

Newcastle Fire Protection District
Minutes of Regular Board of Directors Meeting
Wednesday, July 17, 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. Resident Sue Stack led the Flag Salute.
- c. All Directors were present.
- d. Chief Kushen was in attendance.

2. Approval of Agenda

- a. Chairman Bettencourt requested that Action Item 11(a) be moved up on the agenda subsequent to the agenda approval. VC Elder made a motion to approve the agenda as revised. Director Enos seconds the motion. Motion carries.

3. Approval of Minutes

- i. VC Elder made a motion to approve the minutes of the June 19th regular meeting as presented. Director Heisterkamp seconds the motion. Motion carries.

4. Bill Approval and Financial Report

- a. Chief Kushen reported the following:

Revenues:

- From the *draft* end of year County report, we received 100% of our budgeted Property tax and Measure B and F revenues.
- We will receive \$44,470 for our assistance by hire deployment in July 2018 from Cal Fire in the next couple of weeks. We will be submitting for our VFA grant reimbursement for items purchased in June 2019 (\$1,000+)
- We did not receive the reimbursement for the cover in July 2018 but after many months, phone calls and emails we have signed the document for \$44,469.
- We should receive this in the next couple of weeks. We also did not receive our VFA grant (\$1500) as we only purchased the items in June (back ordered issues).
- Fire Development Fees:
 - 5 new home starts
 - 8 additions
 - 5 garages/patios
 - 2 commercial buildings

Expenses:

- Over in equipment and apparatus maintenance
- Over in Fire protective clothing; intern and volunteer equipment
- Salaries are over due to strike team/cover assignments, coverage for sick/vacation time and the OT for filling the vacant engineer's position.

County reports:

We should receive the final county report for Fiscal Year 2018/2019 in early August.

The County requires us to amend the 18/19 final budget to cover additional costs mainly from our summer incident deployments.

We have a Resolution 2019-05 for \$63,700 to cover unbudgeted expenditures. The funds will be transferred from unassigned reserves. We will transfer the \$44,470 from Cal Fire back into this

account once we receive it. This will leave \$19,230 that will be transferred from our reserves to cover the normal operations from FY 18/19

We have still not received the proposal for the Fire Facility Fees study. The RFP has been submitted.

VC Elder made a motion to accept the financial report as presented. Director Heisterkamp seconds the motion. Motion carries.

5. Correspondence

- a. Chairman Bettencourt reported that he received a letter from PHF Board President Hills indicating that the PHF Board had approved the contract with NEW on 6/26/2019. President Hills also indicated that PHF would like to meet with NEW to discuss equipment maintenance and the fire prevention program.
- b. Secretary Kahrl reported that he received correspondence from an NID board member asking what the comparative tax rates are between the NEW, PHF and FHF.

6. Public Comment

- a. Neil Anderson reported the direct charges submitted to Placer County for each tax measure:
 - i. Measure F: \$163,337.88
 - ii. Measure B: \$336,270.80

7. Fire Chief's Report

Responses: Total – 26

Fires – 8; Medical Aid – 10; Vehicle T/C's – 2; Misc. – 16

Significant Incidents:

Fully involved working vehicle fire on WB 80 on B shift

Foresthill bridge fire on C shift

E41 participated in the 4th of July task Force in Auburn. I was also working that event and also assisting B/C Nelson with the A Shift Duty. Very busy shift in all of our Districts. B/C Nelson responded to multiple fireworks related calls in the NEW District that night. We had one fireworks related vegetation fire with an arrest off of Auburn Folsom Rd. in the Auburn City Limits.

Staffing:

Engineers testing has been completed and I conducted two Chief Interviews. We have received two background questionnaires back and will be doing a complete background on the candidate we have given a conditional offer to and all future hires. We are awaiting bids from companies that perform background investigations. We have started our new Intern FF's on both A & B Shift. The C shift FF has just completed his physical and should be starting either this Thursday or the following C Shift next week.

Grants:

We were recently contacted by FEMA to verify all of our banking information was correct. We currently have a grant application pending for a new fire engine. This type of request is usually indicative of a successful awarding of a grant.

With the continually increasing incidents nationwide involving hostile acts threatening firefighter safety, we have been looking into purchasing ballistic vests for protecting our employees when responding to incidents, including routine medical aid calls. We are applying for a grant from our local SSV EMS Agency to fund this proposed purchase. This is the same type of grant that enabled us to upgrade our EMS scope of practice to the more advanced level in 2017.

We have collected \$2,500 in revenue from our new ordinance 2019-01 for plan checks and inspections. (Sprinklers and Knox box inspections)

Multiple Haz. Veg. complaints and defensible space inspections conducted by both our engine company and the Fire Marshal.

Fire marshal has continued training all personnel on conducting business inspections with appx. 12 completed this last month.

PG&E Shut offs: Be prepared for long duration outages. Food, water, medicines....

Even when the power is shut off, illegally or incorrectly connected generators could back feed and energize powerlines, potentially endangering firefighters and causing ignitions in dry vegetation. Any properties with illegal generator connections could face severe liability. A recent fire investigation was completed and determined to be from this specific cause and suppression cost recovery will be implemented.

PG&E will attempt to provide 48 hrs. advance notice of anticipated PSPS, along with the estimated shut off time, duration of shut down, additional notifications immediately prior to the shut down and updates during the outage.

If anybody has specific medical needs for power, PG&E encourages registration in the Medical Baseline Program to ensure they can make appropriate notifications to medical baseline customers. Hopefully this reduces the expected burden to the 911 system from those with special medical needs, although PG&E acknowledges that not all residents with medical needs signs up for their program.

PG&E has set up a special Wildfire Preparedness section on their web site with information including preparing for potential power shut-offs. PG&E will also be holding a Wildfire Safety Open House on July 24th from 6-8 pm at the Holiday Inn Auburn if you'd like to learn more about their efforts this summer. There is more information currently posted on our Newcastle Facebook page.

8. Newcastle Professional Firefighter's Association

- a. No report.

9. Board Committee Reports

- a. Building Committee (Bettencourt/Elder): New Fire Station Update (VC Elder reporting)
 - i. Of the 10 items that needed attention by the architect, Mr. Lichau had addressed 80% of them.
 - ii. Placer County is totally inflexible when it comes to accessibility issues.

- iii. Chairman Bettencourt reported that he is developing a business plan for Placer County regarding the occupancy requirements.
- iv. Chairman Bettencourt also stated that we may be able to go out for bid in September.

10. Informational/Non-Action Items

- a. None

11. Action Items

- a. (THIS ITEM WAS HANDLED DIRECTLY AFTER AGENDA APPROVAL.) Presentation to Eric Sprouse for his outstanding service on the Newcastle Fire Board.
 - i. Chairman Bettencourt announced the Newcastle Professional Firefighter's Association paid for the award presented to Mr. Sprouse.
 - ii. Engineer McCoy thanked Mr. Sprouse for his service to the Board and the Community. He also presented Eric with an appreciation plaque to commemorate the occasion.
 - iii. The Board members personally presented Eric with a gift certificate.
- b. Consider and approve the second reading of Ordinance No. 2019-02 repealing Ordinance 2018-01 and establishing re-inspection fees for commercial buildings and premises.
 - i. Fire Marshal Brothers recapped the intent of the ordinance being presented.
 - ii. VC Elder made a motion to approve the second reading of the ordinance as presented. Director Enos seconds the motion.
 - 1) Bettencourt AYE
 - 2) Elder AYE
 - 3) Kahrl AYE
 - 4) Enos AYE
 - 5) Heisterkamp AYE
 - iii. Motion carries.
- c. Consider and approve re-establishing the Directors' Special Districts Financial Stability Task Force and appoint 2 members to the ad hoc committee.
 - i. Retired Chief Gow gave some of the background behind the committees' formation and function.
 - ii. Chairman Bettencourt and VC Elder indicated that they would like to remain on the committee.
 - iii. Secretary Kahrl made a motion to reaffirm Bettencourt and Elder to the committee. Director Enos seconds the motion. Motion carries.
- d. Consider and accept a proposal to prepare an updated Fire Facilities Impact Fees Study.
 - i. Chief Kushen reported that an RFP has been sent, but no responses were received.
 - ii. Chairman Bettencourt asked for this item to be included on the August agenda.

- e. Consider and adopt Resolution No. 2019-05 revising the Final Budget for FY 2018-2019 by \$61,149.01 to cover additional non-capital asset expenses.
 - i. Secretary Kahrl made a motion to adopt Resolution No. 2019-05 as presented. VC Elder seconds the motion.

1) Bettencourt	AYE
2) Elder	AYE
3) Kahrl	AYE
4) Enos	AYE
5) Heisterkamp	AYE

Resolution is adopted.
- f. **CLOSED SESSION:** Government Code §54957.6(a) Conference with the District's labor negotiators Directors Enos and Kahrl.
 - i. Chairman Bettencourt adjourned the open meeting at 7:09 p.m.
 - ii. Chairman Bettencourt reconvened the open session at 7:49 p.m. and reported that direction has been given to the negotiators.
No action was taken.

12. Directors Reports:

- a. Secretary Kahrl reported that meeting agendas are not being posted on Station 41 and that public access to the station via doorbell is impossible as the doorbell is gone.
Would like the doorbell to be replaced.

13. Chairman Bettencourt adjourned the meeting at 7:51 p.m.

Respectfully Submitted By:



Patrice Metz, Recording Secretary

Approved: _____