

Newcastle Fire Protection District
Minutes of Regular Board of Directors Meeting
September 18, 2024
Long Valley Community Hall
2005 Rattlesnake Rd., Newcastle, CA 95658

1. Call Meeting to Order

- a. Chairman Elder called the meeting to order at 6:01 p.m.
- b. Director Bettencourt led the flag salute.
- c. Directors Elder, Heisterkamp and Bettencourt were present. Director Burns was absent.
- d. Chief Gow, BC Nelson, Fire Marshal D'Ambrogi and DM Armstrong were present.

2. Approval of Agenda

- a. Secretary Heisterkamp made a motion to approve the agenda as presented. Director Bettencourt seconds the motion. Motion carries unanimously via roll call vote (3/0).

3. Approval of Minutes

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

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 (3/0).

5. Correspondence

- a. None

6. Public Comment

- a. Tim Monroe and Kathy Baxter from the Greater Auburn Area Fire Safe Council were in attendance. Mr. Monroe reported that there are now 6 Fire Wise Communities.
- b. Jon Anacker – He is very appreciative of the duty crew on Saturday (Shaw/Knuckles). They attended the Newcastle Community Association meeting at the Long Valley Hall.

7. Chief's Report

- a. Chief Gow reporting:
 - i. The MSR is not finished yet. The delay is the review of dispatch services in Placer County.
 - ii. Local 3800 will be meeting with the Board of Supervisors and the LAFCO Commissioners soon.
 - iii. Penryn authorized \$95k for the purchase of new SCBA's.
 - iv. Placer Hills will be presenting a balanced budget to their board for approval next week.
 - v. Homeland Security grant period is now. The 2 big projects that the district has are the fuel vault and the refurbishment of the compressor used to fill SCBA bottles. (Or purchase of a new unit). Neither project is likely to be funded. Since the air unit is used by Penryn, Auburn City, and Placer Hills, maybe Newcastle can get some cooperation from the other agencies to help fund the approximately \$20k refurbishment cost.
- b. Fire Marshal D'Ambrogi reporting:
 - i. 1 Single Family Dwelling (SFD) plans reviewed.
 - i. 1 SFD final inspection.
 - ii. 1 SFD sprinkler hydro (rough) inspection.
 - iii. Submitted conditions for Valero Gas Station and Store (Chantry Hill).
 - iv. Attended pre-development meeting for 19 lot subdivision – Newcastle Rd. and Barbula Hill Rd.
 - v. Indian Hill Rd. project submitted for extension (SFD Subdivision and winery).
- c. BC Nelson Reporting:
 - i. 68 calls for August.
 - ii. 9 were fires.

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 area south of station 41 is over-grown. Director Bettencourt contacted Cal Trans; they are working on getting a crew out to take care of it.
- b. Inter-district Cooperation Ad-hoc Committee.

1. No report

10. Informational/Non-Action Items

- a. Board to discuss Newcastle Fire's parcel ownership at the Chantry Hill ballfield.
 - i. Director Bettencourt reporting:
 1. The Newcastle Fire board wanted to determine whether the school district was interested in ownership of the ball field before any more effort was put into the project.
 2. A meeting was held with Superintendent Sean Healy, Board President Aron Ballou, Placer County Supervisor Jim Holmes and Director Bettencourt.
 3. Director Bettencourt shared an email from Mr. Healy indicating that the school district is working with their counsel to develop a plan to assume ownership of the parcels that the ballfields sit on. The school district board is assuming the cost of legal services needed to bring an action item to their board for approval. If the action item is approved, the school district would like the fire board to consider sharing the cost of subsequent work to be done to finalize the ownership change.
 4. Once an estimate is provided by the school district of estimated costs, the fire board will need to decide how they want to handle things.
 - ii. Secretary Heisterkamp reporting:
 1. Yes, there will be court costs associated with the transfer, however, the fire district will be "giving" the parcels they own to the school district so cost sharing is not something he is looking forward to doing.
 - iii. The fire board will put this item on the agenda once the information from the school board is received.

11. Action Items

- a. Fire Board vacancy: Interview applicant, appoint and seat new Director.
 - i. One applicant applied for the seat vacated by the passing of Director Kahrl. Roger Lee addressed the board about his background in the community and his desire to serve on the board.
 - ii. Board members each spoke about how much time commitment could be expected.
 - iii. Secretary Heisterkamp made a motion to appoint Roger Lee to the Newcastle Fire Protection District Board of Directors. Director Bettencourt seconds the motion. Motion carries unanimously via roll call vote (3/0).
 - iv. Chairman Elder administered the oath of office to Director Lee.
 - v. Director Lee was seated as a board member at 6:40 p.m.
 - vi. Board committee assignments were discussed. The assignments are:
 1. Building: Bettencourt/Lee
 2. Inter-District Cooperation (ad-hoc): Elder/Heisterkamp
 3. Contract: Bettencourt/Lee
 4. Personnel: Heisterkamp/Burns
- b. Consider and adopt Resolution No. 2024-08 approving the Final Budget for FY 2024-2025.
 - i. DM Armstrong reported that the board may want to consider making one amendment to the budget during approval. Interest income is budgeted to be \$2500 for FY 24/25. The actual income for FY 23/24 was \$17,439 and \$2,569 has already been earned this FY.
 - ii. Secretary Heisterkamp said he felt comfortable increasing the budget amount to \$10k.
 - iii. Secretary Heisterkamp made a motion to adopt Resolution No. 2024-08 approving the final 2024/2025 budget. Investment Income (acct. # 42010) to be increased to \$10k. Director Bettencourt seconds the motion. Motion carries unanimously via roll call vote (4/0).
- c. Consider and approve the second reading of the amended Incident Deployment Rules of Engagement Policy.
 - i. Chief Gow reported no changes had been made since the first reading in August.
 - ii. Director Bettencourt made a motion to approve the second reading of the Incident Deployment Rules of Engagement Policy as presented. Secretary Heisterkamp seconds the motion. Motion carries unanimously via roll call vote (4/0).
- d. Consider and approve the second reading of the amended Drug and Alcohol-Free Workplace Policy.

- i. Chief Gow reported no changes had been made since the first reading in August.
- ii. Director Bettencourt made a motion to approve the second reading of the Drug and Alcohol-Free Workplace Policy as presented. Secretary Heisterkamp seconds the motion. Motion carries unanimously via roll call vote (4/0).

12. Director's Reports


- a. Director Bettencourt will be absent from the December meeting.
- b. Secretary Heisterkamp will be absent from the October meeting.
- c. Discussion item for October meeting: Anniversary recognition/plaque or resolution for Captain Hickok.

13. Chairman Elder adjourned the meeting at 6:56 p.m.

Respectfully Submitted:



Patrice Metz, Recording Secretary



Chairman,
Newcastle

Approved