

Newcastle Fire Protection District
Minutes of Regular Board of Directors Meeting
Wednesday, February 19, 2020
461 Main St.
Newcastle, CA 95658

1. Call Meeting to Order

- a. Chairman Kahrl 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 and Deputy Chief Brothers were present.

2. Approval of Agenda

- a. Secretary Elder made a motion to approve the agenda as presented. VC Bettencourt seconds the motion. Motion carries.
- b. Chairman Kahrl made mention that the posting of the agenda for tonight's meeting was not done properly as there was a public complaint made. Chief Kushen reported that he has handled the situation and there should not be any other issues with agenda posting.

3. Approval of Minutes

- a. VC Bettencourt made a motion to approve the minutes of the January 15th regular meeting as presented. Secretary Elder seconds the motion. Motion carries.

4. Bill Approval and Financial Report

- a. Chief Kushen reported the following:

Revenues:

- We have collected \$9,275 in Fire Code Compliance Fees F/Y YTD

Expenses:

- Legal fees are over budget and will need to be adjusted at mid-term
- Salaries and wages are at 7.2% under @ 51.8% of budgeted amount due to the prior vacancy. This amounts to \$26,856 under budget.
- OT is over due to long term vacancy @ 95 % which is \$25,292 over budget, however, the total payroll is within budget @ 57.67%
- Everything else looks good. Total expenses are 56.6% with 59% of FY elapsed
- Our end of year numbers are very close to the 5-year budget projections
- Our auditor, Robert Johnson has proposed an increase of \$150.00 for 3 years. This is action item 12. (D)
- I would like to request that we convene a meeting with the Finance committee sometime the week of March 9th to make the needed 19/20 adjustments, look at a preliminary 20/21 Budget and to also meet with Capitol Public Finance Group currently close to completion on our Fire Facility Fee study.

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

5. Correspondence

- a. Director Heisterkamp reported that he received an email from PHF Board President Hills requesting a meeting on March 5th to begin contract discussions.

6. Public Comment

- a. John Anacker: It was beneficial to have the firefighters come out and give advice on fuel control.

7. Fire Chief's Report

Responses: Totals from January 16- February 18 = 59

Struct. Fires – 2; Veh. Fire – 0; Veg. Fire – 1; M/A – 32; Vehicle T/C's –9; Misc. 15 (includes Fire Investigations, lines down, false alarms, etc.)

Multiple calls for large unattended burn piles, several at night

Significant Incidents:

2/6 - Structure Fire in ABN: Our crews assuming RIC and later assisting on overhaul.

2/12 - B-41 covered PHF Sta. 84 while PHF crews were committed on both a vegetation fire in Placer Hills and on a semi-truck fire on I-80 providing mutual aid assisting Cal Fire

Administration: We received our ISO updated PPC rating which has been reduced from a 5/5Y to a significantly improved 4/4X. This places NEW Fire into the top 30% of ISO PPC ratings of the 40,083 fire departments nationwide. We are very proud of this accomplishment that is a measurable F.D performance improvement that will assist in keeping insurance costs down in the District.

“C” Shift crews, under the direction of Capt. Hickok, have completed all District hydrant flow testing and painting. This was one of the components of our improved ISO ratings. The added staffing with the Interns, shift B/C responses, Fire Prevention Division and Community Risk Reduction programs were also contributors.

Staffing:

All Interns have completed their terms and our engine is back to daily 2-0 staffing. We have had several days, including today, where we have had additional volunteer firefighters augmenting our daily engine company staffing.

Apparatus:

The loaner OES Engine has been returned and crews are currently utilizing B-41 and will continue to respond with it until we receive the T-1 engine from Placer Hills.

Facilities: We have contacted Bldg. Dept. and our Sta. Const. permit has been extended until Sept. 10, 2020

Grants:

The Fire Chiefs Association voted today on our SSV EMS grant request together with Placer Hills Fire for purchasing body armor for our personnel to provide additional protection during responses that involve potential violence. All Placer County agencies have been training together with law enforcement on the RTF responses to active shooter incidents.

We are working on an AFG Grant application for a new T-1 Fire Engine for Newcastle.

I’m working on a regional AFG Grant application for a Health and Wellness Grant to provide initial baseline NFPA 1582 compliant physicals and cancer screenings for all NEW, PHF, FHF & RYN. If successful, this Grant will provide all of the NFPA Tier 1 level requirements.

EMS, Operations and Training:

All Engineers have been fitted and we’ve ordered new turn outs for all 6 personnel.

A new Halligan (forcible entry tool) and a DeWalt Sawzall have been put in service.

8. Division Chief/Fire Marshal Vernell Brothers’ Report:

- a. Permit Fee Update
Since 7/1/2019 - Collected \$9,275.00

9. Newcastle Professional Firefighter’s Association

- a. Engineer Shaw reported the following:
 - i. Labor has joined IAFF Local 3800 effective last month.
 - ii. This adds a variety of resources that are available to the firefighters.
 - iii. Labor appreciates the support of the board.
 - iv. Labor is in full support of the *Joint Operations Agreement (JOA)* and are in hopes that it can continue.

1) Chairman Kahrl expressed the Board’s support of the JOA.

10. Board Committee Reports

- a. Building Committee update on the new fire station.

- i. Chairman Kahrl stated that there is no higher priority for the district now than building the new fire station.
- ii. Chairman Kahrl and VC Bettencourt met to discuss the current delay with having the required documents in order to seek bids for building the new fire station. The issue is between the architect, the structural engineer and the project manager. There has been some unprofessional correspondence between the parties.
- iii. The first possibility for resolution is to have the parties' resolve their issues on their own.
- iv. The second possibility is to get some help for the existing architect.
 - 1) Mr. Lichau has been battling some health issues.
 - 2) The electronic requirements of the project have also posed some challenges.
- v. The third possibility is to replace the current structural engineer.
 - 1) Chairman Kahrl is asking the board for permission to explore the different options for getting the project moving again.
- vi. After extensive discussion between board members and with the public, it is thought that getting assistance for Mr. Lichau is the best option to pursue at this point.
- vii. Director Heisterkamp feels that a special board meeting early in March is needed to let the public know what's going on.
 - 1) VC Bettencourt stated that a special board meeting will only be necessary if changing architects or structural engineers becomes necessary.
- viii. VC Bettencourt reported the following:
 - 1) Gabe Mendez submitted a bid for \$300K to complete the new sewer line. SPMUD required NFPD to put in several hundred feet of new sewer line that is not on the district's property nor our frontage. VC Bettencourt and Chairman Kahrl met with the General Manager and the Engineer from SPMUD and showed them the estimate, they also prepared a letter to SPMUD letting them know that up to \$100K of the \$300K bid was for property not owned by NFPD nor on our frontage. SPMUD is going to ask their board to cover up to \$100K of the cost.
 - 2) Hard costs to date for the new station (Phase I) have been roughly \$500K. Soft costs have been roughly \$300K.

11. Informational/Non-Action Items

- i. Update on the Fire Facilities Impact Study and Fee Schedule
 - 1) Chief Kushen reported that the study is close to completion. He would like to schedule a Finance Committee meeting for the week of March 9th.

12. Action Items

- a. Consider and approve Resolution 20-01 Adopting the 2019 California Fire Code.
 - i. VC Bettencourt asked if there were any major changes since the last codes were adopted. Deputy Chief Brothers reported that there were not. The fire codes must be adopted every 3 years.
 - ii. Secretary Elder made a motion to adopt Resolution 20-01 as presented. Director Enos seconds the motion.

- iii. Resolution 20-01 passes unanimously via roll call vote.
- b. Consider and approve the first reading of Ordinance 20-02, Abatement of Hazardous Vegetation and Combustible Materials on Improved and Unimproved parcels repealing and replacing Ordinance 19-03.
 - i. Chief Brothers reported that the ordinance was run through legal counsel. It has undergone some changes, none of which are substantial (they don't change the requirements of the ordinance). The proposed ordinance is written better than the previous version.
 - ii. Chief Kushen asked that the following corrections be made:
 - 1) VII, Option 2 ...District Office located at 16999 Newcastle Placer Hills Road...
 - iii. Director Heisterkamp has concerns about the following (from page 5) *The fire chief or his or her designee may enter any parcel in the District for the purpose of inspecting the parcel or for summary abatement proceedings whenever the fire chief is informed or has reasonable cause to believe that hazardous vegetation or combustible materials exist that constitute a condition dangerous or injurious to the health or welfare of persons or to the public, including the environment, that is a public nuisance or is otherwise in violation of this ordinance.*
 - 1) Has this particular item been vetted by legal counsel and is it enforceable?
 - 2) Chief Brothers stated that it has been vetted by legal and that it is enforceable. If need be, an inspection warrant would be obtained from law enforcement.
 - iv. VC Bettencourt is concerned that §VI, F, 6. does not state that the cost of removing the hazard will be applied to the property owner's tax bill.
 - v. VC Bettencourt made a motion to approve the first reading with the amendments cited in items ii. and iv. Director Enos seconds the motion. The motion is carried unanimously via roll call vote.
- c. Consider and approve a new 3-year contract with Robert W. Johnson Accountancy for Audit Services.
 - i. The proposed cost increase is \$150 per year. FYE 2020, \$5100, FYE 2021, \$5250, FYE 2022, \$5400.
 - 1) VC Bettencourt stated that large departments usually change auditors every 3-5 years.
 - ii. Secretary Elder made a motion to approve the contract as presented. Director Enos seconds the motion. Motion carries unanimously via roll call vote.

13. Directors Reports:

- a. None

14. Chairman Kahrl adjourned the meeting at 7:20 p.m.

Respectfully Submitted By:



Patrice Metz, Recording Secretary

Approved: _____