

NEWCASTLE FIRE PROTECTION DISTRICT

March 16, 2016, 6:00 P.M.

at 461 Main Street, Newcastle, CA 95658, Newcastle, CA 95658

MEETING MINUTES

Board Present: Jim Jordan, Chairman
Eric Sprouse, Vice Chairman
Jonita Elder, Secretary
Rocky Robinson, Director
Robin Enos, Director (present from 6:13pm. Not in attendance for approval voting.)

1. CALL MEETING TO ORDER:

- (A) Chairman called meeting to order at 6:01 pm.
- (B) Chief Higgins was also in attendance.
- (C) Pledge of Allegiance. Moment of silence for CHP officer Nathan Taylor.

2. APPROVAL OF AGENDA:

- (A) March 16, 2016 Meeting Agenda.
Secretary Elder moved to approve the agenda; seconded by Vice Chairman Sprouse. Motion carried out unanimously with Board Members present with exception of Director Enos - not yet present.

3. APPROVAL OF MINUTES:

- (A) Director Robinson made the motion to approve the minutes for the regular board meeting of February 24, 2016; seconded by Vice Chairman Sprouse. Motion carried out unanimously with Board Members present with exception of Director Enos - not yet present.

4. BILL APPROVAL:

- (A) Monthly Expense Report – Month of March, 2016. Spreadsheet presented and reviewed by the board. Brief discussion and clarification on items including:
 - Item 18 & 29... Per Chief Higgins two different invoices from Wattco. 18 is single lights mostly, 29 is the light bar (has emitter for going through intersections). We will have one more invoice for materials for light standards.
 - Item 25 is truck repair for engine 41. Secretary Elder asked about contract with South Placer – not staffed to our needs at the time, but possible to use them in the future.
 - Item 20 includes annual machine calibration.
 - Vice Chairman Sprouse made the motion to approve the March monthly expense report as submitted; seconded by Secretary Elder. Motion carried out unanimously with Board Members present with exception of Director Enos - not yet present.
- (B) Financial Report: Email copy available upon request info@newcastlefire.org

5. CORRESPONDENCE:

- (A) none

6. Newcastle Professional Firefighter Association:

- (A) Statement from the Association: We recently had a meeting together. Wanted to let the Board know that if there are talks with Penryn regarding a possible merger, the Association has voted and come to an agreement that they believe it to be beneficial for the merger. Wanted the Board to be aware of their position for possible merger... We are for it. (just with Penryn).

7. PUBLIC COMMENT:

- (A) Resident was at the last Supervisors Board Meeting, understands maybe entitled to have a meeting with planning commission. Meeting with planning department regarding what is going on with the Newcastle Fire Station. Board of supervisors –Supervisor Holmes said they are working on meeting (setting it up).

8. INFORMATIONAL/NON-ACTION ITEMS:

(A) New Fire Station Update (Chairman Jordan)

- Civil plans are in final phases. Caltrans has no issues with the encroachment permit...should be forthcoming.
- PCWA signed off on Mylar plans. The plan cover sheet is at SPMUD waiting for their signature. There may be a minor issue with something with the Right-of-Way language, but believes it is at the County who will correct and approve.
- Statements from PG&E of options on hookups. There may be a \$29K or \$53K fee to sign off on. Otherwise, they know what needs to be done and it's approved.
- As far as we know, the County is waiting for us to bring in encroachment permit. Processing through the department.
- As far as the Architectural plans, some delays there, but we're waiting for contractor to be hired. Once onboard, Contractor will select supplier for building, and supplier will provide specific calculations for beams, etc.
- Chairman Jordan doesn't foresee any major issues.
- We are trying to get a sub-committee together to decide on a Project Manager. Will come up with some guidelines, then candidates to be selected and brought to the board.
- Bid package is part of the project manager.

[6:13 pm Director Enos arrived]

- Per Resident, people of the community are looking forward to something being done. It has been a long time. Per Chairman Jordan, we have to go through the process.
- Resident asks about what has been spent thus far. Per Secretary Elder, a lot of the budget information is on the Measure B report.
- Vice Chairman Sprouse asked if the project will go to bid soon or wait for a Project Manager to handle the process. Per Chairman Jordan...will probably be part of the bid package.
- Board will be looking for a Construction Project Manager. People to apply. Word is getting out that we are looking. Folks are coming to board members.
- Resident asked about the total budget for the project and what percentage is going for the project manager. Project anticipated cost is \$1.9M is cost. We are not sure of percent yet for project manager.
- Costs are broken down on the website. They are in the 2013 documents.
- Director Enos asked about the Roseville Design Group company name having been dissolved, what are the potential issues. Asked if LPA has stepped in. – 'No', per Chairman Jordan.
- Chairman Jordan has consulted Legal folks regarding the contract and to get guidance.
- (The licensed engineer) Phil is doing the work.
- Board will work on any liability issues.
- Resident asked if we are putting in a Metal building. Per Chair, It is our designed building.

(B) Chief's Report

- Training for the month of February consisted of 183.5 hours
- Emergency Responses for the months of February:
EMS: 30 Auto: 7 Fire: 3 Public Assist: 11. Total of 51 responses.
- General information:
 - Newcastle I-80 overpass project: the project is scheduled to begin on March 28 thru April 14th. March 30th & 31st @ 11pm thru 5am, each night, I-80 will be closed for the overpass raising. The detour route will be using Taylor Road.
 - Secretary Elder asked about the station across the highway. Per Chief, the Station across the highway is not going to happen. Has been in contact with Auburn City, South Placer and Loomis fire departments. We will have two engines responding on any type of incident on that side of the highway.
 - I have been working with Engineering Company in updating the water supply issues with the Castle City Mobile Home Park, The hydrant and domestic water issues. They have a good plan in place for the improvement. Next, we will be working with PCWA and also with the State for possible grant for funds to complete the project.
 - We will be instituting a new Volunteer Recruiting Program coming in the near future. The CSFA will be assisting us with this program that will also include a Banner, flyers and

posters. We look forward to this program for recruiting for volunteers. No cost to the District.

- Monday, E-41 will be going in to get the new code 3 lights installed. E-41 should be back in the district the following Monday if not sooner. We are looking forward to the additional visibility and scene lighting that will improve the safety of the crew and also being on scenes in the dark.
- Director Enos asked how many permanent staff we have now. We have 5 full-time individuals. We have 1 part-time slot open. Staff include Capt. Kirk, Capt. Hickok, Capt. Potter, AO Cosby, and AO Hicks.
- Secretary Elder asked, when will our audit report be completed? Per Chief, it will be completed next week.

(C) 172 Committee update

- Secretary Elder presented: She just started working on the 172 committee and attended the monthly meeting. There were quite a few firefighters in attendance and were talking about 172.
- She drafted one-page summary handout that tells about what Prop 172 was and what it is and some facts. She read the summary out loud.
- Some supervisors have suggested to go back to the tax payers, but we are taxed very high already.
- Item 9 of the summary: NFPD's revenue from property taxes for 2015/2016 is \$655,683 (\$212,009 from general taxes and \$443,674 from measure F and Measure B). With these funds it is very difficult – very lean. When we think about the \$655,683 revenue from property taxes, this is not a lot of money to accomplish things.
- Bottom line is to ask your Placer County Supervisor why he won't help with our fire protection and issue money.
- Other discussions ensued regarding district and department. We are a Fire District, not a Fire Department per Jim Holmes.
- The LAFCO Report will be out probably in a couple weeks. The Draft for the Board of Supervisor's Consolidation Study is out. He hasn't seen it yet.
- Per Supervisor Holmes, Prop 172 was passed to bring back funds to Cities and Counties for the loss of the property tax.

(D) Fire Service Update

- Per Chairman Jordan, this update is forthcoming. Both reports.

(E) NFPD - going forward committee opportunity.

- Per Chair Jordan, it would behoove us to address together and get a committee together to go through, analyze potential opportunities. Reports are going to bring out recommendations. We will need to address report issues in specific way. The more input we have in advance will probably help in making decisions as a board and as a community. It's about survival of a small district. Penryn appears to be logical. They are trying to address things.
- Secretary Elder asked Chief Higgins if he completed a study like he did for Penryn. Chief did a study for Penryn... a Sustainable for the Future report. Determines how much money do we need to be sustainable. Includes built in budget, livable wages, benefit, improvements, upkeep, equipment replacement. The majority of stations throughout the state have on average shown that it takes \$1.4M to \$1.8M a year to be fully sustainable. Our budget is not even half.
- Per Vice Chairman Sprouse – our board responsibilities are to understand that sustainability and avoid failing and do something.
- Per Secretary Elder, we need to understand our options and take a look at the cost of everything.
- Per Penryn firefighter, have met with surrounding districts to address coverage. Will still be a couple hundred thousand dollars short.
- Resident presented information on funding and other tax articles from Auburn Journal.
- Chairman Jordan discussed setting up committee - would be the appropriate thing. Should be 5 to 7 committee people. If you'd like to be on committee, submit a short letter of interest. PO Box 262, Newcastle, CA 95658. Send in the mail or to the website. Will ask Director Robinson & Secretary Elder to be active members of the committee as well. We will get started after receiving responses.

9. ACTION ITEMS:

(A) Accept Measure B reports as being valid.

- Measure B Report was submitted by Secretary Elder in January. This vote didn't make the February agenda. Everyone has reviewed it, would like to bring this finally to a formal vote.
- Director Robinson made a motion to accept the Measure B report as being valid. Seconded by Director Enos. Chairman Jordan asked if there were any questions. Seeing none. Board vote: All in favor Aye: 5; Opposed: none. Measure passes.

10. Board of Director Reports:

- (A) Director Robinson: On raising of the Newcastle overpass...will be approx. two-week process. 4 weeks after will lower Hwy 80. There will be issues with the westbound off-ramp, but it will be very well posted. Will be done Hwy 80 sometime in June. Nobody knows about dirt opportunities yet. About the CHP officer who was killed... slow down and pay attention in those kind of situations.
- (B) Director Enos presented questions for Chief Higgins: What will it take for Newcastle strike team to get selected. Per Chief, Strike teams depend on rotations, staffing, qualifications, and approvals. Our firefighters have Red Card, meaning qualified/capable. There is a pecking order. The engine holds Newcastle and Penryn staff. Revenue stays with Newcastle per Chief.
- (C) Livable wage issue. Chief Gordon.
- (D) Secretary asked how much is a livable wage? Placer County average income is usually accepted as a 'livable wage'. It's in the statistics.
- (E) Vice Chairman Sprouse – LAFCO study and Board of Supervisor's study.
- (F) Chairman Jordan – We all have to look at the facts fully and make decisions going forward. Service for future. Looking at recommendations and issues to be discussed.
- (G) Vice Chairman Sprouse: If Penryn goes out, there are 6 full time employees out of work, and think of their families. Same for Newcastle. Lots to lose.
- (H) Penryn firefighter, He knows Captain Kirk is going on 11 days straight. When we're talking about firefighter families...we know what we are making now is not a livable wage when we all have to work two jobs. These communities are getting same level of service as other districts. Both Penryn and Newcastle are the lowest paid in County. Firefighters are trying to get out, which means they don't have longevity ...can't support their families. History and pride is huge. We are trying to work together and come up with a solution. We love to do this...help people. We are passionate about being firefighters here, but we cannot afford to, that is the reality of it. Would like to see the board help come up with solutions. It's not about call volume, it's about the level of service in our community, and are we willing to pay for it and keep the guys who want to be here. Budget issues and wage issues need to be fixed. Wanted the board to know "we want to be here" and "we love what we do". Look to the leaders to help us. We should not be lowest in Placer County.
- (I) Vice Chairman Sprouse says thank you to the firefighters for all you do. We appreciate it. Board will look into finding out about livable wages.
- (J) Director Enos asked about Coverage.
- (K) Resident ask about Ophir operating or closed? Per Supervisor Holmes, there is no Ophir. There is Placer Consolidated Fire. In 2004, when president of Placer County Fire Board, firefighters asked about going with Placer fire. They are funded by original property taxes, and there is a parcel fee, and other revenue.
- (L) Vice Chairman Sprouse asks when might we have document in hand from City Gate. Supervisor is hearing City gate study should be around in next two weeks. By next board mtg.

Meeting adjourned at 7:25 PM.

11. NEXT REGULAR MEETING: Wednesday, April 20, 2016. Location: 461 Main Street.

Respectfully Submitted,
Gayle Capik, Recording Secretary