

MINUTES OF THE REGULAR MEETING: JUNE 21, 2017

1. Call to order; flag salute

Chairman Sprouse called the regular meeting to order at 6:07

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

Staff in attendance: Chief Gow, Chief Kushen, District Secretary Gillian Lofrano

Director Elder led the Pledge of Allegiance

2. Agenda Approval

The Board voted to unanimously accept the agenda as written. (Bettencourt/Elder)

3. Approval of Minutes

The Board voted to unanimously accept the minutes from the May, 17 2017 meeting.

(Kahrl/Bettencourt)

4. Bill Approval and Financial Report

Chief Gow reports that the Department has spent 98% of the budget, and the trend of slightly higher than expected overtime costs continues.

5. Correspondence: None

6. Public Comment: Mr. Monahan has concerns about the hiring of a project manager.

7. Fire Chief Ian Gow's Report:

- Crews responded to 50 calls during the month of May. Approximately 70% were medical calls.
- The Department will begin commercial fire inspections
- Foresthill and Penryn continue towards their elections.
- Auburn is hiring a 3rd position Chief
- Looking for solutions to cool the current fire station.
- This is Chief Gow's last board meeting.
- Introduced new Chief; Kirk Kushen

8. Newcastle Professional Firefighters Association: None

9. Board Committee Reports:

(A) Personnel Committee/Policies and Procedures: Director Kahrl reports that the third draft has been posted on the website for public review.

(B) Building Committee/Fire Station Update: Director Bettencourt reports that we continue to move forward and will report further in the action items.

10. Informational/Non-Action Items:

(A) Board to consider guidelines regarding Board members attending meetings by phone:

Director Elder reports that this issue is handled very specifically by the Brown Act.

(B) Review the Draft of the Policy Manual, Section 2 General Policy (2nd Reading) :

Chief Gow reports that there are no significant changes. They are still working on specific language regarding the Strike Team.

(C) Staff to work on the annual review of the Fire Facility Fee Plan with a Possible Inflation adjustment to the fee.

Chief Gow says that there is nothing to report.

11. Action Items

(A) Consider and Approve Ordinance No. 2017-02 replacing Ordinance No. 2017-01 adopting the 2016 Building & Fire Codes with the Newcastle Fire District amendments.

Chief Gow reported that although the Board approved this Action Item last month, there was improper language in the code. The language was modified and now requires another vote. With a roll call vote, the Board unanimously approved Ordinance No. 2017-02 to replace Ordinance No. 2017-01 adopting the 2016 Building & Fire Codes with the Newcastle Fire District amendments. (Elder/Sprouse)

(B) Consider and Approve the Bylaws of the Board of Directors.

Chief Gow reports that there are no changes and recommends adopting the by-laws. The Board unanimously approved the bylaws of the Board of Directors. (Bettencourt/Enos)

(C) Consider and Approve Policy and Procedures, Section 1 Rules and Regulations.

Chief Gow reports there are no changes and the staff recommends approval. The Board unanimously approved the Policy and Procedures, Section 1 Rules and Regulations (Bettencourt/Sprouse)

(D) Consider and Adopt Resolution 2017-03 Requesting Collection of Measures F Charges on Tax Roll for Fiscal Year 2017-2018

With a roll call vote, the Board unanimously approved adopting Resolution 2017-03 requesting collection of Measures F charges on tax roll for Fiscal Year 2017-2018. (Elder/Enos)

(E). Consider and Adopt Resolution 2017-04 Requesting Collection of Measure B Charges on Tax Roll for Fiscal Year 2017-2018.

With a roll call vote, the Board unanimously approved adopting Resolution 2017-04 requesting collection of Measure B charges on tax roll for fiscal year 2017-2018. (Kahrl/Enos)

(F.) Consider and Adopt Resolution 2017-05 Dedicating Reserves to the new Fire Station.

The Board unanimously voted to adopt Resolution 2017-05 dedicating reserves to the new fire station. (Bettencourt/Enos)

(G) Consider and Adopt the Preliminary Budget for Fiscal Year 2017-2018

With a roll call vote, the Board unanimously voted to adopt the preliminary budget for Fiscal Year 2017-2018. (Kahrl/Enos)

(H.) Consider Options and Approve the hiring of a Project Manager for the Soil Compaction part of the New Fire Station Project.

No action taken.

(I) Consider and Approve the Hiring a Civil Engineer for the Soil Compaction part of the New Fire Station project

No action taken.

(J) Board to Review the New Fire Station Bids and Protests and give Direction to Staff.

After discussion, and with a roll call vote the Board voted unanimously to reject all current bids for construction of a new fire station, thereby nullifying any bid protests. (Bettencourt/Enos)

12. Director Reports:

Director Bettencourt is concerned that there are issues with the website.

13 Meeting Adjourned:

Meeting adjourned by Director Sprouse at 6:47 pm.

Next Regular Meeting: Wednesday, July 19th, 2017

Location: 461 Main Street, Newcastle

Respectfully submitted by

Heather Pier