



NEWCASTLE FIRE PROTECTION DISTRICT

May 9, 2013

Regular 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 6:00 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 absent.

Consent Agenda/Action

- VC Jordan made a motion to accept the minutes of the April 11, 2013 meeting. Director Sprouse seconds the motion.
 - Chairman Ward AYE
 - VC Jordan AYE
 - Secretary Elder AYE
 - Director Sprouse AYE
 - Director Egge ABSENT
 - Motion carries.
- VC Jordan made a motion to accept the minutes of the May 1, 2013 meeting. Secretary Elder seconds the motion.
 - Chairman Ward AYE
 - VC Jordan AYE
 - Secretary Elder AYE
 - Director Sprouse AYE
 - Director Egge ABSENT
 - Motion carries.

Discussion/Information/Action

- Change Regular Board Meeting to Second Tuesday of Each Month
 - By unanimous consent of the Board, this item was tabled for considered at another time.
- Adopt NCPD Rules/Regulations and Responsibilities – Chief Carr
 - By unanimous consent of the Board, this item was tabled for considered at another time.
- Method to Accomplish Direct Charge Data Compilation and Submission to Placer County for 2013-2014 Tax Collection. Secretary Elder recapped the process for appeal of Measure B and Measure F taxes. Currently, NFPD is using the service of SCI Consulting to verify these special assessments, \$5,900 per year. The second option is to have Neil Anderson train us on how we can process. The third option is a company called Willdan, who is working on our Capital Improvement Plan. The will provide their service for both measures for \$3,000.

Neil Anderson commented that he has calculated taxes for 15 years and he would be willing to do this for NFPD at no cost for this year. It will take a week or two to process. There will be a \$165.00 charge to the district to get the data from Placer County. (6/28-unsecured, 7/26-secured)

Secretary Elder made a motion to accept Mr. Anderson's offer to prepare 2013-2014 taxes for NFPD and will provide Mr. Anderson with the necessary assistance. Director Sprouse seconded the motion.

- Chairman Ward AYE
- VC Jordan AYE
- Secretary Elder AYE
- Director Sprouse AYE
- Director Egge ABSENT
 - Motion carries.

- Adopt Discretionary Spending Limit for Chief Carr
Secretary Elder made a motion to adopt to give Chief Carr a spending limit of \$1,000 per transaction.
Vice Chair Jordan seconded the motion.
 - Chairman Ward AYE
 - VC Jordan AYE
 - Secretary Elder AYE
 - Director Sprouse AYE
 - Director Egge ABSENT
 - Motion carries.

- Adopt Employment Application Package
Vice Chair Jordan made a motion to accept the changes to the Employment Application package. Director Sprouse seconded the motion.
 - Chairman Ward AYE
 - VC Jordan AYE
 - Secretary Elder AYE
 - Director Sprouse AYE
 - Director Egge ABSENT
 - Motion carries.

Comments

Patrice Metz commented it would be good to have the application added to the website.

- Update Discussion between Neighboring Districts to Provide Mutual Duty Officer Coverage
 - Chief Carr recapped on his meeting with Captain Higgins regarding doing duty coverage on a shift on a level basis from Loomis, Penryn and Newcastle. It was discussed that one chief would cover the three districts on a routine basis and discussed using their cell phones to communicate. Chief Carr commented they were still in the preliminary stages and will set up another meeting to discuss further.

- Update Board on Status of Discussions with Neighboring Fire Districts re: Joint Equipment Agreement and request direction to continue pursuing project.
 - Chief Carr commented that the three fire districts; Loomis, Penryn and Newcastle are trying to put their resources together and work as a team.

- Equipment Status Report
 - Chief Carr reported Newcastle Fire Station has their equipment back in good shape. Listed below are the following repairs:
 - ✓ Engine 41A - two tires were put on the front and rotated
 - ✓ The Brush vehicle is having extensive repairs
 - ✓ Utility 41 the 1999 dodge was in need of some extensive repairs and is up and running now
 - ✓ The Suburban needs a couple of new tires and alignment

Reports

Board of Director Reports

- Chairman Ward reported the Board has been working with the county to get a Ford Expedition from them. This vehicle will become a command vehicle and the suburban will become our rapid response unit.
- VC Jordan has no report.
- Secretary Elder reported she has been working to get Newcastle's assessments processed and it looks like we have a way now. Working with new temporary clerk on putting into place an office desk manual. Also, the board will be working on budget next week.
- Director Sprouse reported he is working with Captain Suman on training for the staff. They are looking into ways Newcastle can offer our own training (CPR, etc).
- Director Egge was absent

NFVA Pancake Breakfast Fund Use Report

- Patrice Metz reported the following:
 - Captain Suman has resigned as president of the Fire Fighters Association (FFA). Captain Hickok will act as president for the rest of the year.
 - The pancake breakfast is coming up. The association unanimously voted to split all proceeds from the pancake breakfast; 1/3 will be utilized for items that the district needs to purchase. They can turn in a request and that money will be in the pot, 1/3 will be used to buy the supplies we need for doing the prevention program in October for the Newcastle school and 1/3 will be used for operations of the fire fighters association, including maintenance, insurance and upkeep.

Public Comment

- A resident commented he heard that there was a discussion at the FFA Meeting regarding implementing a grant for Roseville High School. Patrice Metz commented that this was not factual.
- Patrice commented our past Board Chairman, Dave Poore's wife passed away on April 26, 2013. There was a memorial service for her last Friday at the Baptist Church in Auburn. Mrs. Poore assisted a lot of people in the community and she will be missed.

Announcements

- NFVA Annual Pancake Breakfast, Saturday, May 18, 2013, 7-11a, NESD Gymnasium
- Newcastle Community Day, Sunday, May 19, 2013, 11a-2p, Marshall Square

Meeting was adjourned at 7:00 p.m.

Minutes Prepared By:

Minutes Approved By:

Corrine Reyes, Clerk

Dave Ward, Chairman of the Board