

Newcastle Fire Protection District  
Minutes of Special Board of Directors Meeting  
February 21, 2024

**AMENDED 3/20/2024**

Held via teleconference and in-person at:  
Long Valley Community Hall  
2005 Rattlesnake Rd., Newcastle, CA 95658

**1. Call Meeting to Order**

- a. Chairman Kahrl called the meeting to order at 6:00 p.m.
- b. Director Burns led the flag salute.
- c. All directors were present.
- d. Chief Gow, Fire Marshal D'Ambrogi, and DM Armstrong were present.

**2. Approval of Agenda**

- a. VC Elder made a motion to approve the agenda as presented. Director Bettencourt seconds the motion. Motion carries unanimously via roll call vote (5/0).

**3. Approval of Minutes**

- a. Secretary Heisterkamp made a motion to approve minutes of the January 17, 2024 meeting as presented. Director Burns seconds the motion. Motion carries unanimously via roll call vote (4/0) with Director Bettencourt abstaining.

**4. Approval of Financial Report**

- a. Secretary Heisterkamp made a motion to approve the financial report as presented by Chief Gow. VC Elder seconds the motion. Motion carries unanimously via roll call vote (5/0).

**5. Correspondence**

- a. None.

**6. Public Comment**

- a. Captain Hickok reported that staff would like Retired District Manager Lofrano's name added to the plaque outside of Station 41.
- b. Jon Anacker – Reiterated his thanks for the Chipper Program.

**7. Chief's Report**

- a. Chief Gow reporting:
  - i. Newcastle
    1. The full LAFCO MSR may be available in March.
    2. Budgets are being worked on to submit to LAFCO.
    3. Local 3800 has spent considerable time interviewing all Board of Supervisor candidates.
  - ii. Penryn
    1. AP Triton has sent Chief Gow the draft of Penryn's Municipal Services Review (MSR) report.
  - iii. Placer Hills
    1. Nothing to report.
- b. Fire Marshal D'Ambrogi Reporting:
  - i. 1 Single Family Dwelling (SFD) plan reviewed.
  - ii. 1 SFD hydro rough inspection.
  - i. 1 SFD hydro final inspection.
  - ii. 1 LPG inspection.
  - iii. Ralston Ln. 4-lot subdivision is recording now at the county.
  - iv. Indian Hill Arco project is moving forward.
- c. Chief Gow Reporting for BC Nelson:
  - i. Jan. Calls: 50
  - ii. Multi-Company drills are scheduled for March and April.
  - iii. Pre-Position authorization has been given for all three districts prior to the incoming storm.

**8. Newcastle Professional Firefighter's Association**

- i. None.

**9. Board Committee Reports**

- a. Building Committee report on the new fire station.

1. Director Bettencourt reporting:
  - PG&E was supposed to do transformer work on 2/4 but cancelled on 2/2 because of the incoming storm. The work still has not been completed. Director Bettencourt will call and ask about the status.
  - Director Bettencourt will call Placer County regarding the return of the landscape erosion deposit.
  - The generator ran at Station 41 for a couple of days. It did a great job with the exception of the water heater. Director Bettencourt will contact the electrician to fix.
  - The fencing is being held up because PG&E has to remove poles first.
- b. Inter-district Cooperation Ad-hoc Committee.

1. No report.

## 10. Informational/Non-Action Items

- a. None

## 11. Action Items

- a. Consider submitting nominations for upcoming vacancies on Placer LAFCO Commission.
  - i. Chairman Kahrl reported that he is seeking the nomination for a “regular voting member” of the LAFCO Commission.
  - ii. Director Bettencourt made a motion to nominate Chairman Kahrl for the position of “regular voting member” and Teresa Ryland of South Placer Fire District as an “alternate voting member” of the LAFCO Commission. Secretary Heisterkamp seconds the motion. Motion carries unanimously via roll call vote (5/0).
- b. Board to discuss Newcastle Fire Protection Districts parcel ownership at ball fields. Board to consider creating an Ad-hoc Committee.
  - i. Secretary Heisterkamp reported the following:
    1. There are 3 parcels at the Chantry Hill ballpark.
    2. Two small parcels and a third parcel that encompasses the actual playing field.
    3. The two small parcels are owned by the Newcastle Fire Protection District.
    4. The larger third parcel’s ownership is not as clear.
    5. After much discussion, Secretary Heisterkamp recommended that the board authorize the expenditure of funds to obtain a title report on the ball field.
  - ii. VC Elder made a motion to approve the expenditure of not more than \$500 for a title report on the Chantry Hill Ballpark. Director Bettencourt seconds the motion. Motion carries unanimously (5/0).
- c. Consider and approve the surplus of current self-contained breathing apparatus (SCBA) by Fire Chief Gow.
  - i. Chief Gow reported that delivery of the new SCBA’s may be up to one year out. Staff would like to sell them now. Placer Hills has more than enough spare units to lend to Newcastle until the new ones arrive.
  - ii. VC Elder made a motion to approve the Fire Chief to surplus the existing SCBA’s immediately with the understanding that Placer Hills Fire will lend their spare units to Newcastle until the new units arrive and are put into service. Secretary Heisterkamp seconds the motion. Motion carries unanimously via roll call vote (5/0).
- d. Board to consider adding Retired District Manager, Gillian Lofrano, to plaque at Station 41.
  - i. Chief Gow reported that all staff recommends approval of this request.
  - ii. VC Elder made a motion to approve the addition of Retired District Manager Lofrano’s name to the plaque outside at Station 41. Secretary Heisterkamp seconds the motion. Motion carries unanimously via roll call vote (5/0).
- e. Board to consider and approve the purchase of furnishings requested by staff.

- i. Director Bettencourt made a motion to approve \$9600 for the purchase of (2) recliners, (6) chairs, (3) lockers, fencing, (1) rowing machine and (1) laptop computer for Station 41. VC Elder seconds the motion. Motion carries unanimously via roll call vote (5/0).

**12. Director's Reports**

- a. Director Burns recapped the Greater Auburn Area Fire Safe Council meeting he attended.

**13.** Chairman Kahrl adjourned the meeting at 7:29 p.m.

Respectfully Submitted:

  
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Patrice Metz, Recording Secretary

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Approved