

PENN VALLEY FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS  
David Farrell, Chairman  
Kurt Grundel, Vice-Chairman  
Terry McMahan, Director  
Bruce Puphal, Director  
Bruce Stephenson, Director



P.O. Box 180  
Penn Valley, CA 95946  
(530) 432-2630

AGENDA

For Regular Meeting of the Board of Directors  
Wednesday January 2, 2019 @ 6:30 P. M. at Station No. 43  
10513 Spenceville Road  
Penn Valley, California

The Board of Directors welcomes you to its meetings which are scheduled the first Tuesday of each month, and your interest is encouraged and appreciated. All meetings are recorded.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE BOARD ON A MATTER ON THE AGENDA: After receiving recognition from the Chairperson, please give your name, address and your comments or questions. In order that all interested parties have an opportunity to speak, please limit your comments to the specific item under discussion. Time limitations shall be at the discretion of the Board. The Chairperson or Vice-Chairperson may limit any individual to not less than 3 minutes.

Copies of agenda materials may be obtained in the District Business Office, 10513 Spenceville Rd. Penn Valley, California at a cost of 10 cents per page.

All items on the agenda may be acted upon by the Board of Directors.

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I. STANDING ORDERS: Call the Meeting to Order.

1. Pledge of Allegiance
2. Roll Call

II. \*PUBLIC COMMENTS (See page 3)

III. \*CONSENT CALENDAR Approximate time: 3 Minutes

These items are expected to be routine and non-controversial. They will be acted upon by the Board of Directors at one time without discussion. Any board member, staff member or interested party may request that an item be removed from the consent calendar for discussion.

1. Penn Valley Fire Department Auxiliary
2. Review/Approval of Minutes of Regular Meeting from December 11, 2018
3. Review/Approval of Payment of Bills and Payroll for November 2018
4. Review/Approval of Financial Reports through November 2018

IV. \*PERIODICAL WRITTEN REPORTS/MINUTES

1. Nevada County Fire Chiefs' Association - (Chief Wagner)
2. Nevada County Fire Agency - (Kurt Grundel)
3. LAFCo - (Kurt Grundel)
4. Penn Valley Firefighters Association Report (PVFFA Officer)

V. \*FIRE CHIEF'S REPORT

VI. \*DISCUSSION/ACTION ITEM

1. Election of Chairperson and Vice-Chairperson
2. Annual Approval of Signatures for Nevada County Auditor-Controller's Office

VII. \*DIRECTOR'S REPORTS

1. Chairperson Farrell
2. Vice-Chairman Grundel
3. Director McMahan
4. Director Puphal
5. Director Stephenson

VIII. \*INFORMATIONAL CORRESPONDENCE/INFORMATIONAL ITEMS

(See red correspondence book)

IX. \*GOOD OF THE ORDER

X. ADJOURNMENT

\*(The Board Can Discuss These Items at Any Time during the Meeting.)

This agenda was posted on designated bulletin boards 72 hours in advance of the meeting at the following location: 10513 Spenceville Rd., Penn Valley CA

PERSONS DESIRING TO ADDRESS THE BOARD PUBLIC COMMENT:

Members of the public shall be allowed to address the Board of Directors on items not appearing on the agenda which are of interest to the public and are within the subject matter jurisdiction of the Board, provided that no action shall be taken unless otherwise authorized by Government Code Section 54954.2 (b) (2). The following procedures shall be in effect with regard to the public's exercise of this right:

- 1) The total amount of time allotted for receiving such public comment may be limited to not less than 15 minutes during any regular or special Board meeting.
- 2) The Chairperson or Vice-Chairperson may limit any individual to not less than 3 minutes. Time to address the Board will be allocated on a basis of the order of requests received. Not all members may be allowed to speak if the total time allocated expires.

AGENDA ITEMS: The opportunity of the public to be heard on an item shall be provided during the consideration of that item. (Government Code Section 54954.3). In the interest of time, the Board may limit the length of any such comment or input.

Posted: \_\_\_\_\_

AGENDA, January 2, 2019

PENN VALLEY FIRE  
PROTECTION DISTRICT

CONSENT CALENDAR

PENN VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
REGULAR MEETING  
DECEMBER 11, 2018

A regular meeting of the Board of Directors of the Penn Valley Fire Protection District was called to order by Chairman Farrell at 6:30 P.M. at Station 43. Captain Pitts led the Pledge of Allegiance. Roll call was taken.

PRESENT

Directors: David Farrell, Joey Jordan, Terry McMahan and Bruce Stephenson

Absent: Kurt Grundel

Board Clerk: Debbie Hughes

Others: Chief Wagner, Finance Administrator Thelen, Bruce Puphal and PV Firefighters.

APPOINTMENT OF NEW BOARD DIRECTOR BRUCE PUPHAL

Bruce Puphal won one of the open Director spots in the November election so he's being sworn in tonight. He recited the Oath of Office.

Director Jordan is retiring her position to Director Puphal. Chief Wagner presented her with a commemorative water nozzle plaque. Chairman Farrell thanked her for her service this past year and said she's done a tremendous amount for the Board with her public background knowledge.

Break for Refreshments: 6:35 – 7:00 P.M.

CONSENT CALENDER

Director McMahan motioned to approve the consent calendar as presented. Director Stephenson seconded. Motion unanimously carried.

NEVADA COUNTY FIRE CHIEFS ASSOCIATION

Chief Wagner reported:

- Nevada County District Attorney Cliff Newell said districts can send him information about restitutions such as DUIs that they respond to for inclusion for payment when the person goes to court.
- Chief Bierwagon who is the Operation Area Coordinator (OAC) for Region 4 said he's working with State OES regarding getting the requests for strike teams out quicker. It was 4 hours before Nevada County received the request for strike teams for The Carr

December 11, 2018

Fire incident. The first fire chief to arrive at The Carr Fire ordered 45 strike teams. This will be brought up at the Region 4 OES end of year meeting in January.

- Our radios aren't pulling up enough frequencies on strike teams to communicate with other personnel on the fires.
- The next meeting for the Nevada County Type III Incident Support Team will be January 16<sup>th</sup> in the Board of Supervisors chambers.
- Christy Harlan from S-SVEMS thanked Sierra Nevada Ambulance for providing ambulances for The Carr Fire. We didn't have enough personnel to staff them and staff the stations too.
- Chief Good stepped down from the Nevada County Training Officers Association. Chief Bierwagon is now heading it up.
- The training tower at Sierra College in Grass Valley has been approved by all signatories. It should be a quick approval process as this same tower plan has already been approved for other campuses in CA. The Fire Academy has 30-35 students signed up with a waiting list in Nevada County.
- NYP Cal Fire Chief Morris has moved on and Brian Estes is acting Unit Fire Chief until they hire somebody else.

#### NEVADA COUNTY FIRE AGENCY (NCFA)

K. Grundel absent.

#### LAFCO

Will be holding an Ethics Class February 12, 2019. Chief Wagner, Vice-Chairman Grundel and Director Puphal will need the class.

#### PENN VALLEY FIREFIGHTERS ASSOCIATION

Director McMahan said it was well attended with almost double the amount of people than October had. Director Stephenson said there were three people who were displaced from the Carr Fire that attended the breakfast. Captain Pitts decided to offer them free breakfasts and Director Stephenson wanted the board to know in his eyes that was a good decision that he stands behind.

#### FIRE CHIEFS REPORT

Chief Wagner reported:

- The number of calls we were dispatched to in November was up at 141.
- Director McMahan said there was a community preparedness meeting at the Rood Government building. There were at least 500 people in attendance, with fire chiefs on the panel to answer questions. Another meeting will be held soon.
- The solar panels were finished today. PG&E needs to inspect and then it should be 4 to 6 weeks and we'll be up and running. MPower has agreed to pay for the \$4,200 appraisal we had to have to meet their requirements, even though we found out after the fact that they can't finance public agencies.
- The concrete work is also complete.

December 11, 2018

- The next round of intern interviews for recent graduates of the fire academy are being set up.
- Captain Thomas chaired the November 7<sup>th</sup> Nevada County Emergency Medical Care Committee (EMCC) meeting at the Veteran's Hall.
- Fire safety and evacuation is a hot topic after the Camp Fire in Paradise. The town of Paradise had practiced drills for evacuations prior to the fire but it was so fast moving it was still difficult to get people out. However, the residents probably remembered something from that because they turned two-way streets into one-way outs. Nevada County is pushing to activate Search and Rescue instead of law enforcement from other counties to be 1<sup>st</sup> in to help with evacuations.
- Joann Anders is working on a FEMA grant for us for a part-time fire inspector for wildland and residential hazardous vegetation.

#### Fire Prevention/EMS

- Our engine companies have been committed to annual hose testing.
- Staff has been receiving training in new medical protocols.

#### DISCUSSION/ ACTION ITEMS

##### VI-I Proposal from Lake Wildwood Association Regarding Fuels Reduction Grant

Chief Wagner explained that LWW is filing for a grant from Cal Fire for fuels reduction. To do this they must have a 501(C)(3) non-profit and they have a 501(C)(4) or be a public agency. They wanted to ask to run this through the district and give us the 12% administrative fee. Director Puphal attended a meeting in LWW and if they received this grant, they would be able to manage the fire vegetation overgrowth, manage driveway clearances and eventually clear a perimeter around LWW. Director Stephenson motioned to approve going on record as the grantee for LWW. Director McMahan seconded. Motion unanimously carried.

#### DIRECTOR'S REPORTS

1. Chairman Farrell – He attended the Auxiliary luncheon and they have at least \$47,000 to give to us but they still have one more week of sales to add to that.
2. Vice Chairman Grundel – Absent.
3. Director McMahan – No report.
4. Director Puphal – No report.
5. Director Stephenson – No report.

#### INFORMATIONAL CORRESPONDENCE/INFORMATIONAL ITEMS

(refer to red correspondence book)

#### GOOD OF THE ORDER

Chief Wagner had a flyer from FAIRA stating that they had 7 open positions.

December 11, 2018

**ADJOURNMENT**

The board adjourned at 8:00 P.M.

Respectfully submitted,

Debbie Hughes  
Clerk to the Board

DRAFT

# **BALANCE ON ACCOUNTS**

November 30, 2018

	<b><u>Operating</u></b>	<b><u>B&amp;E</u></b>	<b><u>Impact</u></b>	<b><u>Totals</u></b>
Unassigned	363,228			
Designated	386,367			
<b>11/30/2018</b>	<b>\$ 749,595</b>	<b>\$ 254,702</b>	<b>\$ 76,048</b>	<b>\$ 1,080,345</b>
11/30/2017	\$ 555,840	\$ 214,125	\$ 69,402	\$ 839,367
Difference	\$ 193,755	\$ 40,577	\$ 6,646	\$ 240,978



**PENN VALLEY FIRE PROTECTION DISTRICT  
INCOME RECEIVED  
November 2018**

	<u>3RESC (1OP)</u>	<u>1OP - Other (1OP)</u>	<u>Total 1OP</u>	<u>3IM</u>	<u>TOTAL</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4044 · ST-OTHER IN LIEU	0.00	24.55	24.55	0.00	24.55
4301 · INTEREST INCOME	0.00	0.01	0.01	0.00	0.01
4496 · PROP 172 PUBLIC SAFETY	0.00	16,830.07	16,830.07	0.00	16,830.07
4527 · DEVELOPMENT FEES	0.00	0.00	0.00	12,881.60	12,881.60
4580 · AMBULANCE REVENUE	27,332.12	0.00	27,332.12	0.00	27,332.12
4620 · OTHER REVENUE					
4620G · Oth Rev-Signs	0.00	90.00	90.00	0.00	90.00
<b>Total 4620 · OTHER REVENUE</b>	<u>0.00</u>	<u>90.00</u>	<u>90.00</u>	<u>0.00</u>	<u>90.00</u>
4640 · DONATIONS					
4640B · Designated					
4640B-1 · Smoke Detector Program	0.00	227.00	227.00	0.00	227.00
<b>Total 4640B · Designated</b>	<u>0.00</u>	<u>227.00</u>	<u>227.00</u>	<u>0.00</u>	<u>227.00</u>
4640E · Misc Donations	0.00	0.00	0.00	30,000.00	30,000.00
4640 · DONATIONS - Other	0.00	50.00	50.00	0.00	50.00
<b>Total 4640 · DONATIONS</b>	<u>0.00</u>	<u>277.00</u>	<u>277.00</u>	<u>30,000.00</u>	<u>30,277.00</u>
<b>Total Income</b>	<u>27,332.12</u>	<u>17,221.63</u>	<u>44,553.75</u>	<u>42,881.60</u>	<u>87,435.35</u>
<b>Gross Profit</b>	<u>27,332.12</u>	<u>17,221.63</u>	<u>44,553.75</u>	<u>42,881.60</u>	<u>87,435.35</u>
<b>Net Ordinary Income</b>	<u>27,332.12</u>	<u>17,221.63</u>	<u>44,553.75</u>	<u>42,881.60</u>	<u>87,435.35</u>
<b>Net Income</b>	<u>27,332.12</u>	<u>17,221.63</u>	<u>44,553.75</u>	<u>42,881.60</u>	<u>87,435.35</u>

**PENN VALLEY FIRE PROTECTION DISTRICT  
PAYROLL SUMMARY**

November 2018

	<b>ADM (2GENL)</b>	<b>FT (2GENL)</b>	<b>PCF (2GENL)</b>	<b>Total 2GENL (1OP)</b>	<b>Total 1OP</b>	<b>TOTAL</b>
<b>Ordinary Income/Expense</b>						
<b>Expense</b>						
<b>5100 - WAGES</b>						
5101 - Wages						
5102 - Full Time Fire	1,107.46	74,665.18	0.00	75,772.64	75,772.64	75,772.64
5103 - Part Time	0.00	0.00	2,079.22	2,079.22	2,079.22	2,079.22
5104 - Admin	8,233.28	0.00	0.00	8,233.28	8,233.28	8,233.28
5101 - Wages - Other	0.00	9,244.80	0.00	9,244.80	9,244.80	9,244.80
<b>Total 5101 - Wages</b>	<b>9,340.74</b>	<b>83,909.98</b>	<b>2,079.22</b>	<b>95,329.94</b>	<b>95,329.94</b>	<b>95,329.94</b>
<b>5105 - PAYROLL TAX EXPENSE</b>	<b>136.44</b>	<b>1,214.19</b>	<b>193.08</b>	<b>1,543.71</b>	<b>1,543.71</b>	<b>1,543.71</b>
<b>5150 - PERS</b>						
5151 - District Portion - Fire	0.00	5,501.03	0.00	5,501.03	5,501.03	5,501.03
5153 - District Portion - Admin	626.32	0.00	0.00	626.32	626.32	626.32
5161 - Dist Paid MOU Fire	0.00	2,499.55	0.00	2,499.55	2,499.55	2,499.55
5150 - PERS - Other	0.00	2,410.84	0.00	2,410.84	2,410.84	2,410.84
<b>Total 5150 - PERS</b>	<b>626.32</b>	<b>10,411.42</b>	<b>0.00</b>	<b>11,037.74</b>	<b>11,037.74</b>	<b>11,037.74</b>
<b>Total 5100 - WAGES</b>	<b>10,103.50</b>	<b>95,535.59</b>	<b>2,272.30</b>	<b>107,911.39</b>	<b>107,911.39</b>	<b>107,911.39</b>
<b>Total Expense</b>	<b>10,103.50</b>	<b>95,535.59</b>	<b>2,272.30</b>	<b>107,911.39</b>	<b>107,911.39</b>	<b>107,911.39</b>
<b>Net Ordinary Income</b>	<b>(10,103.50)</b>	<b>(95,535.59)</b>	<b>(2,272.30)</b>	<b>(107,911.39)</b>	<b>(107,911.39)</b>	<b>(107,911.39)</b>
<b>Net Income</b>	<b>(10,103.50)</b>	<b>(95,535.59)</b>	<b>(2,272.30)</b>	<b>(107,911.39)</b>	<b>(107,911.39)</b>	<b>(107,911.39)</b>

**PENN VALLEY FIRE PROTECTION DISTRICT**  
**Check Register**  
**As of November 30, 2018**

Type	Date	Num	Name	Memo	Amount
<b>1005 - Operating</b>					
Check	11/05/18	350135	David Duncan MD	November Medical Director	(500.00)
Check	11/05/18	350127	COMCAST	Internet, both stations, 10/21 - 11/20/18	(321.24)
Check	11/05/18	350127	COMCAST	HD fee, both stations, 10/15 - 11/14/18	(67.77)
Check	11/05/18	V989901	ECONOMY PEST CONTROL	October pest control, all stations	(196.00)
Check	11/05/18	350133	ESO SOLUTIONS	VOID: ePCR software, INV00011702 GJE, RGJE ...	0.00
Check	11/05/18	350126	ALL PHASE HEATING & AIR CONDITI...	St 43 maintenance, Inv 49835	(88.00)
Check	11/05/18	350129	INLAND BUSINESS SYSTEMS	St 43 & 44 copier maint, inv IN252360 & IN252361	(79.55)
Check	11/05/18	350130	LIFE ASSIST, INC	Medical supplies, inv 883597, 882567, 882757, 8...	(3,626.98)
Liability Check	11/05/18	350132	Myers-Stevens & Toohey & Co., Inc.	October LT Disability, Inv 1296106	(357.50)
Check	11/05/18	350125	NEVADA COUNTY TRANSPORTATIO...	FY 18-19 solid waste annual parcel charge	(771.38)
Check	11/05/18	350124	DEPT OF TRANSPORTATION & SANIT...	EDUs Inv 51160026-18/19, pmt 1 of 2	(2,227.50)
Check	11/05/18	350131	PG&E	Electricity, all stations, 9/14 - 10/15/18	(1,700.56)
Check	11/05/18	350128	PENN VALLEY FIREFIGHTERS ASSN	Bentley & Solario uniform allowance	(79.00)
Check	11/05/18	350136	Wittman Enterprises, LLC	September ambulance billing, inv 18090776	(1,442.09)
Check	11/05/18	V989918	WALKERS OFFICE SUPPLIES	Office supplies, inv 2025231	(62.86)
Check	11/05/18	350134	U. S. BANK	Statement ending 10/22/18	(3,584.34)
Check	11/05/18	350122	Horacio Silva	Ambulance fee refund	(118.90)
Check	11/05/18	350123	Charles Taylor	Ambulance fee refund	(111.47)
Check	11/08/18	200055	CLEMENT, HUNTER J	Intern reimbursement, 9 shifts x \$30	(270.00)
Check	11/08/18	V990547	FROST, CORY M	Intern reimbursement, 10 shifts x \$30	(300.00)
Check	11/08/18	V990545	GOODWIN, COREY K	Intern reimbursement, 9 shifts x \$30	(270.00)
Check	11/08/18	V990549	HYSKE, NATHAN K	Intern reimbursement, 10 shifts x \$30	(300.00)
Check	11/08/18	V990546	MARTIN, CHAD J	Intern reimbursement, 8 shifts x \$30	(240.00)
Check	11/08/18	V990548	STEELE, MADELYN J	Intern reimbursement, 7 shifts x \$30	(210.00)
Liability Check	11/08/18	200054	NEV CO PROFESSIONAL FIREFIGHT...	PR 18-12 Union Dues	(904.68)
Liability Check	11/08/18	V990423	Jon Pitts	Station 43 House Dues	(160.00)
Liability Check	11/08/18	V990524	Colin Gault	Station 44 House Dues	(125.00)
Liability Check	11/08/18	907083	WELLS FARGO BANK	PR 18-12 EFTPS	(14,060.38)
Liability Check	11/08/18	907084	EMPLOYMENT DEVELOPMENT DEPT.	PR 18-12 CA PIT	(4,553.81)
Liability Check	11/08/18	907085	EMPLOYMENT DEVELOPMENT DEPT.	PR 18-12 CA SDI	(91.87)
Liability Check	11/08/18	907086	EMPLOYMENT DEVELOPMENT DEPT.	PR 18-12 CA UI & ETT	(34.02)
Liability Check	11/08/18	907087	CALIFORNIA PERS - DEF COMP	PR 18-12 457	(3,917.41)
Check	11/08/18	907092	CALIFORNIA PERS - RETIRE	November Unfunded Liability	(3,700.18)
Liability Check	11/08/18	907088	CALIFORNIA PERS - RETIRE	PR 18-12 PERS	(14,360.45)
Check	11/19/18	V990705	AIRGAS NCN	Oxygen, inv 9957455631 & 9957455632	(277.58)
Check	11/19/18	200428	Benefit Resource, Inc.	October monthly fee, inv BR-327591	(25.00)
Check	11/19/18	V990738	BANNER COMMUNICATIONS & ELE...	Channel switch and knob replacement, Inv 7934	(133.75)
Check	11/19/18	200422	AT&T	Telephone, all stations, 10/2 - 11/1/18	(231.47)
Check	11/19/18	200425	Colantuono, Highsmith & Whatley, PC	Legal services, inv 37312	(159.50)
Check	11/19/18	200418	Engineered Fire Systems, Inc.	October Plan Review, inv 14448	(250.00)
Check	11/19/18	200429	FDAC Keenan	December health insurance	(1,283.79)
Check	11/19/18	200427	ERS Medical	Biomedical Safety Testing, inv 8099	(1,575.00)
Check	11/19/18	200426	HOUSE OF PRINT & COPY	Station Log Books, Inv 21	(51.75)
Check	11/19/18	200417	HOME DEPOT	Station maintenance, light bulbs	(293.29)
Check	11/19/18	200420	LIFE ASSIST, INC	Medical supplies, inv 885384 & 886560	(2,236.37)
Check	11/19/18	200421	RIEBES AUTO PARTS	Vehicle maint, inv 838797, 840283 & 844389	(71.00)
Check	11/19/18	200416	VERIZON WIRELESS	Cell phones, 10/2 - 11/1	(283.50)
Check	11/19/18	200430	Xerox Financial Services	St 44 copier lease, inv 1362627	(28.90)
Check	11/19/18	200415	WASTE MANAGEMENT	November garbage, all stations	(258.87)
Check	11/19/18	200424	ZOLL MEDICAL CORPORATION	Medical supplies, inv 2695191	(96.75)
Check	11/19/18	200423	ZAP MANUFACTURING	House signs, inv 1964	(177.38)
Check	11/19/18	200419	CIT	St 43 copier lease, inv 32664482	(279.12)
Check	11/29/18	200829	CSFA	2019 Membership, inv 10687	(1,040.00)
Check	11/29/18	200830	FRANZA ENTERPRISES INC	Asphalt driveway repair caused by engine & V-dit...	(3,150.00)
Check	11/29/18	V991000	Solon Fire Control/Jorgensen CO	SCBA equip maint, inv 5772251	(268.80)
Check	11/29/18	200831	J.H. PETROLEUM	Fuel, inv 793353	(2,266.30)
Check	11/29/18	200832	LIFE ASSIST, INC	Medical supplies, inv 887339	(165.48)
Liability Check	11/29/18	200834	Myers-Stevens & Toohey & Co., Inc.	November LT Disability, Inv 1300391	(357.50)
Check	11/29/18	200833	ZOLL MEDICAL CORPORATION	Medical supplies, inv 2776377 & 2777107	(596.82)
Check	11/29/18	200835	Wittman Enterprises, LLC	October ambulance billing, inv 18100776	(3,061.97)
Check	11/29/18	V990989	BENTLEY, ALISA	Reimburse for uniform allowance	(367.71)
<b>Total 1005 - Operating</b>					<b>(77,820.34)</b>
<b>1006 - Building &amp; Equipment</b>					
Check	11/19/18	200414	L.N. CURTIS & SONS	Fire gloves, inv 228394	(176.30)
<b>Total 1006 - Building &amp; Equipment</b>					<b>(176.30)</b>
<b>1007 - Impact</b>					
Check	11/26/18	200836	California Solar Electric Company	Solar Panels, 50% progress payment, Inv 14664	(41,555.00)
<b>Total 1007 - Impact</b>					<b>(41,555.00)</b>
<b>TOTAL</b>					<b>(119,551.64)</b>

PENN VALLEY FIRE  
PROTECTION DISTRICT

**FIRE CHIEF'S REPORT**

## **Chief's Report**

January 2, 2019

By: Don Wagner

For the month of December 2018, we responded to 112 calls for service. This compares to 149 calls in 2017 and 153 calls in 2016. For December there were 13 times with two calls in one hour, four times with two calls in one hour and three times with three calls in the same hour. For the year we responded to 1,462 calls in 2018, 1,586 calls in 2017 and 1,475 calls in 2016.

We remain fully staffed. Congratulations to Kylie Daniels for obtaining her State licensure as a Paramedic and is completing the final steps to be cleared to work alone here as a Paramedic. The current round of interns will be wrapping up near the end of January and we have intern interviews scheduled for January 3<sup>rd</sup> and 4<sup>th</sup>.

The solar electric installation has been completed and we received permission to operate from PG&E on December the 18<sup>th</sup> and have been generating electricity since that time.

The painting contractor spoke with me recently and he is clearing up a couple other jobs and should be getting started on after the first of the year. We have a few items that still need to be completed mostly at station 44 in preparation to repaint.

We had a staff and family Christmas breakfast on December the 22<sup>nd</sup> complete with a visit from Santa for the kids. It was well attended by most of the employees and was a good time by all. We did have a couple of medical calls during the breakfast, so the on-duty crews did eventually get to eat. Thanks to all who helped that day.

Update on the property tax issue as a result of an annexation in 1986. We had a meeting scheduled from December the 18<sup>th</sup> and that was postponed on the 17<sup>th</sup> by the county due a staff member having a family emergency. The new date is January the 7<sup>th</sup>.

I continue to attend and participate in meetings to develop a Nevada County Type 3 incident support team as well as discussing the possibility to create a single Western Nevada County Fire Authority. I will update the Board as these two processes proceed.

At the December meeting Director Puhpal and I discussed that Lake Wildwood wanted to submit a grant application for a fuel's reduction program in LWW. The problem was that LWW was not able to submit but if PVFPD was willing to entertain being the grant administrator there is an administrative fee that would go to the district. The Board approved moving forward. Lake Wildwood ran into a

deadline issue so instead of applying for a fuel's reduction grant they chose to apply for a planning grant this year, so the amount was reduced, and the application was submitted on time. If they are successful with his grant, then next year they would apply for the fuel's reduction based on the findings of the planning grant.

PENN VALLEY FIRE  
PROTECTION DISTRICT

**DISCUSSION/ACTION ITEMS**

**DATE:** January 2, 2019

**AGENDA ITEM #:** VI-1

**AGENDA ITEM DESCRIPTION:** Election of Officers (Chairperson and Vice-Chairperson)

**STAFF:** Chief Wagner

**RECOMMENDATION:** None

**FISCAL IMPACT:** None

**BACKGROUND AND INFORMATION:**

The Board has historically decided to elect a new Chairperson and Vice-Chairperson, or stay with the same slate each January.



**DATE:** January 2, 2019

**AGENDA ITEM # VI-2**

**AGENDA ITEM DESCRIPTION:** Authorized Signatures Nevada County Auditor-Controller - Calendar Year 2019

**STAFF:** Office Administrator Hughes

**RECOMMENDATION:** Remove Joey Jordan and add Bruce Puphal to Authorized signature list

**FISCAL IMPACT:** None

**BACKGROUND AND INFORMATION:**

We are required to annually submit the District's authorized signers for the warrant requests processed by the Nevada County Auditor-Controller's office.

PENN VALLEY FIRE  
PROTECTION DISTRICT

**DIRECTOR'S REPORTS**