



## NEWCASTLE FIRE PROTECTION DISTRICT

March 25, 2013

Special Board of Directors Meeting Minutes

461 Main St.

Newcastle, CA

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### Call to Order:

- Chairman Ward called the NFPD Board of Directors Meeting to order at 6:02 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 Sprouse present and Director Egge present.

### Discussion/Information/Action:

- Award Bid for Completion of Temporary Repairs to Station 41
  - Director Egge announced that 4 bids had been received and that he had done “due diligence” on each bid. He is recommending that the Board award the bid to Killorn Construction in Lincoln, CA. Killorn’s bid was for \$9785.00.
  - Director Sprouse asked why there was such a large difference between the lowest and highest bid.
    - Chairman Ward stated that the biggest difference was in the labor costs.
  - VC Jordan made a motion to accept the bid presented by Killorn Construction to complete temporary repairs to Station 41 for a cost of \$9785.00. The funds for the temporary repairs will be taken from the DEVFEE account. Director Sprouse seconds the motion.
    - Chairman Ward AYE
    - VC Jordan AYE
    - Secretary Elder AYE
    - Director Sprouse AYE
    - Director Egge AYE
    - Motion carries.
- Authorize the hiring of a Temporary Part-Time Interim Chief
  - VC Jordan read the Major Duties aloud. **ATTACHMENT 1**
  - Director Sprouse asked if the Dodge pickup will be repaired in order to have a second command vehicle.
    - Chairman Ward stated that it will not.
  - Director Sprouse asked if there is a term attached to this position.
    - Chairman Ward stated that within 12-18 months the Board will make a decision on how to proceed.
  - Chairman Ward stated that he would like this position to be re-evaluated in 3 months.
  - Director Egge stated that this will cost roughly \$30k per year.
  - Chairman Ward stated that the right person will bring the JAC’s program to Newcastle. This program will allow us to be paid for our training hours.
  - Secretary Elder asked if there will be any benefits such as vacation or sick leave offered.
    - VC Jordan stated that none will be offered at this time.
  - Director Egge stated that the staff wants Training, Leadership and Team Building.
  - VC Jordan stated that he has a recommendation in mind for the position.
  - Director Egge asked how soon the position will be filled.
    - VC Jordan stated that it will be filled by next Tuesday (4/2/13).
  - Chairman Ward stated that there are Grants that need to be applied for by June.
  - Director Egge stated that he would like to see the resumé at least one day prior to the meeting.
  - VC Jordan made a motion to authorize the creation of a Part Time Temporary Interim Chief position. The hiring will be in accordance with the Major Duties listed. The Board will review this position in 90 days. Secretary Elder seconds the motion.
    - Chairman Ward AYE
    - VC Jordan AYE
    - Secretary Elder AYE
    - Director Sprouse AYE
    - Director Egge AYE
    - Motion carries.
  - VC Jordan made a motion to authorize himself and Chairman Ward to complete the negotiations and bring the name of the recommended candidate to the Board at the special meeting to be held on 2/13. If approved by the Board the candidate will be hired immediately. Director Sprouse seconds the motion.
    - Chairman Ward AYE

- VC Jordan AYE
- Secretary Elder AYE
- Director Sprouse AYE
- Director Egge AYE
  - Motion carries.
- Approve Cal-Card Agreement
  - This item was not discussed as the documents sent for legal review have not been returned yet.
- Informational Item
  - Chairman Ward stated that the contract issues with Modern Building Systems for the temporary trailers have been settled for \$6000.00.

Meeting was adjourned at 6:44 p.m.

Minutes Prepared By:

Minutes Approved By:

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Patrice Metz, Clerk

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Dave Ward, Chairman of the Board