

# 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](http://www.placerhillsfire.org)



Alex Harvey  
Peter Hills  
Fred Lofrano  
Russell McCray  
Mark Wright

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## MINUTES OF THE REGULAR MEETING: March 23, 2022 - amended

Held in Unit 2A, 17020 Placer Hills Rd., Meadow Vista and by a Zoom teleconference.

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

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

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

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

2. Agenda approval:

Motion made and passed unanimously to accept the posted agenda. (Lofrano/Wright).

3. Approval of the minutes:

Motion made and passed unanimously to approve the minutes of the regular meeting on February 23, 2022. (Wright/McCray).

4. Public Comment: None.

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

6. Information Items:

a. Fire Chief Gow

- Chief Gow reported that the Engineer's tests have been completed and offers were extended to candidates from Placer Hills and Penryn. Chief Gow met with the background investigator to streamline the process for pre-employment background checks. Estimated time of completion is 4 weeks.
- Thermal Imaging Cameras were purchased for all three districts and will be reimbursement through a State Grant.
- Penryn Fire: Vacancy has been filled. We should receive the Cal PERS valuations in the near future.
- Newcastle Fire: Station Ground Breaking Ceremony scheduled for April 12<sup>th</sup>.
- Station 86 annual lease with Union Pacific is ending; the new lease will increase to \$5,000. Currently looking to enlarge the station lot to include the training center.
- Chief Gow and President Hills met with Supervisor Gustafson regarding the County closing the Applegate Library. The Applegate Civic Center would be interested in leasing this property to the Fire Department.

b. Fire Marshal D'Ambrogi

- Fire Marshal D'Ambrogi reported that activity has picked up recently to include 2 new sets of plans, 1 hydro test, 3 single family dwellings and 6 propane line inspections. Received a permit for a Public Assembly for an outdoor event at a private residence. This permit process is in place for all three Districts.

- Hazardous Mitigation: Fire Marshal D'Ambrogi reported that he has received multiple calls for assistance relating to recent storm damage. Currently there are no grant programs out there for the general public to access for clean up assistance.
- President Hills reported that Applegate Civic Center's insurance has been cancelled due to proximity of high hazard areas.

c. Battalion Chief Slusher

- Chief Slusher reported that, along with Chief Gow, station inspections have been completed for Placer Hills. They will continue with Newcastle and Penryn. He complemented the staff on the cleanliness of the stations.
- The district ran 122 calls in February, mutual aid was given 22 times and received twice. Two conditional offers of employment have been made to make all three agencies fully staffed.
- SEEK Thermal Imaging Cameras: Cost is \$500 per camera. Six were purchased for Placer Hills, three for Newcastle and 3 for Penryn. These cameras are smaller, with better cameras and better picture image.
- Training Center: Monies has been allocated in this budget to be used for engineering and architect services.
- Chief Slusher reported that Chief Nelson is not back on duty at this time. PG&E costs have increased 22% and that staff is evaluating the cost of solar. The Battalion Chief's rig 8412 is complete and looks great. Chief D'Ambrogi will get the Tahoe. Chief Gow has his vehicle back as well. Engine 86 is out of service for a recall and repaint and will be back in service in the next week or two. Pump testing will start soon.

d. Placer Hills Firefighters Association report: Chief Slusher reported that the Association is planning a full-scale Pioneer Day this year.

e. Local 3800: No report.

f. Board Committee reports:

- Finance Committee: The Committee will meet with Jeff Small, Capitol Public Finance Group, in April to discuss the financial feasibility analysis.
- Long Range Committee: Septic viability: Director Lofrano reported that the septic company is working with the architect and will share information once received.
- Ad hoc Committee for reorganizations: President Hills reported that they are drafting a concurrent resolution to proceed with the reorganization. When finalized, they will meet with the LAFCO Executive Officer. The draft was changed to coincide with the Board elections on even years. Penryn's CalPERS retirement contract would revert to Placer Hills' plan if they reorganized with Placer Hills as the lead agency. Further discussion needed on how CalPERS will deal with a merger. Penryn will receive the valuations next week. Both committees for Placer Hills and Newcastle were in favor of keeping the Placer Hills name.

7. Discussion and Action Items:

a. Review and approve the 1<sup>st</sup> reading of Lexipol Policies Chapter 9 (list attached) (action):

Chief Gow reported that in Chapter 9, the largest chapter, you will see substantive changes next month to the injury & illness policy and removal of a majority of the uniform

policy. Motion made and passed unanimously to approve the first reading. (Lofrano/Wright)

b. Consider and approve the Finance Committee's and Staff's recommendation to move up the purchase of a Type 1 engine (action):

Staff were concerned about the increase in costs and extended time of delivery for new apparatus. Upon review of the capital replacement schedule, the committee recommended moving up the purchase of the Type 1 engine. They also recommended replacing the purchase of the staff vehicle with a small tract vehicle.

Director Peter Hills noted that Newcastle would receive E86 **after we receive our new engine** and would provide ALS if we merged. Motion made and passed unanimously to amend the capital replacement plan and to order the new Type 1 engine now. (Harvey/Wright). Discussions followed on funding options. President Hills will meet with the Supervisors to discuss the prospect of the county assisting with large capital expenditures.

c. Consider and approve the lease/purchase of a new copier for the Administration Offices:

District Manager Lofrano reported that the lease for the administrative office copier is up. The new lease for the new, upgraded copier costs less than the current one. Motion made and passed unanimously to approve the purchase of a new copier. (Lofrano/Wright).

d. Update on Department's COVID-19 response (information)

Continuing with the usual protocols.

e. Budget update and approval of expenses (action)

Chief Gow reported that we are over budget with fuel costs. The new station in Newcastle will have fuel vaults for both gas and diesel. Motion made and passed unanimously to approve the budget update and the expenses of \$214,725.91. (Lofrano/McCray).

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.*

The districts' ad hoc committees for reorganizations will meet with LAFCO.

A meeting with Supervisors Gustafson and Holmes is scheduled for April.

The ad hoc committees for the administration contracts will be meeting next week.

Nicole Paskey has accepted the position of Administrative Assistant and her start date was still to be determined.


b. *Request items for inclusion in subsequent meetings or request a special meeting:*

c. *Reminder of next Board meeting(s): April 27, 2022.*

9. Adjournment:

There being no further business, the meeting was adjourned at 7:36 pm.

Respectfully submitted by:

  
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Gillian Lofrano, Board Secretary

Approved by:   
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Fred Lofrano, Director