

Newcastle Fire Protection District  
Minutes of Special Board of Directors Meeting  
March 28, 2024  
Held 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 6:30 p.m.
- b. Director Heisterkamp led the flag salute.
- c. All directors were present except Director Burns
- d. District Manager Armstrong was present.

**2. Approval of Agenda**

- a. VC Elder made a motion to approve the agenda as presented. Director Heisterkamp seconds the motion. Motion carries unanimously via roll call vote (4/0).

**3. Public Comment: N/A**

**4. Action Items**

- a. Consider and accept a proposal for the renewal of the District's General Liability Insurance for April 1, 2024
  - i. Chairman Kahrl reported that the station is insured for \$12 million and has a \$5000 deductible.
  - ii. Secretary Heisterkamp reported that the cost has gone up 22% and questioned if the deductibles could be lowered to reduce the overall cost.
  - iii. Director Bettencourt made a motion to approve the insurance with a follow up on reducing the deductibles. Secretary Heisterkamp seconds the motion. Motion carries unanimously via roll call vote (4/0).
- b. Consider and approve the Audit for Fiscal Year 2022/2023 prepared by Smith & Newell CPAs
  - i. Secretary Heisterkamp reported that the report is thorough and they made adjustments and recommendations. Reviewed the action plans for the deficiencies with District Manager Armstrong and agree with the responses.
  - ii. Secretary Heisterkamp made a motion to approve the 2022/2023 audit in all of its forms. VC Elder seconds the motion. Motion carries unanimously via roll call vote (4/0).


**5. Chairman Kahrl adjourned the meeting at 6:57 p.m.**

Respectfully Submitted:



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Michelle Armstrong, Recording Secretary



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Approved