

Newcastle Fire Protection District  
Minutes of Regular Board of Directors Meeting  
July 17, 2024  
Long Valley Community Hall  
2005 Rattlesnake Rd., Newcastle, CA 95658

**1. Call Meeting to Order**

- a. Director Bettencourt (acting chairperson) called the meeting to order at 6:00 p.m.
- b. Newcastle Resident, Leonard Orsolini led the flag salute.
- c. All directors were present except Chairman Kahrl and VC Elder.
- d. Chief Gow, Fire Marshal D'Ambrogi and BC Slusher were present.

**2. Approval of Agenda**

- a. Director Bettencourt requested that item 10. (A) be moved to after item 6. Chief Gow requested that item 11. (C) be scratched and item 11. (D) be changed to Informational and Discussion Item 10. (B). Director Burns made a motion to approve the agenda with all requested amendments. Secretary Heisterkamp seconds the motion. Motion carries unanimously via roll call vote (3/0).

**3. Approval of Minutes**

- a. Secretary Heisterkamp made a motion to approve the minutes with the following amendment; 10. (a.) "~~Secretary Heisterkamp~~ Director Bettencourt asked the board...". Director Burns seconds the motion. Motion carries unanimously via roll call vote (3/0).

**4. Approval of Financial Report**

- a. Secretary Heisterkamp made a motion to approve the financial report as presented by Chief Gow. Director Burns seconds the motion. Motion carries unanimously via roll call vote (3/0).

**5. Correspondence**

- a. Chief Gow reported that a letter was received by Penryn and Placer Hills from the Placer County Grand Jury. Newcastle has not received the letter as of this meeting. The Grand Jury investigated Special Districts' Compliance with Form 700 and Ethics Training. Newcastle was found to have two board members not in compliance with Ethics training requirements. Staff will see that this issue is corrected.

**6. Public Comment**

- a. Tim Monroe and Kathy Baxter from the Greater Auburn Area Fire Safe Council were in attendance. Mr. Monroe spoke briefly about FSC activities.
- b. Jon Anacker – Reported that an oak tree fell across his driveway. The tree has been mitigated.

**7. Chief's Report**

- a. Chief Gow reporting:
  - i. Chief Nelson is trying to sell the old Newcastle SCBA's.
  - ii. Penryn is purchasing new SCBA's.
  - iii. The LAFCO Municipal Services Review is expected to be presented at the August LAFCO meeting.
  - iv. County Chief's are expected to recommend to Placer County that a contract renewal with AMR be limited to 1-2 years instead of the customary 10-year duration.
  - v. Penryn asked for some significant changes to the administrative contract. Placer Hills' attorney completed the changes. It is an action item to be considered later in this meeting.
  - vi. The attorney has not completed changes to the JOA agreement.
- b. Fire Marshal D'Ambrogi Reporting:
  - i. 1 Single Family Dwelling (SFD) plans reviewed.
  - i. 1 SFD final inspection.
  - ii. 2 LPG inspections.
  - iii. 11 rough hydro inspections.
  - iv. 1 variance for pool installation.
- c. BC Slusher Reporting:
  - i. 68 calls for June.

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

- i. Captain Shaw reporting.
  1. The Firefighter's Association will be selling soda at the Nevada County Fair.

**9. Board Committee Reports**

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

1. Director Bettencourt reported that PG&E work has been scheduled for 7/24 and 7/25. Power may be out at the station and Monroe Transmission.
- b. Inter-district Cooperation Ad-hoc Committee.
  1. No report

#### 10. Informational/Non-Action Items

- a. Board to discuss NFPD's parcel ownership at the Chantry Hill Ballpark.
  - i. Director Bettencourt reported that the Auburn Recreation District (ARD) is not interested in taking over the Chantry Hill Ballpark. Neither is Placer County Parks & Open Space. Director Bettencourt will reach out to Sean Healy, Newcastle School Superintendent.
  - ii. The Board of Directors from Mid-Placer Little League (MPLL) were present. President Jeff Maro addressed the Fire Board regarding how MPLL uses and takes care of the field. The MPLL will participate in helping to work out a solution with the fire district. Director Bettencourt asked Mr. Maro to provide his contact information to the recording secretary so that District Manager Armstrong can contact him to arrange to have current MPLL insurance information provided to the fire district. Noth parties agreed to be in contact with one another to work towards a resolution that will keep the ballpark an entity to be utilized by the residents of Newcastle.
- b. Board to discuss Engine Loan Agreement with Placer Hills Fire.
  - i. Chief Gow reported that parts for the current Engine 41 are nearly impossible to procure, therefore, Chief will propose an Engine Loan Agreement to the Placer Hills Board for their consideration at their next meeting. The proposed agreement will involve a nominal fee to be paid by Newcastle to Placer Hills for the use of a type 1 engine.
  - ii. Director Bettencourt requested that the following modification be made to the proposed engine loan agreement; C. (2) (2.5) *"...problems caused by **gross** negligence will be..."*.

#### 11. Action Items

- a. Consider and approve amendments to Incident Deployment Rules of Engagement Policy, #2-025.
  - i. Secretary Heisterkamp reported that the amendments included GENERAL (1.) addition of, *When possible, the Duty Chief will attempt to rotate personnel after 7 days at the request of the personnel deployed."*
  - ii. Secretary Heisterkamp made a motion to approve amended policy 2-025 as presented. Director Burns seconds the motion. Motion carries unanimously via roll call vote (3/0).
- b. Consider and approve an updated Administrative Contract with Placer Hills Fire Protection District.
  - i. Chief Gow reported that the Newcastle board approved the contract at the July meeting, however Penryn asked for additional changes. Previously, Exhibit A (Scope of Services) had been removed from the agreement. At Penryn's request it has been updated and included in the agreement under consideration here.
  - ii. Secretary Heisterkamp made a motion to approve the updated contract as presented. Director Burns seconds the motion. Motion carries unanimously via roll call vote (3/0).
- c. Item scratched during agenda approval.
- d. Item moved to 10. (b.).
- e. Review the Conflict-of-Interest code as requested by Placer County Counsel.
  - i. Director Burns made a motion to authorize administrative staff to complete the necessary paperwork to submit the Conflict-of-Interest Policy to County Counsel. Secretary Heisterkamp seconds the motion. Motion carries unanimously via roll call vote (3/0).

#### 12. Director's Reports

- a. None

#### 13. Director Bettencourt adjourned the meeting at 7:05 p.m.

Respectfully Submitted:

  
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Patrice Metz, Recording Secretary

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Approved