



NEWCASTLE FIRE PROTECTION DISTRICT

December 20, 2012

Special Board of Directors Meeting Minutes

461 Main St.

Newcastle, CA

www.newcastlefpd.org

Email: info@newcastlefire.org

Call to Order:

- Chairman Ward called the NFPD Board of Directors Meeting to order at 6:01 p.m.

Pledge of Allegiance:

- VC Jordan led the Pledge of Allegiance.

Roll Call:

- Chairman Ward present, Vice- Chairman Jordan present, Secretary Elder present, Director Calkins absent.

Financial Obligations Report:

- Chairman Ward reported that the following financial obligations are still outstanding for the NFPD:
 - \$16,500 is due to SCI Consulting for services relating to the collection of the tax roll for 2012/2013. This will be due in mid January.
 - \$4500 is due for the temporary cover for the fire engine at the R & S location behind Denny's.
 - \$4,000 + is due for the temporary trailers. NFPD is looking for a way to get out of this contract.
 - Approx. \$11,000 is due for the November election.
 - That is \$36,000 due in January over and above the normal operational expenses.
- Chairman Ward discussed some of the policy changes that will be implemented to save taxpayer money, including:
 - No longer allowing the engine to go grocery shopping in Auburn will save \$6000/year.
 - Uniform policy change will save \$6000/year.
- Chairman Ward further stated that NFPD is generating more funds this year but that \$119,000 is to be set aside for a new fire station.

Approve Funds Expenditure, Roseville Design Group

- Chairman Ward read the letter from Roseville Design Group aloud. **(ATTACHMENT 1)**. He further stated that he believes \$3600 is very reasonable for a set of plans.
- Public Comment:
 - Sue Stack, Were any other bids obtained for this work?
 - Chairman Ward, No, 2 other firms have already looked at the station.
 - Bob Stearns, Will the FF's be able to live in the building during construction? Mr. Stearns stated that he has spoken with Tim Wegner from Placer County Building and that Mr. Wegner was unaware of any of these plans.
 - Chairman Ward, The Building Department had a representative present when the architect looked at the station.
 - Bob Stearns, Will the yellow tag be removed?
 - Chairman Ward, No.
 - Dave Mackenroth, Would recommend double checking with Placer County about the waiving of seismic requirements. If it turns out that this is not the case, the project will become substantially more expensive.
 - Chairman Ward, This is a repair project, not a major re-build.
 - Bill Monihan, Remembers working on the station as a kid. Who allowed it to deteriorate 15 years ago?
 - Chairman Ward, It is not known why the station has been allowed to deteriorate.
 - VC Jordan made a motion to approve the expenditure of \$3600 to obtain an Architect's Report from Roseville Design Group to repair station 41. Secretary Elder seconds the motion. Clerk Metz asked VC Jordan if he would like to amend his motion to include which fund the monies should be taken from. VC Jordan amended his motion to approve the expenditure of \$3600 from DEVFEE monies to obtain an Architect's report from Roseville Design Group to repair station 41. Secretary Elder seconds the amended motion.
 - Chairman Ward AYE
 - VC Jordan AYE
 - Secretary Elder AYE
 - Director Calkins ABSENT

Motion carries.

Committee Formation

- VC Jordan asked for community volunteers to assist with completing an inventory at Station 41.
 - The Battalion Chief and Clerk have been directed to supply any existing inventory lists which may exist.
 - The following people have volunteered to serve on the inventory committee:
 - Mark Korb
 - Jack Godsey

- Rocky Robinson
- Stan Brown
- Bill Monihan
- VC Jordan would like to complete the inventory by mid January.
- VC Jordan announced that serving on the exemptions committee with Chairman Ward and Secretary Elder will be Lois Gruber.
- VC Jordan also announced that serving on the rules and bylaws committee with Chairman Ward will be Scott Strawhecker.
- VC Jordan encouraged anyone in the community that would like to volunteer their time to help with any committees should contact him.

Station Credit Card

- Chairman Ward and Secretary Elder determined that the NFPD has an existing credit card account with Wells Fargo Bank and that the account can be re-opened and a new credit card issued in order to purchase supplies for station 41. This will be done next week.

Announcements

- NFPD REGULAR Board Meeting, Thursday, January 10, 2013, 6:30p, 461 Main St.

Meeting was adjourned at 6:23 p.m.

Minutes Prepared By:

Minutes Approved By:

Patrice Metz, Clerk

Dave Ward, Chairman of the Board



NEWCASTLE FIRE PROTECTION DISTRICT

December 17, 2012

Special Board of Directors Meeting Minutes

461 Main St.

Newcastle, CA

www.newcastlefpd.org

Email: info@newcastlefire.org

Call to Order:

- Chairman Ward called the NFPD Board of Directors Meeting to order at 6:01 p.m.

Roll Call:

- Chairman Ward present, Vice- Chairman Jordan present, Secretary Elder present, Director Calkins absent.

Pledge of Allegiance:

- VC Jordan led the Pledge of Allegiance.

Station 41 Relocation Report:

- Chairman Ward reported that a temporary station may not be required. Chairman Ward, VC Jordan, and Jerry Elder walked through station 41 (Cypress St.) with Ken Sibley from Placer County, a representative from Altera Real Estate and Structural Architects from Roseville Design Group. The architect determined that for less than \$50k station 41 can be repaired enough to allow the fire department to safely operate out of the building. Indications are that we may even be able to stay in the building during construction. Plans for repairing Cypress St. can be ready within 2 weeks. Temporary repairs could be complete in 3 months. The cost for an official Architect's Report is \$3600. More information will be available at the next board meeting.
- Public Comment:
 - Gary Fay, We will not need the temporary facility by Denny's?
 - Chairman Ward, No, we will not have to leave the current station.
 - Richard Molzahn, If repairs are made to the current station will the entire thing need to be brought up to code?
 - Chairman Ward, No, when the building is sold the district or the buyer will be responsible to put in a steel structure.
 - Bill Peters, Will the station be required to be ADA compliant?
 - Chairman Ward, The Engineer says it is not required.
 - Glenda Freeman, Selling the station is not on the agenda and cannot be discussed.
 - Chairman Ward, It will be agendized.
 - Eric Sprouse, We have a 3 year lease on the trailers.
 - Chairman Ward, This is being turned over to legal to try and break the lease.
 - Jim McClure, Will soil analysis be required on the existing site?
 - Chairman Ward, That was not discussed.
 - Stan Brown,
 - Requested that a committee be formed to do an inventory to determine what assets NFPD has.
 - Chairman Ward, That will be discussed under Committee Formation.

Committee Formation Assignments:

- Chairman Ward requested volunteers to sit on the following committees:
 - Measures F and B Exemption Committee
 - Who should be exempt from those assessments?
 - Board Rules and Bylaws Committee
 - Bill Peters, Adopt Roberts Rules of Order and give a copy to each board member.
 - Chairman Ward, The board will address this.
- The following committee has been filled:
 - Measure B Oversight Committee
 - Joni Elder
 - Sue Stack
 - Dot Shiro
 - John Payne
- The Clerk was directed to agendize the formation of an Inventory Committee for the next special board meeting on 12/20/2012.
- Glenda Freeman asked if Accounts Payable, Accounts Receivable and the Payroll processes were included in the Board Rules and Bylaws Committee.

Policy Updates

- See written statement BY VC Jordan (**ATTACHMENT 1**).
- There have been reports of some members of the public feeling intimidated by having the fire engine on their street. VC Jordan would like anyone feeling intimidated to jot down the date, time and location and send it to him. The member of the public will receive a personal response.
- Burn permits will be available before and after the regular board meetings.

Reports

- Secretary Elder stated that there was no report on the Measure B Oversight Committee.

Public Comment

- Bill Peters will donate a flag.
- Sue Stack, will more information be available about filling the board vacancy?
 - Chairman Ward, Yes.
- Captain Hickok, Is it ok to do the Santa Run this year?
 - Chairman Ward, Not a problem.
- Debra Twooey, described her business.
- Sharon DeGraaf, Thank you to the 3 new board members for giving their time.
- Chairman Ward thanked Debra Twooey and Jerald Saladana for the use of the building to conduct the board meetings.
- Heather Pier announced that there will be a coffee reception at the Wild Raspberry after the meeting.

Announcements

- NFPD SPECIAL Board Meeting, Thursday, December 20, 2012, 6:00p, 461 Main St.
- NFPD REGULAR Board Meeting, Thursday, January 10, 2013, 6:30p, 461 Main St..

Meeting was adjourned at 6:30 p.m.

Minutes Prepared By:

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Patrice Metz, Clerk

Dave Ward, Chairman of the Board