

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 September 16, 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. All Directors were present, Director Enos was a little late.
- c. Chief Gow, District Manager Lofrano and BC Nelson were present.

2. Approval of Agenda

- a. Chairman Kahrl asked that item 11 (A) Closed Session be addressed after item 11 (C). Secretary Elder made a motion to approve the amended agenda. Director Heisterkamp seconded the motion. Motion carried (4/0, Enos absent).

3. Approval of Minutes

- a. Chairman Kahrl amended "Intention to proceed" to "Notice to proceed" under item 11B (iv) of the August 19, 2020 minutes. VC Bettencourt made a motion to approve the amended minutes. Director Elder seconded the motion. Motion carried via roll call vote (4/0, Enos absent).

4. Bill Approval and Financial Report

- a. Chief Gow reported that there was nothing out of the ordinary. He expected engine repair costs of \$2,500 for a power steering issue next month. Director Elder made a motion to accept the financial report as presented. Director Heisterkamp seconded the motion. Motion carried unanimously via roll call (5/0).

5. Correspondence

- a. Director Elder reported that there will be no refunds of the State Fire Prevention Fee.
- b. Director Heisterkamp received a memo from Chief Gow about the feasibility of a First Responder fee. No similar departments use this funding method. It is usually by departments with paramedics providing a higher level of service. It could also be considered taxation. Chief Gow will research further afield to see if similar departments assess this fee.
- c. Battalion Chief Nelson reported that the district uses Fire Recovery to bill for vehicle accidents/fires through the involved person's insurance. We only bill for incidents in our jurisdiction.

6. Public Comment

- a. None.

7. Fire Chief Gow's Report:

- a. Chief Gow thanked staff for their patience during the repair of the AC unit.
- b. Penryn Fire District has requested chief services from South Placer Fire. Currently they have a Captain acting up as interim chief.
- c. Chief Gow is recommending to hire a third Battalion Chief and a part-time Fire Marshal. Both Newcastle and Placer Hills' union shop stewards have a copy of the plan. We are keeping up with the fire prevention duties but look forward to additional help.
- d. **BC Nelson reported the following:**
 - 51 Calls for Service last month with 29 medical aids and 1 structure fire.
 - 20 homes had to be evacuated in the middle of the town due to a gas leak.
 - Air attack and crews quickly mitigated the Perry Ranch fire.
 - The AC repair should be under warranty.

8. Newcastle Professional Firefighter's Association

- a. Engineer McCoy related that they are reporting incidents appropriately to Fire Recovery.
- b. He thanked Director Heisterkamp for the donation of a fridge.

9. Board Committee Reports

- a. Building Committee update on the new fire station.
 - i. Chairman Kahrl, Director Heisterkamp, Chief Gow and District Manager Lofrano met with Placer County Treasurer Windeshausen and Treasurer-Tax Manager Schmidt. More to follow after closed session.

10. Informational/Non-Action Items

- a. Update on the agreement for services from Placer County Auditor-Controller for FY 2020/2021 for a cost of \$4,514.96.
 - i. DM Lofrano reported that she gave the district's information to US bank.
- b. Update on the Lexipol policies.
 - i. Chief Gow reported that it is awkward working off 2 policy manuals. Chief Gow met with the Lexipol's policy specialist and also with Foresthill and South Placer Fire Chiefs. Chief Gow plans to move forward with the policy adoptions.

11. Action Items

- a. Closed Session moved to after item 11C.
- b. Approve second reading of Ordinance No. 20-01 adopting the 2019 California Building and Fire Codes.
 - i. Chief Gow recommended adopting the Ordinance.
 - ii. VC Bettencourt motioned to approve the second reading of Ordinance No. 20-01. Director Enos seconded the motion that was approved unanimously by roll call.
- c. Adopt the Final Budget for Fiscal Year 2020-2021
 - i. Director Elder noted that the budget is very tight.
 - ii. Director Heisterkamp added that the new fee for Mitigation Fees could balance the budget.
 - iii. Director Heisterkamp motioned to approve the Final Budget for Fiscal Year 2020-2021. Director Enos seconded the motion that was approved unanimously by roll call.

12. Directors Reports:

- a. VC Bettencourt was approached by Penryn's ad hoc committee to be the interim Fire Chief. Legal advised that this would be a conflict of interest.

The open meeting was adjourned at 6:58 pm and the Board went into Closed Session.

11. a. Closed Session: Conference with legal counsel – anticipated litigation pursuant to Government Coded §54956.9(d) (2) and (e) (1); one case.

The open meeting was reconvened at 8:08 pm. Chairman Kahrl reported that the Board gave direction to staff and that no action was taken.

13. Chairman Kahrl adjourned the meeting at 8:09 p.m.

Respectfully Submitted By:



Gillian Lofrano, Recording Secretary

Approved: 
