

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 October 20,
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. Chair Kahrl called the meeting to order at 6:00 p.m.
- b. Secretary Heisterkamp led the Flag Salute.
- c. Directors Kahrl, Heisterkamp, Elder, Enos and Bettencourt were present.
- d. Fire Marshal D'Ambrogi, District Manager Lofrano, Fire Marshal D'Ambrogi and Battalion Chief Williamson were present.

2. Approval of Agenda

- a. Fire Marshal D'Ambrogi requested to postpone item 11A, promotion of Shannon Shaw, to next month. Vice-Chair Elder moved to approve the amended agenda. Director Bettencourt seconded the motion that was passed unanimously.

3. Approval of Minutes

- a. Secretary Heisterkamp amended the minutes in item 11(A) ii changing "recommended by legal counsel" to "least expensive" (2 changes). Secretary Heisterkamp moved to approve the amended minutes. Director Enos seconded the motion that passed unanimously.

4. Approval and Financial Report

- a. Director Bettencourt moved to approve the financial report as presented. Director Enos seconded the motion that passed unanimously.

5. Correspondence

- a. Received the renewal for the district's liability insurance with an increase of over \$4,600.

6. Public Comment

- a. Supervisor Holmes presented 3 options for the redistricting of the supervisorial district boundaries for Placer County. The Supervisors will adopt a redistricting plan on November 30, 2021. There are approximately 400,000 people in Placer County with 80,000 in each district.
- b. Mr. Jon Anaker commented that his neighbor will allow emergency evacuation through her property.

7. Chiefs' Report:

- a. Fire Marshal D'Ambrogi report:
 - i. Chief Gow was unable to attend the meeting.
 - ii. Penryn Fire District's past Fire Chief Dave Ebert passed away.
 - iii. Chief Gow attended a webinar for COVID funding. There is nothing available for special districts.
 - iv. A Placer Hills engineer has accepted a position with Sacramento City Fire.
 - v. Penryn Fire has an open engineer's position. Beginning negotiations with the union. They have submitted an application for CalPERS' retirement.

- vi. COVID calls have declined. All protocols are still in effect. Presentations during Fire Prevention Week will be limited.
 - vii. The applicant for Newcastle's engineer's position is in backgrounds.
 - viii. New construction has slowed down. Chief D'Ambrogi has reviewed 1 set of sprinkler plans and signed off a home and an Accessory Dwelling Unit (ADU). State legislation allows the building of ADUs and Junior ADUs to ease the affordable housing shortage in the state. The district collects mitigation fees on the new homes but the growth could impact our services.
 - ix. Fire Marshal D'Ambrogi has met with potential builders to line out the fire code requirements for new construction.
 - x. Fire Marshal D'Ambrogi was successfully awarded a \$5,000+ grant for materials to make address signage. The award will be shared between the Placer Hills and Newcastle Fire Associations.
 - xi. District Manager Lofrano regrettably informed everyone that past Fire Marshal Vernell Brothers passed away suddenly. He made a lasting impression with everyone he met. His funeral is on October 22, 2021 in Bakersfield and a Celebration of his Life is scheduled for November 13, 2021 at the Winchester Country Club in Meadow Vista.
- b. Battalion Chief Williamson:
- i. Chief Williamson reported that the call volume was a little slower than last month. All equipment is in service.
 - ii. The new engineer for Newcastle will start on November 1, 2021.

8. Newcastle Professional Firefighter's Association:

- a. Captain Shannon Shaw reported that the association assisted with the Newcastle Community Association's pancake breakfast. It was a great opportunity to be a part of the community.

9. Board Committee Reports

- a. None

10. Informational/Non-Action Items

- a. Update on the Departments' COVID-19 response – see Chief D'Ambrogi's report.

11. Action Items

- a. Oath of Office and pinning of Captain Shannon Shaw: moved to next month.
- b. Approve to surplus Utility 41:
 - i. Fire Marshal D'Ambrogi reported that it is not worth spending \$6,000 to \$7,000 to repair Utility 41. All usable parts will be removed and the shell will be used for training. It will then be dismantled. Fire Marshal D'Ambrogi has been in contact with Placer County Procurement and may get a replacement vehicle at no charge.
 - ii. Motion made by Director Bettencourt and seconded by Director Enos to surplus Utility 41. The motion passed unanimously.
- c. Building Committee update on the construction of the fire station:
 - i. Secretary Hiesterkamp reported Mr. Saladana kindly agreed to extend the construction commencement of the new fire station for another 6 months.

The deed has been recorded.

- ii. Secretary Heisterkamp reported that Western Alliance Business Trust had the better interest rate of 2.3% for interim financing. The District will have additional costs for the lender's issuance and attorney fees. These can be covered by mitigation fees. We will have the funding to build and the first construction draw in November. USDA will be the district's permanent loan. Director Bettencourt noted that the address of the new site is not included in the district's liability insurance papers. Secretary Heisterkamp moved to adopt Resolution 21-04 authorizing the issuance of a loan anticipation note and to sign the Western Alliance Business Trust commitment letter. Director Enos seconded the motion that was approved unanimously.
- iii. Chair Kahrl and Director Bettencourt met with the Contractor who suggested using timber framing for the engine bays and a composition roof to save both time and costs. There will still be added costs for the structural engineer. PG&E has changed its program and we will get the design changes for the electrical hook-up at the beginning of January. The contractor's sub-contractors updated costs are still within the budget. Chair Kahrl has checked with other potential revenue sources and we are good there. SPMUD has requested a breakdown of the costs for the sewer repair, which SPMUD has committed to cover one third of the cost. Director Bettencourt reported that he should have all the estimated costs for the new fire station before the pre-construction meeting. All the change orders will need to be shared with USDA.
- iv. Chair Kahrl is hoping to begin construction on January 1, 2022 and hopes to have the final costs for approval at the November meeting. He is delighted at how things are progressing and thanked the United Auburn Indian Community for clearing obstacles for the fire department to benefit everyone in Newcastle. Director Heisterkamp thanked the efforts of Chief Gow and District Manager Lofrano. Chair Kahrl was glad that the project was now moving into Director Bettencourt's realm of expertise.

12. Directors Reports:

13. Chairman Kahrl adjourned the meeting at 7:16 p.m.

Respectfully Submitted by:



Gillian Lofrano, Recording Secretary

Approved: _____