

# BOARD OF DIRECTORS

PLACER HILLS FIRE PROTECTION DISTRICT  
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Alex Harvey  
Peter Hills  
Fred Lofrano  
Russell McCray  
Mark Wright

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## MINUTES OF THE REGULAR MEETING: June 28, 2023

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: Harvey, Hills, Lofrano, McCray and Wright.

Directors absent: None.

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

### 2. Agenda approval:

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

### 3. Approval of the minutes:

Motion made and passed unanimously to approve the minutes for the regular meeting on May 24, 2023. (McCray/Wright).

### 4. Public Comment: None.

### 5. Correspondence (not covered in Agenda items below): The Board received correspondence from Smith & Newell CPAs upon the conclusion of the audit.

### 6. Information Items:

#### a. Fire Chief's Report by Fire Marshal Mark D'Ambrogi

- CalFire were at peak staffing as of 6/26/2023 and the helicopter is located at the Auburn Station. Burn ban is in effect.
- Dennis Martin is the Acting Chief at Foresthill. Foresthill conducted interviews for a permanent Fire Chief.
- Fire Marshal D'Ambrogi is working on an annual increase for the Mitigation fees for Placer Hills and Newcastle. Penryn is in the process of the 5-year study for their Mitigation fees. The draft is showing a 30%-40% increase in the fees.

#### b. Fire Marshal report by Fire Marshal Mark D'Ambrogi

- Construction is relatively slow, probably due to the increase in interest rates.
- Reviewed 4 single family plans, conducted 2 hydro rough inspections, 2 final inspections and 3 propane gas inspections. 3 cell towers are being upgraded with generator systems for power outages.
- 2 neighborhoods are interested in becoming "Firewise Communities". The FAIR plan offers discounts to these communities.
- Winchester is considering a monument sign for the Ridgemore entrance.

#### c. Battalion Chief Williamson

- Engine companies are inspecting the businesses – finding extinguishers out of service.

Battalion Chief Slusher

- 110 calls for the month, 210 districtwide. Gave mutual aid 14 times and received aid 3 times.
- Captain Lippold is still working full-time as a mechanic at Station 85.
- Engineer testing on July 7<sup>th</sup> to fill the vacant engineer's position. The background takes about 2 months to complete.
- Staff is working on repairs at the parking lots at Station 85 and 86.

d. Placer Hills Firefighters Association report: No report.

e. Local 3800: No report.

f. Board Committee reports:

- i. Finance Committee: President Hills attended the meeting of the district's workers compensation carrier. They are waiting until January to determine if they will give a dividend. They have a new software interface for claim reporting.
- ii. Long Range Committee: Director Lofrano is interested in going to the State level to seek funding.
- iii. Ad hoc Committee for reorganizations: On hold – waiting for the LAFCO MSR.
- iv. Director Harvey reported that the lookouts will only be manned on extreme fire weather days and with 2 people on duty at the same time.

7. Discussion and Action Items:

a. Consider a request from Mr. Duerst to remove the Measure A parcel tax:

Mr. Duerst owns a small land-locked parcel that cannot be developed. Director Lofrano moved to exempt this parcel from the Measure A tax. Director Wright seconded the motion which passed 4 - 0. Director Harvey recused himself from the vote as he personally knows Mr. Duerst.

b. Approve Auburn City joining the Joint Operations Agreement with Newcastle, Penryn and Foresthill Fire Districts :

Penryn and Foresthill have approved the agreement. Still waiting for Auburn City to approve the agreement. Motion made and passed unanimously to approve President Hills to sign the agreement after Auburn City has signed it and that there have been no modifications to the agreement. (Wright/Lofrano).

c. Approve the rates for Kingsley Bogard Attorneys for Fiscal Year 2023-2024:

Motion made and passed unanimously to approve the rates as presented for Kingsley Bogard Attorneys. (Wright/Harvey).

d. Approve the job description for the District Manager's position:

President Hills noted that the description covered the duties of the District Manager. The Board added a degree or 5 years of service in a related field would be desirable to the qualifications. Motion made and passed unanimously to approve the job description with the changes. (Lofrano/Harvey). In the new Lexipol policy, uniforms are referred to a uniform standard operating guideline. Motion made and passed unanimously to make this change in the job description. (Wright/Harvey).

e. Approve the notice and hiring practice for the District Manager's position:

Staff had not prepared a notice as it was dependent on the job description. This item was continued to next month.

f. Adopt Resolution No. 2023-05 approving the Preliminary Budget for Fiscal Year 2023-2024:

The Finance Committee met and projected the end of year costs for Fiscal Year 2022-2023 - there is an extra pay period in this Fiscal Year. There is a deficit of \$111,000 in the Preliminary Budget for Fiscal Year 2023-2024. The committee struggled to find areas to make changes to reduce spending. The committee discussed the effectiveness and need for a full time mechanic and potential options of revenue sources with purchasing a pump test trailer. This would also require an upgrade in the maintenance facilities. Motion made and passed unanimously to adopt the Preliminary Budget for Fiscal Year 2023-2024. (Lofrano/Wright).

g. Information on the changes to the Brown Act as of January 1, 2023:

The Board discussed the changes.

h. Approve the Budget update and monthly expenses:

Motion made and passed unanimously to approve the budget update and the expenses of \$398,802.83. (Lofrano/Wright).

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.*

Director Wright will miss the meeting in July.

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

c. *Reminder of next Board meeting(s): July 26, 2023.*

9. Adjournment:

There being no further business, the meeting was adjourned at 7:18 pm.

Respectfully submitted by:



Gillian Lofrano, District Manager

Approved by: 

Peter Hills, President