

MINUTES OF THE REGULAR MEETING: April 19, 2017

1. Call to order; flag salute:

Chairman Sprouse called the regular meeting to order at 6pm

Directors in attendance: Chairman Sprouse, Director Elder, Director Kahrl, Director Bettencourt, Director Enos

Staff in attendance: Chief Gow, Captain Kirk

Director Elder led the pledge of allegiance.

2. Agenda Approval

The agenda was approved as posted. (Kahrl/Bettencourt)

3. Approval of Minutes

The Board voted unanimously to accept the minutes from the March 15, 2017 meeting with the correction of item 12-d. (Sprouse/Elder)

4. A. Bill Approval and Financial report:

Chief Gow reports that approximately 75% of the budget has been used and has nothing unusual to report. Director Elder noticed that line item #2555 (on the Expenditure Summary) should actually be reported on line item #2831. The Board voted unanimously to approve the financial report after revising line item #2555 to #2831. (Elder/Kahrl)

5. Correspondence:

Director Bettencourt reported that Placer County will waive the fees for mitigation on the new fire station.

6. Public Comment: None

7. Fire Chief Ian Gow's Report:

- Crews have had 53 calls this month.
- Engine 41 is out of service
- Chief Gow has been contacted by PGE about the removal of a tree on the baseball field. Further research needs to be done to figure out which tree it is.
- Received a grant from SSV for electronic tablets for medical recording. We will be able to load other programs onto these tablets such as modern mapping tools and pre-planning programs such as used for inspection of commercial properties. There may be an annual cost of as much as \$1000.
- Foresthill and Penryn will both have elections. Mail-in ballots are due July 12.
- There are 5 final candidates for the position of Fire Chief.

8. Newcastle Professional Firefighter's Association Report:

Captain Kirk reported that the Association supported a fundraiser 'Fighting for Frankie'.

Chairman Sprouse asked Captain Kirk to check and report back on the status of the Volunteer Association and its tax status.

9. Board Committee Reports

A. Personnel Committee/Policies and Procedures:

Director Kahrl reported that the material being presented tonight will be the by-laws and changes that affect members of the Board. The next volumes will deal with the organization of the Department and the labor agreement. The rules and procedures have been posted on the website for the public to comment on.

B. Building Committee:

Director Enos reports that the building committee met on April 11th and 12-15 contractors have expressed interest in the project. The deadline is May 11th to respond and bid. Director Bettencourt reports that the building process agenda is listed on the website for the public to comment. Also, Director Bettencourt discussed meeting with Barbara Monroe (of Monroe Transmission). The new fire station has very little room allotted for public parking. He suggested making a 'trade' of sorts with the Monroe's (since we will need to tear up the Munroe parking lot during the course of building the new station). There was discussion allowing the public to use the Monroe parking lot after hours and weekends, in exchange for additional improvements to the parking lot. Director Bettencourt also updated the Board about liability insurance by the Contractor during the building of the station. Plans were made available at the meeting for the public.

10. Informational/Non-Action Items:

Director Kahrl summarized the draft of the Board of Directors by-laws. The proposed by-laws are available for public review on the website.

11. Action Items:

A. The Board unanimously approved Mr. Anderson's proposal to prepare the Special Tax charges for Measures B and F for Fiscal Year 2017/2018 at a cost of \$2000 in a roll call vote. (Elder/Enos)

B. The Board roll call vote unanimously approved cost of living increases for the Special Tax Charges:

1. Resolution NO. 2017-01 (Measure B Cost of Living increase of 3.4%)
(Bettencourt/Enos)
2. Resolution No. 2017-02 (Measure F Cost of Living Increase of 3.5%)
(Bettencourt/Enos)

C. Upon recommendation from Chief Gow, Chairman Sprouse struck Item C from the agenda and moved it to next month.

D. Director Bettencourt presented an audio-visual program on the Long Range Budget Projections. Upon recommendation of the County Treasurer, we should not pay off the loan for the fire truck early. Director Bettencourt reminded the Board that this (and the loan for the Station) will be the Department's only two outstanding loans. Director Bettencourt did call attention that there will be no money going into reserves, yet we will be making payments to the County twice a year, so our budget will be very tight. The Board considered and approved the Long Range Budget projections during a roll call vote. (Elder/Enos)

E. The Board considered options and procedures for hiring of a Project Manager for the building of the new fire station. Director Kahrl made the motion to appoint the existing Fire Chief as the project manager for the building of the fire station on an interim basis while we resolve the

question of whether there are alternative options. Director Enos seconded the motion and the motion was approved unanimously with a roll call vote.

12. Director Reports

Director Sprouse: Allowed a private proposition by the owner of Enlightened Studio, (a local business) who presented an opportunity to allow Firefighters and their families work out at her gym. The Board will take the proposition under consideration.

Director Enos: Leaving for 5 weeks, will miss the next meeting, but may be able to attend via phone.

Director Elder: Will continue to work on the policy and procedures. She will be sitting in on interviews for the new Fire Chief.

Director Kahrl: Newcastle Community Association had a meeting featuring a Placer County grant writer.

Director Bettencourt: Still working on getting the Cal Fire tax repealed.

14. Meeting Adjourned: Meeting adjourned by Chairman Sprouse at 8:03 pm.

Next Regular Meeting: Wednesday, May 17th, 2017 at 6 pm.

Location: 461 Main Street, Newcastle

Respectfully submitted by
Heather Pier