NORTH SAN JUAN FIRE PROTECTION DISTRICT

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BOARD OF DIRECTORS
REGULAR MEETING
Tuesday, June 24, 2025
Draft

PRESENT: Bruce Boyd, Chair; Samantha Hinrichs, Vice Chair; Rhea Williamson, Treasurer (arrived at 6:02); Tim Tschantz; Pam Morey

ABSENT: None

STAFF PRESENT: Chief Tom Browning; Finance Manager Lynn McGarva; Board Secretary Amy Rodriguez

1. **CALL TO ORDER:** The meeting was called to order at 6:00 PM by Chair Bruce Boyd. Roll was taken. A quorum was established.
   The Pledge of Allegiance was recited.

2. **APPROVAL OF JUNE 24, 2025, REGULAR BOARD MEETING AGENDA**
   Pam Morey asked to have a date corrected from June 25th to June 24th.

3. **PUBLIC COMMENT:**
   None.

4. **MINUTES:**
   A. **Draft Minutes of May 27, 2005**
      Samantha Hinrichs moved to approve the draft minutes from May 27, 2025, Tim Tschantz seconded, motion carries by unanimous vote.

5. **ANNOUNCEMENTS:**
   Tim Tschantz would like to clean out and line the pond at the memorial garden. Tim will volunteer his time, but there will be expenses for supplies. Chief Tom Browning suggests discussing this during the Capital Improvements item (7.C).

   Samantha Hinrichs will be the MC for the upcoming Storytelling Festival. She encourages all to attend.

   Pam Morey asked the Board to consider reinstating the Firefighter Explorer program.

6. **REPORTS**
   A. **Board Chair Report – Bruce Boyd**
      Bruce Boyd reminded the group that he will be stepping down as Chair,

Samantha Hinrichs will be taking over the Chair position. This transition will formally happen at the July meeting.

i. Correspondence

Cindy Browning, from Grizzly Hill School, sent a letter thanking fire personnel for the excellent water safety training conducted at the school in early June.

B. Chief's Report –Tom Browning

i. **May 2025 Statistics:**

Chief Tom Browning provided a summary of the May, 2025, Statistics.

ii. **Current Department Activity:**

Chief Tom Browning presented two new firefighters to the Board: Jose Rodriguez-Hernandez and Joshua Trace.

- South Yuba River Campground is now open for camping.
- North San Juan Fire participated in the Cherry Festival with almost all vehicles.
- We're seeing an uptick in vegetation fires. Last week we had the roadside spots on Pleasant Valley Road that were started by a vehicle backfiring, and the Serendipity Fire whose cause is unknown at this time. During the Serendipity Fire, a fire started on Ivy Lane caused by a power pole surge.
- District Secretary Amy Rodriguez highlighted some of the high-volume posts on the District's Social Media page. Between May and June our page had 30,000 views.
- Engine 6168 recently had some transmission work done.

C. Treasurer's Report – Presented by Rhea Williamson

i. Financials- May, 2025: Funds Summary, Disbursement Detail, Deposit Detail, Cal Card

Treasurer Rhea Williamson presented the financial reports for May, 2025.

Rhea Williamson moved to approve the financial reports for May, 2025, Pam Morey seconded, motion passed 5-0-0-0.

ii. Mitigation Report

This is an annual requirement, no action needed.

D. Firefighters Association Report – Sambhava Burke

Sambhava Burke was not present. Tom Browning announced that the Association will be paying for their own TV service in the residence so the District will no longer be paying for Dish service ($150/month).

E. Fire Safe Council /FireWise Coalition/Ridge FireWise Communities Report – Sam Hinrichs

James Graham, a resident and member of the Wampum Way FireWise Community, shared that he is hosting a two way radio presentation at the Community Center on Thursday, June 26 beginning at 7:00 PM.

Samantha Hinrichs shared that recently there has been a consolidation of FireWise communities. Although there are fewer FireWise Communities, they are more effective. By the end of the year, there could be 100,000 residents in a FireWise Community. Sam also shared that there is a new FireWise Coalition in Nevada County that is putting on *Ready or Not, Fire Season is Here* on Thursday.

F. NCFA Report – Tim Tschantz
No report.

G. Auxiliary Report – Sasha St. John
Fire Chief Tom Browning shared that the Auxiliary approved purchasing the station radio for Station 3.

7. OLD BUSINESS

A. Hydrant Committee Update – Chief Browning
Tom Browning shared that well testing is ongoing so there should be data to share soon.

B. Electric Vehicle Charging Station at Station 1
Tom Browning shared that he was informed NSJFPD will no longer need to provide matching funds for the charging station.

C. Capital Improvement
Bruce Boyd asked board members for their input on what capital improvements should be prioritized.

Samantha Hinrichs and Bruce Boyd would both like to see Station 1 further developed with a residence. Bruce has offered to complete architectural drawings for an expansion at Station 1, but we will need to hire an outside structural engineer.

Tim Tschantz would like to rehabilitate the memorial pond at Station 3.

Boyd Johnson asked the Board to remove or repair the fence at Station 1. Bruce Boyd would like to see the fence removed.

8. NEW BUSINESS

A. Resolution 2025-04 Capital Improvement Expenditure Plan (Mitigation Fund AB 1600)- Rhea Williamson
Rhea Williamson moved to adopt Resolution 2025-04 to update the Capital Improvement Plan to include only the project titled *Engine 6168* payment in the amount of $3,300, Samantha Hinrichs seconded, motion passed by the following roll call vote:

Samantha Hinrichs – Aye
Rhea Williamson – Aye

Tim Tschantz – Aye
Pam Morey – Aye
Bruce Boyd – Aye

Ayes – 5 No – 0 Abstain – 0 Absent – 0

B. Amador Plan CAL FIRE – Tom Browning

Tom Browning stated that an Amador Contract with CAL FIRE would cost roughly $50,000. An Amador Contract would be between NSJ Fire and CAL FIRE to keep station 42 open and staffed year-round. An additional benefit of an Amador Contract would make station 42 a "must cover" station, so when the engines are pulled from the station for long duration incidents, there would be a priority to move-up-and-cover to keep that station staffed. Chief Browning asked the board for authorization to further pursue this potential contract; all board members were in support.

C. Purchase used Type 1 Water Tender from Nevada County Consolidated Fire – Tom Browning

Nevada County Consolidated Fire Department is surplusing a 1989 type 1 water tender, they will sell it to NSJ Fire for $25,000. Tom had our mechanic inspect the tender and everything works great.

Tim Tschantz moved to approve the purchase of the water tender from Nevada County Consolidated Fire Department for $25,000, Pam Morey seconded, motion carried 5-0-0-0.

D. Operations and Personnel Manager Position – Tom Browning

Tom Browning announced that Amy Rodriguez is resigning as the Operations and Personnel Manager. Amy Rodriguez will stay on as the Social Media Manager. Heidi Ryan has agreed to come back on as the Operations and Personnel Manager.

E. Operations and Personnel Manager Employment Agreement – Tom Browning

Tom Browning is asking the Board to approve an Employment Agreement for Heidi Ryan at the rate of $34.29/hour.

Samantha Hinrichs moved to hire Heidi Ryan as our Operations and Personnel Manager effective July 1st, Rhea Williamson seconded. Motion carried 5-0-0-0.

F. CLOSED SESSION: Pursuant to Section 54967 of the Brown Act: Consider Fire Chief Appointment

G. Report on Closed Session

Bruce Boyd announced that the Board voted to accept Mike Stewart as Fire Chief.

H. Fire Chief Service Agreement

Samantha Hinrichs moved to approve the Fire Chief Service Agreement Contract commencing July 1, 2025, with Mike Stewart as Fire Chief, Pam Morey seconded**.** Motion carried 5-0-0-0.

9. **NEXT MEETING:** July 22, 2025, at 6:00 PM
10. **10. ADJOURNMENT:** Meeting adjourned at 8:22 PM

Heidi Ryan

Heidi Ryan, Board Secretary