commissioner recommended Judy Friedman, a current special district alternate. Staff have met with her and are recommend her to the board.

Motion made by Chair Hotaling to vote for Judy Friedman. Director Hardesty seconded the motion, the motion passed unanimously.

The public meeting was adjourned and the Board went into Closed Session at 7:15pm

E. 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 7:25pm. Chair Hotaling reported that no action was taken in closed session.

The meeting was adjourned at 7:26pm.

Next Board Meeting: Monday, March 17, 2025 6:30 PM - 8:00 PM (PST)

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Michelle Armstrong".

District Manager