

Newcastle Fire Protection District
Minutes of Regular Board of Directors Meeting
Pursuant to the Governor's Special Order N-29-20, issued March 17, 2020, the July 15, 2020 Regular Board of Director's Meeting was held via teleconference.

1. Call Meeting to Order

- a. Chairman Kahrl called the meeting to order at 6:00 p.m.
- b. Acting Chief Brothers led the Flag Salute.
- c. All Directors were present except Enos who arrived at 6:32 p.m.
- d. Acting Chief Brothers and BC Slusher were present.

2. Approval of Agenda

- a. Chairman Kahrl asked that items 9. and 11. (A) 1 and 2 be moved to the beginning of the meeting since District Counsel Flautt was in attendance. Secretary Elder made a motion to approve the agenda as amended. Director Heisterkamp seconds the motion. Motion carries unanimously (4/0, Enos absent).

3. Approval of Minutes

- a. Chairman Kahrl asked that Architect Lichau's name, which is misspelled in item 10. a. v. be corrected. Secretary Elder made a motion to approve the minutes of the June 17, 2020 meeting as amended. Director Enos seconds the motion. Motion carries unanimously via roll call vote (5/0).

4. Bill Approval and Financial Report

- a. VC Bettencourt reported that he is working with Supervisor Holmes to waive the permit fees for the new station. That could realize a cost reduction of \$12k. VC Bettencourt made a motion to accept the financial report as presented. Director Enos seconds the motion. Motion carries unanimously via roll call (5/0).

5. Correspondence

- b. Chairman Kahrl and the entire Board gave kudos to departed Chief Kushen and departing Chief Brothers. Everyone thanked them for their service to Newcastle and wished them well in the future.

6. Public Comment

- a. Dane Wadle, Field Coordinator with CSDA (CA Special Districts Association) spoke to the Board about HR 7073:
Special Districts Provide Essential Services Act
This bill makes special districts eligible for payments from the Coronavirus Relief Fund if more than \$150 billion is appropriated to the fund. The bill also directs the Board of Governors of the Federal Reserve System to include special districts as eligible issuers in the Municipal Liquidity Facility program.
A special district is a political subdivision, formed pursuant to general law or special act of a state, for the purpose of performing one or more governmental or proprietary functions. Services that such districts provide include first responders, firefighting, public health, or transit.
Mr. Wadle asked the Board to consider publically supporting this *House of Representatives Bill*.
Chairman Kahrl asked for this item to be placed on the August agenda so that a letter of support can be voted on by the Board.

7. Acting Fire Chief/Fire Marshal Vernell Brothers' Report:

Personnel:

Interim Fire Chief – Chief Brothers is in the process of transitioning with Chief Gow for the Fire Chief services.

Fire Marshal – Captain Justin Wood will assume some of the Fire Marshal duties until Chief Gow comes up with a plan for fire prevention

Significant Incidents:

7/13 – Vehicle Accident – One County employee sustained moderate to major injuries

Administration:

Staffing: We are continuing to evaluate and have begun working on the development of a plan to present a draft First Responder Ordinance to bring to the Board for increasing our revenue to help properly fund our services. Currently, our revenue is not adequately keeping up with the levels of service we presently provide and our desire to increase services, especially in the EMS service delivery model.

Apparatus:

E-41 experienced a water tank leak and is at our shop facility for manufacturer warranty repairs and some additional repair work with B-41 currently in service.

Facilities:

All of our facilities remain closed to the public and display Public Information sign boards at fire stations with pertinent COVID-19 information. We will continue to provide any significant updates and current HHS information on our District Social Media.

Grants:

We have submitted a Fire Prevention and Safety Grant for both providing funds for additional public education supplies and some training for our personnel.

Action Item Notes

1. 11(B) – 1st reading of California Fire & Building Codes
2. 11(D) – MOU with Placer County regarding the selection of a Hazardous Vegetation Enforcement Official

SB 1205, Hill. Fire protection services: inspections: compliance reporting. Existing law requires the chief of any city or county fire department or district providing fire protection services and his or her authorized representatives to inspect every building used as a public or private school within his or her jurisdiction, for the purpose of enforcing specified building standards, not less than once each year, as provided. Existing law requires every city or county fire department or district providing fire protection services that is required to enforce specified building standards to annually inspect certain structures, including hotels, motels, lodging houses, and apartment houses, for compliance with building standards, as provided.

This bill would require every city or county fire department, city and county fire department, or district required to perform the above-described inspections to report annually to its administering authority, as defined, on the department's or district's compliance with the above-described inspection requirements, as provided. The bill would require the administering authority to acknowledge receipt of the report in a resolution or a similar formal document.

8. Newcastle Professional Firefighter's Association

- a. Engineer McCoy reported that the staff has pulled back on training with other agencies because of COVID 19.

9. Board Committee Reports

- a. Building Committee update on the new fire station.
 - i. Chairman Kahrl reported that 5 bids were received. One bidder has asked to withdraw his bid because of a mathematical error.
 - ii. District Counsel, Kevin Flautt, reported that the Board has to consent to the bid withdrawal and that the request has to be received within 5 days of submitting the bid. The request to withdraw the bid was received within the timeframe required.
 - iii. The bid being withdrawn was the lowest bid. The next lowest bid is \$700K more.

10. Informational/Non-Action Items

- a. Recognition of Service: Fire Chief Kirk Kushen.
- b. Recognition of Service: Division Chief/Fire Marshal Vernell Brothers.
 - i. Once again the Board thanked Chief Brothers for his service (Chief Kushen was not present at the meeting). Chairman Kahrl asked if the Board would object to presenting each man with a resolution thanking them for their service. The board agreed and asked that it be placed on the agenda in August.

11. Action Items

- a. Construction Bids for the Newcastle Fire Station:
 - i. Review and approve Report on the request from JPB Designs Inc. to withdraw its submitted bid for construction of the Newcastle Fire Station.
 1. VC Bettencourt made a motion to approve JPB's request to withdraw their bid. Director Heisterkamp seconds the motion. Motion carries unanimously (4/0, Enos absent).
 - ii. Initiate Consideration of the next lowest qualified bidder for construction of the Newcastle Fire Station.
 1. The next lowest bid is for \$3.124M.
 2. Chairman Kahrl reported that the district will not know where they stand financially for the station project until they meet with the County Treasurer.
 3. VC Bettencourt reported that the bid is not the only concern for the project. Besides the "hard" costs of \$3.124M there will likely be "soft" costs totaling \$500k.
 4. Chairman Kahrl and Director Heisterkamp will facilitate a meeting with the County Treasurer as soon as possible.
- b. Approve the first reading of Ordinance No. 20-01, amending and adopting the 2019 edition of the California building code (title 24, CA code of regulations) part 9 (2019 CA fire code) and appendices; and repealing resolution no. 2017-02 and ordinance no. 2017-02 in their entirety and any other resolutions or ordinances in conflict herewith.
 - i. VC Bettencourt made a motion to approve the first reading of Ordinance No. 20-01 as presented. Director Heisterkamp seconds the motion. Motion carries unanimously via roll call vote (5/0).

- c. Consider and approve a Memorandum of Understanding with Placer County over Hazardous Vegetation Enforcement.
 - i. Chief Brothers reviewed the proposed MOU with the Board.
 - ii. Director Heisterkamp made a motion to approve the MOU as presented. Director Enos seconds the motion. The motion carries unanimously via roll call vote (5/0)
- d. This item was withdrawn from the agenda at the request of Chief Brothers.
- e. Consider and approve the agreement for services from the Placer County Auditor-Controller's Office for FY 2020/2021 at a cost of \$4,514.96.
 - i. After much general discussion, it was decided to put this on the August agenda as an action item, again.
- f. Review the district's *Conflict of Interest* Policy and submit the completed biennial notice to Placer County Counsel.
 - i. District Manager Lofrano reports that staff recommends reporting that the policy is still under review by the agency.
 - ii. Director Heisterkamp made a motion to report that the policy is still under review. Director Enos seconds the motion. Motion carries unanimously via roll call vote (5/0).
- g. **CLOSED SESSION:** Government Code § 54957.6 (a.) Conference call with the district's labor negotiators, Directors Enos and Heisterkamp.
 - i. The board adjourned to closed session at 7:30 p.m.
 - ii. The board reconvened open session at 8:11 p.m.
 - iii. No report was given.

12. Directors Reports:

- a. None

13. Chairman Kahrl adjourned the meeting at 8:12 p.m.

Respectfully Submitted By:



Patrice Metz, Recording Secretary

Approved: 
