

## Minutes of the Regular NFPD: September 20, 2017

### **1. Call to Order; flag salute**

Director Sprouse called the regular meeting to order at 5:55 pm.

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

Staff in attendance: Chief Kushen, Counsel Maggie Stern

Director Elder led the Pledge of Allegiance.

### **2. Approval of Agenda**

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

### **3. Approval of Minutes**

The Board voted unanimously to accept the minutes from the August 16<sup>th</sup> regular meeting and the August 30<sup>th</sup> special meeting as written. (Kahrl/Enos)

### **4. Bill Approval and Financial Report:**

Chief Kushen reported that all budget expenditures are within expected limits; however he cannot provide further more detailed information regarding the allocated percentages until a new budget is adopted.

### **5. Correspondence: None**

### **6. Public Comment: None**

### **7. Chief Kushen's Report:**

Chief Kushen reports that heat related activity has begun to slow down at the station. There were 49 total calls during the month. Of the significant calls, 2 were structure fires, 1 assist to South Placer on a structure fire, 7 vegetation fires, 3 vehicle fires, 4 alarm calls, 1 smoke check, 23 medical calls and 1 public assistance. The restored fire engine has been insured since 2016, with an annual cost of \$312. Chief Kushen will check into the 501-3-C status of the Newcastle Professional Firefighters Ass and report to the Board during next month's meeting. The Placer County Administrative Office has retained Retired Fire Chief Ian Gow to represent the County in the formation of a working group exploring funding shortfalls and financial issues that are being faced by nearly all of the fire protection districts located in the foothills of Placer County. Chief Kushen nominated Director Bettencourt to act as the representative from the Newcastle Board for that working group. Chief Kushen met with SSB and reviewed EMS protocols. The Chief is exploring grant monies that may be available through SSB to which may add to the current scope of practice that is authorized for training and for equipment. This may include resources such as Narcan (an opioid antagonist) to increase the level of service to the community at no cost to our district. He is also looking at grants to replace older EMS equipment. Fire crews received radios today which were purchased on a grant from Cal-Fire. Chief Kushen was able to reduce the purchase price of the radios from \$15000 to \$9700, which leaves \$5300 that we may be able to apply elsewhere. There is a new duty coverage plan, shared among various agencies and a new duty page as well. We have also changed our dispatch routine and are working with Penryn to make our calls more efficient and effective. A new 'Jaws of Life' has been purchased and the retired unit will be donated to Sierra College. Chief Kushen asked Director Bettencourt if the liability insurance on the construction site be provided by the Contractor; and if so can

NFPD be added as an additional insured and the payee? Department Counsel (Maggie Stearns) will be checking on the before we proceed

**8. Newcastle Professional Firefighters Association Report:** None

**9. Board Committee Report**

***(A) Building Committee: Fire station: sewer/site preparation update.***

Director Bettencourt reports that Director Enos, Director Bettencourt and civil engineer George Attebury met with SP Mud to discuss the extensive costs of sewer work associated with the plans for the new fire station. Mr. Attebury sent a hardship letter to SP Mud. Their reply was that they are willing to discuss other options.

**10. Informational/Non-Action Items**

***(A) Staff is looking into updating the Fire Mitigation Fee Schedule for new construction.***

Chief Kushen reports that Gillian is researching updating the fee mitigation per square foot for new construction to adjust for COLA.

**11. Action Items**

***(A) Review proposals and award bid for removing trees, debris clearing, importing soil, grading and winterization of building site.***

Director Enos reported that the information was put out to the public with very detailed specifics in two newspapers and our website for the required 10 days. At the end of the bid process, one bid was submitted. With a roll call vote the Board voted to unanimously accept and award the bid for the preliminary dirt/debris work on the parcel for the new fire station by Gabe Mendez Inc. (Kahrl/Sprouse)

***(B) Consider and Adopt the Final Budget for Fiscal Year 2017-2018***

1. *Resolution No. 2017-09 to correct the designation of funds for the new fire station at the end of Fiscal Year 2016-2017.* With a roll call vote, the board unanimously voted to correct the designation of several line items in the budget for 2017-2018.

(Bettencourt/Enos)

2. *Resolution No 2017-10 to authorize the use of Fire Department Fees assigned for Capital Assets for the new fire station project.* With a roll call vote, the Board unanimously authorized the use of Fire Department fees assigned as capital assets to the new station project. (Bettencourt/Enos)

***(C) Review and Approve Staff to Surplus old Miscellaneous Equipment to River Delta Volunteer District*** Motion approved unanimously. (Kahrl/Sprouse)

**12. Directors Reports:**

Director Sprouse says that there will be a press opportunity for the ground breaking of the new station. More details about that will be released and they become available. The sign will be changed one last time. Director Sprouse appreciates all the work that the Public, the Board and Gabe Mendez Inc., has made to come to this point in the building process.

**13: Meeting Adjourned:** Director Sprouse adjourned at 7:25 pm.

**Next Regular Board Meeting:** Wednesday, October 18, 2017, Location: 461 Main Street,

Newcastle

Respectfully submitted by

Heather Pier, Recording Secretary