

BOARD OF DIRECTORS

PLACER HILLS FIRE PROTECTION DISTRICT
P.O. Box 350, Meadow Vista, CA 95722
(530) 878-0405 Fax (530) 878-0959
www.placerhillsfire.org



Alex Harvey
Peter Hills
Fred Lofrano
Russell McCray
Mark Wright

MINUTES OF THE REGULAR MEETING: June 26, 2019

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

Director Hills convened the regular meeting at 6:00 p.m.

Directors in attendance: Harvey, Hills, Lofrano, McCray and Wright.

Directors absent: None.

Staff in attendance: Chief Kushen, District Manager Lofrano, Fire Marshal Brothers and Battalion Chiefs Nelson and Slusher.

2. Agenda approval:

Director Hills noted that the Board will adjourn into closed session upon the arrival of district counsel. Motion made and passed unanimously to accept the agenda. (Wright/Lofrano).

3. Approval of the minutes: Motion made and passed unanimously to approve the minutes of the regular meeting on May 22, 2019. (Lofrano/Wright).

4. Public Comment: None.

5. Correspondence (not covered in Agenda items below): Director Hills received a memo from Retired Chief Gow offering to re-establish the Fire Districts Financial Stability Task Force.

6. Information items:

a. Fire Chief Kushen

- We had an extrication demonstration using the new "Jaws of Life" funded by the Office of Traffic Safety grant at Pioneer Day.
- There was an all-day orientation for the new interns; 3 for Placer Hills and 3 for Newcastle.

Battalion Chief Nelson

- The regional SCBA grant is moving forward. The grant covers 78% of the actual cost of the unit. We can also order our additional units.
- Staff is working on long term solutions for Station 84.
- We are establishing a Joint Operations Agreement apparatus committee for Placer Hills, Newcastle and Foresthill.

Battalion Chief Slusher

- Staff responded to a hazmat incident involving a solar battery charging unit. There was a fatality on a vehicle fire on Interstate 80 between Clipper Gap and Applegate. Two other occupants were pulled to safety from the vehicle.
- The County has fixed the issues with response times in their new dispatching system. Our average response time is approximately 5 minutes.
- A swift water rescue class has been scheduled for August, dependent on fire season.

Fire Marshal Brothers

- Fire Marshal Brothers is working on an Ordinance for Hazardous Vegetation Abatement for next month's meeting. He is also working on a false alarm ordinance.
- All engine companies in the 3 districts are being trained on company fire inspections.

Fire Chief Kushen

- Captain Wood is on light duty and is assisting with fire prevention and administration duties in the office.
 - Both Foresthill and Newcastle Boards have approved their respective service agreements with Placer Hills.
 - The JOA is going well keeping all 3 districts staffed appropriately.
 - Chiefs Kushen and Slusher met with Lexipol to continue the development and implementation of the districts' policy manual.
 - Our audit for the federal fire incident was accepted and we received our reimbursement for the North fire.
 - Placer County is working on an "All Hazards Evacuation Plan"
 - Chief Kushen is working on emergency preparedness for potential power shut downs during the fire season.
 - Work has started on the Sugar Pine shaded fuel break. They hope to extend across the Bear River drainage to Nevada County. PG&E is working on a fuel break from Halsey Forebay to the Weimar Institute. PG&E is hosting a wildfire safety open house at the Holiday Inn in Auburn on July 24, 2019 from 6pm to 8pm.
 - Paving of Placer Hills Road starts on July 1, 2019.
- e. *Directors reports:* Directors Harvey and Hills attended the district's workers compensation committee meeting held at Station 84 today. They thanked staff for preparing the meeting room. The annual workers' compensation contribution was approved. Northern California Special Districts Insurance Authority offers general liability insurance.

7. Discussion and Action Items:

b. Request to waive the new parcel tax on a remnant parcel:

Director Lofrano made a motion to waive the parcel tax with a second by Director Harvey. However, after some discussion and with Director McCray's recommendation to have a policy in place first, the motion was withdrawn. Staff will work on a policy and application for the process.

The open meeting was adjourned at 6:33 and the Board went into Closed Session.

a. Closed Session:

- i. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION; Pursuant to California Government Code § 54956.9 Tess Clark v. Placer Hills Fire Protection District SCV0040302
- ii. CONFERENCE WITH LEGAL COUNSEL; Pursuant to California Government Code § 54956.9(b): Anticipated Litigation (one case)

The open meeting was reconvened at 6:58 pm. Director Hills reported that for item i. legal counsel was not present so there was nothing to report. Under item ii, Board discussed by phone with counsel but no action was taken.

- c. Captain Palombi's completion of probation:
Everyone congratulated Captain Palombi on the completion of his probation and paramedic accreditation.
- d. Approve 2nd reading of Ordinance No. 2019-01 establishing a fee schedule for fire code inspections for new construction:
Fire Marshal Brothers requested approval of Ordinance No. 2019-01 establishing a fee schedule for fire code compliance inspections for commercial buildings, premises and new construction. The Board approved the first reading earlier this year. The charges are slightly lower than the average in Placer County. Motion made and passed unanimously to approve Ordinance No. 2019-01 with an effective date of July 1, 2019. (Lofrano/McCray).
- e. Approve the service agreements with Foresthill and Newcastle Fire Districts:
Director Hills reported that the contract committee had informal discussions with Newcastle but did not meet with Foresthill. They hope to meet with them in the near future to discuss Fire Marshal services and repair and maintenance programs. Both service agreements have been approved by their respective Boards. Motion made and passed unanimously to approve the service agreements with both Foresthill and Newcastle Fire Districts. (Harvey/Lofrano).
- f. Approve prepayment of CalPERS unfunded accrued liability:
Motion made and passed unanimously to approve the CalPERS prepayment. (Wright/Harvey).
- g. Approve the increased billing rates for Kingsley Boqard Attorneys, for employment and labor related matters:
The attorney is familiar with our labor group. The increased rates are typical for these services. Motion made and passed unanimously to approve the increased rates. (Harvey/Lofrano).
- h. Adopt the Preliminary Budget for Fiscal Year 2019/2020:
The Finance Committee met and recommended a "roll over" budget which does not reflect any salary, benefit or position changes. A new capital asset account has been added for future facility improvements. The cost of the special election has been budgeted and funding for additional intern firefighters. Grant expenditures include the SCBAs, burn simulator and a new staff vehicle. Motion made and passed unanimously to adopt the preliminary budget for Fiscal Year 2019/2020. (Lofrano/Harvey).
Motion made and passed unanimously to adopt Resolution No. 2019-03 approving a cost of living increase of 3.3% for the existing special taxes. (Does not include Measure A parcel tax). (Harvey/Lofrano).
- i. Resolution No. 2019-04 Collection of Charges on the Tax Roll:
Motion made and passed unanimously to adopt Resolution No. 19-04 requesting Placer County Auditor-Controller to collect the district's charges on the tax rolls. (Wright/Harvey).
- j. Staff request for seasonal firefighters:

Chief Slusher requested additional staffing for Station 84 during the fire season. The rough cost would be approximately \$25,000 per firefighter at the California minimum wage. Motion made and passed unanimously to approve the seasonal staffing. (Harvey/McCray). Motion made and passed unanimously to approve the interim Limited Term Seasonal Firefighter job description at the California minimum wage, exempt from the district's retirement plan and \$400 annually for uniform. (Harvey/Lofrano). Staff will bring corrected job description and identify potential costs to next month's meeting.

k. Budget update and approval of expenses:

Motion made and passed unanimously to accept the budget update and the expenses of \$173,243.86 for the period from May 18 to June 21, 2019. (McCray/Wright)

l. Approval of Chief Kushen as the District's Real Estate Negotiator:

Director Hills reported that the expansion of the engine bays at Station 84 is not feasible at this time. Chief Nelson found a building for sale to accommodate the administration offices which would allow different planning options for Station 84. Director Hills suggested the following phases for Station 84:

Phase 1: Purchase and relocate the administration offices

Phase 2: Hire an architectural firm to design the fire station and provide a cost estimate

Phase 3: Consider options for financing the project

Phase 4: Plan for the temporary re-location of staff and apparatus during construction

Phase 5: Demolish and build the new station

Chief Nelson brought forward the proposition of purchasing the building at 17020 Placer Hills Road, Meadow Vista at the Long Range Committee. The 2-story building has 4 units with 3 being leased at this time. A motion was made and passed unanimously to appoint Chief Kushen as the real estate negotiator regarding the property at 17020 Placer Hills Road, Meadow Vista. (Lofrano/Wright).

The open meeting was adjourned and the Board again went into Closed Session at 8:24 pm.

m. Closed Session:

- i. CONFERENCE WITH REAL PROPERTY NEGOTIATOR pursuant to California Government Code § 54956.8;
- ii. CONFERENCE WITH LABOR NEGOTIATORS pursuant to California Government Code § 54957.6(a) District negotiators: Directors Harvey and Lofrano;
- iii. PUBLIC EMPLOYEE PERFORMANCE EVALUATION pursuant to California Government Code § 54957(b)(2): Fire Chief

The open meeting was reconvened at 10:40 pm. Director Hills reported that for item (i) the Board gave direction to Chief Kushen as the real estate negotiator regarding 17020 Placer Hills Road, Meadow Vista. Under item (ii), the Board gave direction to the negotiating team and a Special Board meeting was scheduled for July 9, 2019 at 3 pm. to continue this item. Under item iii, the Board continued the performance evaluation of the Fire Chief.

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: Special meeting scheduled for July 9, 2019 at 3 pm.*
- c. *Reminder of next Board meeting: Regular meeting July 24, 2019 at 6 pm.*

9. Adjournment:

There being no further business, the meeting was adjourned at 10:43 p.m.

Respectfully submitted by:


Gillian Lofrano, Board Secretary

Approved by: 

