

Newcastle Fire Protection District
Minutes of Regular Board of Directors Meeting
Wednesday, January 16, 2019
645 Kentucky Greens Wy.
Newcastle, CA 95658

1. Call Meeting to Order

- a. Chairman Elder called the meeting to order at 6:00 p.m.
- b. VC Bettencourt led the Flag Salute.
- c. All Directors were present.
- d. Chief Kushen was in attendance.

2. Approval of Agenda

- a. VC Bettencourt made a motion to approve the agenda as presented. Director Enos seconds the motion. Motion carries.

3. Approval of Minutes

- a. Secretary Kahrl made a motion to approve the minutes of the December 19th regular meeting as presented. Director Enos seconds the motion. Motion carries.

4. Bill Approval and Financial Report

- a. Chief Kushen reported the following:
 - i. The financial report does not reflect the first teeter installment of tax revenue as Gill has not received any reports from the County yet.
 - 1) Chairman Elder stated she was sent updated reports today so maybe Gill can check with the Auditor's office tomorrow.
 - ii. On the expense side, vehicle maintenance, equipment maintenance, and overtime are all up. All others are within normal limits.
- b. VC Bettencourt made a motion to approve the monthly expense report only, as presented. Chairman Elder seconds the motion. Motion carries.

5. Correspondence

- a. None

6. Public Comment

- a. None

7. Fire Chief's Report

- a. Calls total for 2018 = 586 (avg. 49 per month)
- b. There were no significant calls in December.
- c. One of the Captains sustained an off duty injury and is expected return to work on 2/14/2019.
- d. Two new ROP (Regional Occupational Program) students have started at Station 41.
- e. The Fire Marshal has been busy putting together a *Fire inspection Manual* for commercial inspections.
- f. Several grants are still in process.

8. Newcastle Professional Firefighter's Association

- a. None

9. Board Committee Reports

- a. Building Committee: New Fire Station Update (VC Bettencourt)
 - i. The Planning department has approved the updated building plans and new landscaping plan.
 - ii. George Attebury has completed the sewer changes (which saved \$75K) and have been approved by the County.
 - iii. Met with fire radio supplier. We will be able to utilize some components from the old station which will save some money. However the radios are going to cost money also. Supplier offers a 50/50 grant which we are going to apply for. We are going to do most of the installation ourselves. VC Bettencourt may need help from firefighters to pull wire when the time comes. The supplier will do the console installation.
 - iv. VC Bettencourt distributed a sheet with the current plan status.
 - v. Planning to go out for bid in February.

10. Informational/Non-Action Items

- a. Update on the Special Districts' Task Force
 - i. Chairman Elder reported that the group has decided to suspend meetings until June so PHF and FHF can focus on passing their upcoming tax measures.
 - 1) Secretary Kahrl asked what the status of Penryn's involvement is in the process.
 - 2) Retired Chief Gow reported that Penryn is out of discussions.

11. Action Items

- a. Selection of Board Officers and appointment of committee assignments.
 - i. Board members thanked Mrs. Elder for her service this past year as Board Chairman
 - ii. Mrs. Elder indicated that she is interested in remaining Chairman for another year if no one else is interested. VC Bettencourt stated that he is interested in the Chairman position.
 - iii. Secretary Kahrl made a motion to nominate Lawrence Bettencourt to the position of Chairman. Director Sprouse seconds the motion. Motion carries.
 - iv. Director Sprouse made a motion to nominate Joni Elder to the position of Vice-Chairman. Director Enos seconds the motion. Motion carries.
 - v. VC Elder made a motion to nominate Bill Kahrl to the position of Secretary. Director Enos seconds the motion. Motion carries.
 - vi. Committee Assignments are as follows:
 - 1) Building Committee: Bettencourt/Elder
 - 2) Personnel Committee Kahrl/Enos
 - 3) Finance Committee Sprouse/Kahrl

****Director Bettencourt assumed Chairman position from this point forward****

- b. Consider and approve the request by Mrs. Neft to fund a mural for the firehouse building.
 - i. No representative was present. Postpone this item until the February meeting.

- c. Update and direction on current station column repair.
 - i. Chairman Bettencourt reported the following:
 - 1) Per Brian Toppel, the engineering for the repairs was <\$1K.
 - 2) Right now we have temporary struts in place that cost \$600 per year to rent.
 - 3) Estimate of \$3K-\$4K to make the repairs.
 - 4) Question for the Board is whether to spend the \$4K to do the repairs or continue with the temporary struts which cost \$600/year.
 - ii. VC Elder stated that the Board needs to be watching their pennies in order to get the new station built.
 - 1) Chairman Bettencourt concurred. Also, there could be unknown electrical issues that could increase the cost.
 - iii. Secretary Kahrl questioned whether fixing it or not fixing it will have any impact on the value of the building.
 - 1) Chairman Bettencourt was thinking that if we leave it as is now, later down the road when we're moved to the new station it could be repaired then, if necessary.
 - iv. Director Sprouse reported that he has (4) 3" supports in his garage. If the engineer approves their use, he will lend them to the fire district for the duration of time needed.
 - v. Director Sprouse agrees that repairs to the old station should be deferred for now, as long as there is no safety issue.
 - vi. Director Enos asked the firefighters how they feel about deferring the repair.
 - 1) Captain Hicks reported that he didn't believe any of them wanted to temporarily relocate while the repairs are made.
 - vii. Chairman Bettencourt gave direction for the repairs to be put on hold at this time.
- d. Consider and approve the first reading of Ordinance 2019-01 establishing a schedule of fees for plan review and inspections for new and modified construction.
 - i. Fire Marshal Brothers reviewed the ordinance with the Board and public.
 - ii. Director Enos made a motion to approve the first reading of Ordinance 2019-01. VC Elder seconds the motion. Motion carries.

12. Directors Reports:

- a. None

13. Chairman Bettencourt adjourned the meeting at 7:10 p.m.

Respectfully Submitted By:


Patrice Metz, Recording Secretary

Approved: _____