

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 15, 2021
Regular Board of Director's Meeting was held via teleconference and in-person at:
Long Valley Community Hall
2008 Rattlesnake Rd.
Newcastle, CA 95658

1. Call Meeting to Order

- a. Chairman Kahrl called the meeting to order at 6:00 p.m.
- b. Secretary Heisterkamp led the Flag Salute.
- c. Directors Kahrl, Heisterkamp, Elder, Enos (by teleconference) and Bettencourt (slightly late) were present.
- d. Chief Gow, Fire Marshal D'Ambrogi, District Manager Lofrano, Fire Marshal D'Ambrogi and Battalion Chief Williamson were present.

2. Approval of Agenda

- a. Secretary Heisterkamp recommended making the following changes to the agenda:
 - i. 11(A) 1: Consider and approve moving forward with the USDA loan in the amount up to \$3,775,800 and authorizing the Chair or Vice-Chair to sign any required documentation.
 - ii. 11(A) 2: Consider and approve the engagement of the selected interim lender for the construction amount, and authorize the Chair or Vice-Chair to sign any required documentation.

Vice-Chair Elder moved to approve the amended agenda. Director Enos seconded the motion that was passed 4-0. Director Bettencourt abstained due to his late arrival.

3. Approval of Minutes

- a. Secretary Heisterkamp amended the minutes to reflect "Letter of Conditions" in item 11(A) iii. Secretary Heisterkamp moved to approve the amended minutes. Director Bettencourt seconded the motion that passed 4-0. Vice-Chair Elder abstained.

4. Approval and Financial Report

- a. Chief Gow reported that vehicle maintenance, fuel and utility expenses were slightly over budget.
- b. Vice-Chair Elder moved to approve the financial report as presented. Secretary Heisterkamp seconded the motion that passed unanimously.

5. Correspondence

- a. None

6. Public Comment

- a. Mr. Anaker thanked Fire Marshal D'Ambrogi for his home inspection and letter for his insurance company.

7. Chiefs' Report:

- a. Chief Gow's report:
 - i. Multiple requests for strike team resources. Placer Hills' OES engine and Brush 86 are still deployed.
 - ii. Penryn Fire Board signed the Joint Operations Agreement (JOA) and recognized Local 3800 as the bargaining unit for their employees. The Board also approved the installation of a back-up generator and are going out to bid for station wall repairs. They submitted an application to CalPERS for retirement benefits.
 - iii. Engine 41 was on the Bridge Fire. We are testing for an engineer next week.

- iv. Lexipol Policy review and approval will begin again next month.
- v. Chair Kahrl would like fiscal, staffing and equipment data on the fire districts.
- b. Fire Marshal D'Ambrogi report:
 - i. New construction has slowed down.
 - ii. Conducted several sprinkler, propane lines and home inspections.
 - iii. Several cell towers are retrofitting with back-up generators.
- c. Battalion Chief Williamson:
 - i. 40 calls for service last month, 517 for the year.
 - ii. Engine 41 was on the Bridge fire for 2½ days.

8. Newcastle Professional Firefighter's Association – nothing to report.

9. Board Committee Reports

- a. Finance Committee: Vice-Chair Elder reported that the committee met and reviewed the final budget. Staff will contact PG&E to get recommendations for energy savings. Mr. Dobbas passed away and the fueling station was shut down. This has caused an increase in fuel costs. The leaky water tanks in the engines have added to the maintenance/repair costs.

10. Informational/Non-Action Items

- a. Update on the Departments' COVID-19 response.
 - i. Chief Gow reported that the crews are running multiple COVID calls. The stations remain closed to the public and are fumigated every 2 weeks. In-house testing is available. A couple of members were exposed by their families and were quarantined. Chief Gow is not interested in mandating the vaccines. Staff is tested annually for breathing apparatus masks and N95 masks.

11. Action Items

- a. Building Committee: Director Bettencourt reported that he has been working with the utility companies for updated costs requested by USDA. PG&E has a new computer program which may change our costs.
 - i. Chair Kahrl moved to approve moving forward with the USDA loan in the amount up to \$3,775,800 and authorizing the Chair or Vice-Chair to sign any required documentation. The motion was seconded by Vice-Chair Elder and passed unanimously.
 - ii. Secretary Heisterkamp reported that we have 2 proposals for interim lending: Rural Community Assistance Corporation (RCAC) from West Sacramento and Municipal Capital Markets Group (MCMG) from Colorado. Secretary Heisterkamp recommended moving forward with both proposals and choose the option recommended by our legal counsel. This will allow the station project to start soon. USDA is not inclined to give interim financing and if they did, this would take 90 days. Director Bettencourt moved to approve the engagement of the interim lender recommended by legal counsel for the construction amount, and authorize the Chair or Vice-Chair to sign any required documentation. Director Enos seconded the motion that passed unanimously.
- b. Consider and approve a Joint Operating Agreement with Placer Hills, Penryn and Foresthill Fire Districts.
 - i. Chief Gow reported that all the agencies involved have reviewed the amended agreement. Director Bettencourt is concerned that

the agencies have different policies. Motion made by Vice-Chair Elder and seconded by Secretary Heisterkamp to approve the amended agreement. Motion passed unanimously.

- c. Adopt the Final Budget for Fiscal Year 2021/2022: Vice-Chair Elder moved to adopt the Final Budget for Fiscal Year 2021/2022 as presented. Director Enos seconded the motion that passed unanimously.
- d. Approve an application to borrow County funds to cover any shortfalls until property tax revenues are received: Vice-Chair Elder moved to approve the application to borrow County funds. Secretary Heisterkamp seconded the motion that passed unanimously.

12. Directors Reports:

- a. Secretary Heisterkamp reported that we received the letter of conditions for the USDA loan and we are moving forward in the process. The loan is possibly for 40 years with an interest rate of between 2.25% and 2.5%. USDA usually makes announcements of successful applicants on October 1.

13. Chairman Kahrl adjourned the meeting at 7:01 p.m.

Respectfully Submitted by:



Gillian Lofrano, Recording Secretary

Approved: _____