

Newcastle Fire Protection District  
Minutes of Regular Board of Directors Meeting  
August 21, 2024  
Long Valley Community Hall  
2005 Rattlesnake Rd., Newcastle, CA 95658

**1. Call Meeting to Order**

- a. VC Elder assumed the position of Chairman due to the passing of Chairman Kahrl. Chairman Elder called the meeting to order at 6:00 p.m.
- b. Director Burns led the flag salute.
- c. Chairman Elder addressed the meeting announcing the passing of Chairman Kahrl on July 26<sup>th</sup>. "Newcastle Fire was fortunate to have Bill on the board for 8 years."
- d. All directors were present.
- e. Chief Gow, BC Slusher, BC Williamson and DM Armstrong were present.

**2. Approval of Agenda**

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

**3. Approval of Minutes**

- a. Director Burns made a motion to approve the minutes as presented. Secretary Heisterkamp seconds the motion. Motion carries via roll call vote (3/0). Chairman Elder abstained.

**4. Approval of Financial Report**

- a. Director Bettencourt made a motion to approve the financial report as presented by Chief Gow. Secretary Heisterkamp seconds the motion. Motion carries unanimously via roll call vote (4/0).

**5. Correspondence**

- a. Chief Gow received email from Mrs. Kahrl regarding the tax-deductible status of donations made to the fire district. The Kahrl family has requested that donations be made to NFPD in lieu of flowers. Mrs. Kahrl is under the impression that donations are only tax deductible if made to a 501(c3) organization. Secretary Heisterkamp will ask the district's counsel for details and will contact Mrs. Kahrl.

**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 another oak tree fell, this time on a neighbor's fence. The tree has been mitigated and is awaiting the chipper. Mr. Anacker is very sorry to hear of the passing of Chairman Kahrl.

**7. Chief's Report**

- a. Chief Gow reporting:
  - i. LAFCO- PHF counsel re-wrote the administrative contract and submitted it to LAFCO.
  - ii. PHF counsel is almost finished rewriting the JOA document.
  - iii. Meeks Bay and North Tahoe Fire's consolidation has been approved by LAFCO.
  - iv. The MSR is not finished yet. The delay is the review of dispatch services in Placer County.
  - v. The exhaust system at station 41 is still out of service. Fortunately, it is still under warranty. The problem is believed to be electrical.
- b. BC Williamson reporting for Fire Marshal D'Ambrogio:
  - i. 1 Single Family Dwelling (SFD) plans reviewed.
  - i. 2 SFD final inspections.
  - ii. 2 LPG inspections.
  - iii. 2 SFD sprinkler hydro inspections.
  - iv. Will be attending pre-development meeting on 9/10 for 19 lot sub-division at Newcastle Road and Barbula Hill Road.
- c. BC Slusher Reporting:
  - i. 71 calls for July.
  - ii. Mutual Aid provided 16 times.
  - iii. Mutual Aid received 0 times.
- d. BC Williamson reported that mandatory inspections have started.

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

- i. None

## 9. Board Committee Reports

- a. Building Committee report on the new fire station.
  1. Director Bettencourt reported that the phone pole and transformer have been removed. The old concrete may contain asbestos and will be removed at a later date.
- b. Inter-district Cooperation Ad-hoc Committee.
  1. No report

## 10. Informational/Non-Action Items

- a. None

## 11. Action Items

- a. Consider and approve potential expenses associated with an ownership change of the Chantry Hill Ballfields.
  - i. Director Bettencourt and Secretary Heisterkamp met with the Newcastle school district and the Mid-Placer Little League Board. The presumption is to move the existing trust over to the Newcastle school district. The parcels that are not a part of the trust will be handled as a surplus sale by the fire district.
  - ii. Place an action item on the September agenda to formalize the agreement with the school district.
  - iii. No action was taken.
- b. Consider and approve the first reading of the amended Incident Deployment Rules of Engagement Policy.
  - i. Chief Gow reported that he provided the wrong version to the board last month, so this is the first reading of the correct version.
  - ii. Director Bettencourt made a motion to approve the first reading of the amended Incident Deployment Rules of Engagement Policy. Secretary Heisterkamp seconds the motion. Motion carries unanimously via roll call vote (4/0).
- c. Consider and adopt Resolution No. 2024-08 amending the budget for fiscal year 2023-2024.
  - i. Secretary Heisterkamp stated that an alternative to adopting the resolution is to provide a fiscal month 12 and fiscal month 13 report listing the final actual numbers as part of the monthly financial report for the board to approve in September.
  - ii. DM Armstrong will provide the requested information at the September meeting.
  - iii. No action was taken.
- d. Consider and approve Engine Loan Agreement with Placer Hills Fire District.
  - i. Chief Gow reported that the Placer Hills board agreed to the terms and conditions as presented. The cost to Newcastle Fire will be \$250 per month. The old engine is a 2004. The engine being loaned is a 2007.
  - ii. Secretary Heisterkamp made a motion to approve the Engine Loan Agreement with Placer Hills Fire at a cost of \$250 per month. Director Burns seconds the motion. Motion carries unanimously via roll call vote (4/0).
- e. Consider and approve the first reading of the amended Drug and Alcohol-Free Workplace Policy.
  - i. Chief Gow reported that California no longer allows for marijuana in the workplace. The amended policy reflects this change. This policy change will not be applicable to any employee that holds a commercial driver's license and is subject to Department of Transportation rules as these are governed by the federal government.
  - ii. Secretary Heisterkamp made a motion to approve first reading of the amended Drug and Alcohol-Free Workplace Policy. Director Bettencourt seconds the motion. Motion carries unanimously via roll call vote (4/0).
- f. Consider and approve an application to borrow County funds to cover any budget shortfalls until property tax revenues are received.
  - i. DM Armstrong explained how dry period financing works with Placer County.
  - ii. Director Bettencourt made a motion to approve the application to borrow County funds as presented. Director Burns seconds the motion. Motion carries unanimously via roll call vote (4/0).

- g. Consider and approve the board vacancy notice for Chairman William Kahrl's position.
  - i. According to Placer County Elections, since the application period for the November election closed on August 14<sup>th</sup> (Newcastle has 4 seats up for election, Mr. Kahrl's seat is one of them) and 3 incumbent candidates applied, the Newcastle board will need to appoint someone to the position held by Mr. Kahrl within 60 days of vacancy.
  - ii. Director Burns made a motion to approve the board vacancy notice as presented. Secretary Heisterkamp seconds the motion. Motion carries unanimously via roll call vote (4/0).

**12. Director's Reports**

- a. Chief Gow recognized Captain Hickok for his 40 years of service to Newcastle Fire. His anniversary was August 15<sup>th</sup>. Thank you for your service!

**13.** Chairman Elder adjourned the meeting at 7:21 p.m.

Respectfully Submitted:

  
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Patrice Metz, Recording Secretary

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Approved