

Newcastle Fire Protection District
Minutes of Regular Board of Directors Meeting
Wednesday, February 20, 2019
461 Main St.
Newcastle, CA 95658

1. Call Meeting to Order

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

2. Approval of Agenda

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

3. Approval of Minutes

- a. VC Elder made a motion to approve the minutes of the January 16th regular meeting as presented. Director Enos seconds the motion. Motion carries.

4. Bill Approval and Financial Report

- a. Chief Kushen reported the following:
 - i. Gill has received some of the data from the County, but not all.
 - ii. Chairman Bettencourt has the following requests:
 - 1) A report on the Mitigation Fees should be included in the financial reporting. A profit & loss statement would work.
 - 2) The same request for the fixed assets (new fire station) should also be included.
- b. Secretary Kahrl made a motion to approve the monthly financial report 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 January = 37
- b. Captain Kirk has been released back to full duty by his private physician, however he is on light duty until he has a "Fit for Duty" examination by Occumed.
- c. ISO audit is due sometime this summer.
- d. Chief Kushen distributed an organizational chart for Placer Hills Fire.
- e. NEW was not a signatory in the *Local Hazard Mitigation Plan (LHMP)* in 2016. It will be important for NEW to adopt this program as it's often necessary to receive FEMA grants.
- f. PHF has a part time employee that works full time for another agency. He works on the *Community Risk Reduction Plan* for his full time employer. Chief Kushen will be coming to the board in the future to ask for approximately \$1K to cover 60 hours of work by their individual to put together the plan for NEW. The plan is worth 2 points during an ISO audit.
- g. The first meeting of the Lexipol working group will be on 2/28 at 3:00 p.m. in the PHF Training Room. VC Elder will be sitting in for Director Enos.

8. Newcastle Professional Firefighter's Association

- a. Engineer Shaw reported that the Association currently has T-shirts for sale for \$20 each. They will have pint glasses for sale soon.

9. Board Committee Reports

- a. Building Committee: New Fire Station Update (VC Elder provided the following written notes)
 - i. The Building Committee met twice since the January board meeting.
 - ii. January 23rd, 11:00 a.m. in Ron Lichau's office. Bettencourt, Elder and Lichau present.
 - 1) Looked at plans and proposed changes from the county and expressed to Mr. Lichau that we needed to make some progress on the new building. Ron agreed and promised to make the changes necessary. Chairman Bettencourt brought a checklist of items that needed to be completed before the plans can go out for bid.
 - iii. February 19th, 9:15 a.m. in Ron Lichau's office. Bettencourt, Elder, Lichau, Toppel and Leonard present.
 - 1) Discussed the problems we are having getting the plans approved by the county and why it is imperative that we get the permit approved prior to going out to bid. Both Brian and "Joe had some very good reasons why we should not go out to bid before the plans are approved by the county. We agreed on a plan of action for our meeting at 10:30 a.m. with the Placer County Building Department.
 - iv. February 19th, 10:30 a.m. at the Placer County Building Department. Bettencourt, Elder, Lichau, Toppel, Leonard, Sibley, and Armstrong were present.
 - v. Toppel and Leonard made compelling arguments why we should be able to get a complete permit for the station without having to get two phases (2 permits). Toppel and Leonard explained to the County that we are building an essential services building for the Newcastle Community and that we are trying to save as much taxpayer money as possible. Mr. Sibley said he will speak to Mr. Wegner (CBO) and get back to us. The meeting seemed to clear up some misunderstandings.

10. Informational/Non-Action Items

- a. Update on the Lexipol's policies and procedures
 - 1) VC Elder and Director Enos will attend the meeting at PHF on 2/28.

11. Action Items

- a. Consider and approve the request by Mrs. Neft to fund a mural for the firehouse building.
 - i. There was lengthy discussion between the board, the audience, Mrs. Neft and Ms. Hakala (mural artist) regarding what the mural should contain.
 - ii. The final direction by the board is as follows:
 - 1) Ms. Hakala will bring a few idea sketches to the March board meeting for consideration.
 - 2) Director Enos will be the point of contact between the board and Mrs. Neft/Ms. Hakala.

- b. Consider and approve the first reading of the amended 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 Sprouse made a motion to approve the first reading of Ordinance 2019-01. Director Enos seconds the motion.
 - 1) Bettencourt AYE
 - 2) Elder AYE
 - 3) Kahrl ABSTAIN
 - 4) Sprouse AYE
 - 5) Enos AYE

Motion carries.

12. Directors Reports:

- a. Director Sprouse thanked everyone for all the cards and letters he received when his Mother passed away.
- b. Chairman Bettencourt asked Chief Kushen to check on the required Ethics Training and Brown Act Training for the board members.

13. Chairman Bettencourt adjourned the meeting at 7:32 p.m.

Respectfully Submitted By:



Patrice Metz, Recording Secretary

Approved by: _____