

Newcastle Fire Protection District  
Minutes of Regular Board of Directors Meeting  
October 16, 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 6:00 p.m.
- b. Chief Gow led the flag salute.
- c. Directors Elder, Heisterkamp, Lee, Burns and Bettencourt were present.
- d. Chief Gow, BC Williamson, Fire Marshal D'Ambrogi and DM Armstrong were present.

**2. Approval of Agenda**

- a. Chief Gow reported that item 11C. Consider and approve the Appropriations (GANN) limit for Fiscal Year 2024-2025 prepared by the Placer County Auditor Controller needs to be moved to next month
- b. Secretary Bettencourt made a motion to approve the amended agenda. Secretary Heisterkamp seconds the motion. Motion carries unanimously via roll call vote (5/0).

**3. Approval of Minutes**

- a. Secretary Heisterkamp made a motion to approve the minutes as presented. Director Bettencourt seconds the motion. Motion carries via roll call vote (5/0).

**4. Approval of Financial Report**

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

**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 2 Newcastle communities in the FIREWISE application process.

**7. Chief's Report**

- a. Chief Gow reporting:
  - i. New SCBA's have been put into service and Battalion Chief Nelson is working to sell the old equipment
  - ii. New ID cards, with new pictures, are being issued for personnel
  - iii. Working to restructure physical exams, investigating a new vendor that offers a mobile option.
  - iv. Board had previously asked about service awards. Planning an awards ceremony luncheon on November 22 for all three fire districts (Newcastle, Penryn and Placer Hills). Anticipate the total cost will be around \$2,500, will be asking for Newcastle to contribute \$500.
  - v. Annual Christmas party is being put on by the Placer Hills Association on December 13<sup>th</sup> at the Administrative building.
- b. Fire Marshal D'Ambrogi reporting:
  - i. 1 Single Family Dwelling (SFD) plan reviewed.
  - i. 1 SFD final inspection.
  - ii. 3 propane inspections.
  - iii. Minor land division on Kellogg St.
  - iv. Design review of canine kennel project on Kellogg St.
  - v. Variance for storage shed on Newcastle Rd
- c. BC Williamson Reporting:
  - i. Red flag warning for the next few days
  - ii. Station exhaust system has been repaired
  - iii. 56 calls in September; 9 fires
  - iv. 585 calls year to date

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

- i. Matt McCoy reported that they are participating in a car show on Sunday, they will be making pancakes.

**9. Board Committee Reports**

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

1. Director Bettencourt reported that he is working on getting the property adjacent to the station weed-eated.
- b. Inter-district Cooperation Ad-hoc Committee.
  1. Director Elder reported that the draft MSR has been distributed.

#### **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 main field is in a trust, the school board determined that a member of the trust is still living.
    2. School board approved Director Heisterkamp to contact their attorney to discuss a plan of action on the living trust member.
  - ii. Secretary Heisterkamp reporting:
    1. Trust language may allow for a new trustee
    2. Another option might be that Placer County could do a quitclaim deed
    3. Most options are going to be expensive due to legal fees, in the early process of determining the best decision
    4. The Newcastle Fire District parcels will remain in our ownership until the details on the other parcel is finalized.
- b. Board to discuss potential awards luncheon and Christmas party for personnel
  - i. Chair Elder reported that this item was already addressed during the Chief Gow's report.
- c. Board to review and discuss the Placer County Municipal Service Review (MSR)
  - i. Chief Gow reported on the history of Newcastle and Placer Hills Fire Protection Districts; worked together under an Administrative Contract for over 8 years and 2 years ago submitted an application to LAFCO to become one agency. The application submission triggered LAFCO to request a Municipal Service Review to be completed, which is a needed component of the application.
  - ii. The MSR draft took 2 years to complete and is scheduled to be presented at the LAFCO meeting on Nov. 6<sup>th</sup>.
  - iii. The report summary indicates that reorganization is encouraged
  - iv. Suggest scheduling a meeting with the LAFCO Executive Director to discuss next steps for the Newcastle and Placer Hills application

#### **11. Action Items**

- a. Public hearing to review and approve Resolution No. 2024-09 Adopting an Annual Fee Report and Capital Improvement Plan to Update the Fire Facilities Impact and Mitigation Fee Schedule
  - i. Fire Marshal D'Ambrogi presented the report
    1. Report includes capital expense purchases and information on how mitigation fees are used, as required by government code
    2. Annually allowed to increase fees based off the construction cost index, an increase to \$1.44/sq ft is recommended
  - ii. The public hearing was opened at 7:03pm
    1. Mr. Anacker shared his appreciation for the board and fire personnel
    2. No further public comment was received
    3. The public hearing was closed at 7:06pm
  - iii. Secretary Heisterkamp made a motion to approve Resolution No. 2024-09 as presented. Director Bettencourt seconds the motion. Motion carries unanimously via roll call (5/0).
- b. Consider and approve changing law firms
  - i. Secretary Heisterkamp reported that our lawyer, Kevin Flautt, left our current law firm and has moved to Best, Best & Kreiger. He has been given permission for us to follow him to his new law firm. If we make the choice to follow him the rates will be similar to our current rates.
  - ii. Secretary Heisterkamp made a motion to approve changing our law firm. Director Bettencourt seconds the motion. Motion carries unanimously via roll call (5/0).

#### **12. Director's Reports**

- a. Director Bettencourt reported that local resident homeowners insurance are being moved to the California FAIR Plan, with large increases.

13. Chairman Elder adjourned the meeting at 7:15 p.m.

Respectfully Submitted:



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Michelle Armstrong, District Manager



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Chairman,  
Newcastle

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Approved