

BOARD OF DIRECTORS

PLACER HILLS FIRE PROTECTION DISTRICT
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Alex Harvey
Peter Hills
Stephanie Stuart
Bret Tresidder
Mark Wright

MINUTES OF THE REGULAR MEETING; September 4, 2013

1. Call to order; Flag salute; Roll call:

Director Hills convened the regular meeting at 6 p.m.

Directors in attendance: Harvey, Hills, Stuart and Tresidder.

Staff in attendance: Chief Gow, District Manager Lofrano, Captain Nelson, Engineers Chambers, Mora and Paskey, Firefighter Beverage.

Guests: Mr. Bob Jeffries, Mr. Lofrano, Mr. McCray, Mr. Proctor, Mr. Stuart and Mr. Wright

2. Agenda approval:

Item 7a, interviews and appointment of a new director, was addressed after item 4 on the agenda. Item 7i, closed session was deferred to next month. The amended agenda was approved. (Tresidder/Harvey).

3. Approval of the minutes:

The minutes of the regular meeting on August 7, 2013 were approved as written. (Harvey/Stuart).

4. Public Comment: Mr. McCray made a generous donation of \$300 to the district.

7a. *Interviews and appointment of candidate to fill the vacant Board position*

Board members asked a series of questions to the applicants Mr. Lofrano and Mr. Wright. The applicants waited outside while the other was being interviewed. After the interviews were conducted, Mr. Bob Jeffries stated that it would be a conflict of interest if Mr. Lofrano was appointed with his wife as the Office Manager handling the books. He would take out papers for a recall. Chief Gow had legal documents stating that a spouse of an employee of the District could be a member of the Board of Directors. This issue has come up many times in the past. In fact the district has a long history of family members being on the Board of Directors. Director Stuart received 8 phone calls from constituents regarding this issue. She researched the election code and believes there is a conflict of interest and that there are direct and indirect effects. She stated that it would be disruptive to the day to day business of the district. There is a perception of impropriety. The district needs to restore its public image after the discord against Mr. Lofrano and District Manager Lofrano at the December 2012 Board meeting. Director Hills has served on many Boards and Councils with members who have spouses as employees. He personally will not be voting under a threat of a recall. Director Harvey was concerned about the effect on future funding measures. Director Stuart stated that the Board should be above reproach. Director Tresidder noted that Mr. Lofrano has had a long association with the district and has been both an exemplary resonder and Board member. Mr. Jeffries again threatened with a recall if Mr. Lofrano was appointed. Director Stuart believed that the legal opinion from 2001 was outdated and that the district would be open to legal proceedings if Mr. Lofrano was appointed on the Board. Director Tresidder moved to appoint Mr. Lofrano on the Board. This motion died due to a lack of a second. Director Stuart moved to appoint Mr. Wright on the Board. Director

Harvey seconded the motion which passed by 3 votes to 0. Director Tresidder abstained. The applicants were summoned into the meeting room. Director Hills thanked Mr. Lofrano for his application. Mark Wright was sworn in by Director Hills.

5. Correspondence (not covered in Agenda items below): None.

6. Information items:

a. *Fire Chief Ian Gow's report*

- It has been a hectic month with significant fire behavior.
- Brush 86 needs new tires.
- There are a couple of parties interested in purchasing Water Tender 85 and Grass 85.
- Recently hired 3 new apprentices and a couple of part-time employees. This should reduce the overtime hours.
- Chief Gow still has one more year to serve as the President of the Placer County Fire Chiefs Association. The Chiefs are standardizing equipment and training. The Municipal Services Review is out to bid. The Fire Chiefs had significant influence in the document.
- Director Stuart submitted the SAFER grant requesting 3 full-time benefitted positions. Senators Gaines and LaMalfa are submitting letters in support of the grant. Director Stuart reported that we were not awarded the SAFER Fire Prevention grant. Staff has been awarded a \$5,000 grant from Placer County to conduct defensible space inspections.
- PG&E gave safety training to the Fire Auxiliary.

e. Board Committee Reports:

- Director Hills reported that the Finance Committee did not meet because of the fire activity. A meeting will be scheduled later this month. There was also no meet and confer meeting.

7. Discussion and Action Items:

b. *Election of Board Secretary/Treasurer and review of committee assignment:*

Nomination made and passed unanimously to elect Director Wright as the Board's Secretary/Treasurer. The committee assignments were approved as follows:

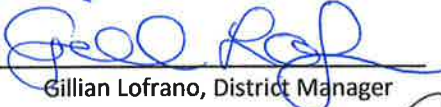
COMMITTEE	MEMBER	MEMBER
BUILDING/LONG RANGE PLANNING	HILLS	HARVEY
FIRE PREVENTION/EDUCATION	STUART	TRESIDDER
FINANCE/INSURANCE	TRESIDDER	HILLS
NORTHERN CALIFORNIA SPECIAL DISTRICTS INSURANCE AUTHORITY	HILLS (Representative)	WRIGHT (Alternate)
PERSONNEL/NEGOTIATIONS	HARVEY	STUART
SPEC DIST/LEGISLATIVE	TRESIDDER	HILLS

- c. *Award of contract to update the Fire Facility Fee Plan and Schedule:*
The District received 2 proposals from Goodwin Consulting Group and Willdan Financial Services. Willdan prepared this document 5 years ago and proposed a much cheaper fee for services. Motion made and passed unanimously to accept the proposal from Willdan Financial Services. (Tresidder/Stuart). Mr. Stuart wondered if the cost of the services was amortized in the schedule.
 - d. *Resolution No. 2013-06 approving the Appropriation Limit for Fiscal Year 2013-14:*
Motion made and passed unanimously adopting Resolution No. 2013-06 setting the Appropriations Limit at \$1,357,486.26, as calculated by Placer County, for Fiscal Year 2013-14. (Harvey/Tresidder).
 - e. *Consideration of joining California Special Districts Association:*
The Association provides current legislation updates, offers great training opportunities for staff and tax exempt financing for future improvements. The Finance Committee will discuss the merits of CSDA membership and report next month.
 - f. *Approval of application to borrow Placer County Treasury Funds for dry period financing:*
Motion made and passed unanimously to approve the application to Placer County for dry period financing for Fiscal Year 2013-2014. (Tresidder/Harvey).
 - g. *Discussion of future ballot measures for additional funding:*
This is a monthly agenda item. The Long Range Committee will meet later this month. Staff will research wording on the agenda to identify action and discussion items. Director Hills reported that the County's projection for the district's tax revenue has increased from 1% to 4%. However, the district is using reserves to balance the budget which will be depleted in approximately 2016. Director Stuart has been applying for grants and has initiated the EMT program as potential sources of revenue. The Judge allowed the case against the State's Fire Tax to move forward as a class action.
 - h. *Budget update and approval of expenses of \$109,584.47 for August 2013:*
Engine 84 needs repairs to the head gasket and alternator. The tires on Brush 86 are due to be replaced this year. Motion made and passed unanimously to approve the budget update and the check register for August 2013. (Harvey/Tresidder).
 - i. *Adjourn to Closed Session; Govt. Code 54957.6(a) Labor Negotiations; Board to discuss Memorandum of Understanding:*
Closed session deferred to next month.
8. Directors' comments:
- a. *Report on activities of interest to the District which the Director is engaged in or is considering. No action will be taken on these items at this meeting.*
 - b. *Request items for inclusion in subsequent meetings, or request a special meeting:*
Director Stuart requested the following items on next month's agenda; Strike Team participation and rate of pay; Review of the district's utilities. Director Stuart also requested a meeting of the Fire Prevention/Education committee to discuss a business plan for the EMT program. Director Tresidder requested a copy of the strike team policy. There are no OES water tenders available at this time.
 - c. *Reminder of next Board meeting:*

Wednesday, October 2, 2013 at 7 pm at Station 84.

b. Adjournment:

Motion made and approved by all to adjourn the meeting at 8:40 p.m. (Tresidder/Wright).

Respectfully submitted by: 
Gillian Lofrano, District Manager

Approved by:

Alex Harvey 

Peter Hills 

Stephanie Stuart 

Bret Tresidder 

Mark Wright 