Newcastle Fire Protection District
Minutes of Regular Board of Directors Meeting
March 19, 2025
Long Valley Community Hall
2005 Rattlesnake Rd., Newcastle, CA 95658

1. **Call Meeting to Order**
    a. Chairman Heisterkamp called the meeting to order at 6:00 p.m.
    b. Director Elder led the flag salute.
    c. All directors were present except Secretary Burns.
    d. Chief Gow, BC Williamson and DM Armstrong were present.
2. **Approval of Agenda**
    a. VC Bettencourt made a motion to approve the agenda as presented. Director Elder seconds the motion. Motion carries unanimously via roll call vote (4/0).
3. **Approval of Minutes**
    a. Director Elder made a motion to approve the minutes as presented. VC Bettencourt seconds the motion. Motion carries 3-0 via roll call vote with Chairman Heisterkamp abstaining.
4. **Approval of Financial Report**
    a. VC Bettencourt made a motion to approve the financial report as presented by Chief Gow. Director Elder seconds the motion. Motion carries unanimously via roll call vote (4/0).
5. **Correspondence**
    a. None
6. **Public Comment**
    a. None
7. **Chief's Report**
    a. Chief Gow reporting:
        i. Still working on selling the old SCBA's.
        ii. Work is continuing on the physical exam policy which will include a change of vendor.
        iii. Almost done with integrating the non-Lexipol policies being utilized into the Lexipol manual. The packet may be ready for next month.
        iv. An incident occurred at station 41 where someone from the public went to the station seeking medical aid. The crew was not in quarters. The person tried to use the emergency phone outside of the door, but it wasn't working. Luckily, the person had their cell phone and was able to get help that way. The most likely cause of the emergency phone not working was the conversion to *voice over ip* (VOIP). The problem has been fixed.
        v. Chief Rogers from Auburn City Fire approached Chief Gow to ask if he's be interested in possibly sharing command staff. Right now, this is just a concept.
    b. BC Williamson reported that the Fire Marshal's report will take place in the action items tonight.
    c. BC Williamson Reporting:
        i. 98 calls for service in February.
        ii. 16 instances of mutual aid given.
        iii. 5 instances of mutual aid received.
8. **Newcastle Professional Firefighter's Association**
        i. Captain Shaw reported that L3800 is in the process of performing major renovations to their union hall in Nevada City.
9. **Board Committee Reports**
    a. Building Committee report on the new fire station.
        1. VC Bettencourt received updated pricing from Hunt and Sons for the fuel vault. It's $8k higher than the original quote. Directors Bettencourt and Lee will talk with Hunt to clarify the price increase. If the vault purchase and installation will exceed the $37k previously approved, the committee will come back to the board with updated information and a request for additional funding.
    b. Inter-district Cooperation Ad-hoc Committee.
        1. Director Elder reporting:
            - The meeting was informative and well moderated. The next meeting will be Monday, March 24th.

10. Informational/Non-Action Items

a. Board to discuss Newcastle Fire's parcel ownership at the Chantry Hill ballfield.
    1. No report.

b. Board to review and discuss the Placer County Municipal Services Review.
    i. Chief Gow reporting:
        1. The MSR will be heard at the April 9th LAFCO meeting.
        2. The *Sphere of Influence* (SOI) report expected to be heard at the May meeting.
        3. Must have both pieces completed for the re-organization.
        4. Currently in negotiations with Placer County to raise Newcastle's ad valorem tax rate to equal Placer Hills'.
    ii. Chairman Heisterkamp reminded everyone that Chief Gow is the official spokesperson regarding the re-organization plan.

c. Board to discuss the selection process of board members for the re-organized Placer Hills and Newcastle Fire Protection District.
    i. Chairman Heisterkamp reporting:
        1. It's time to start talking about developing a methodology and process for determining the make up of the board for the re-organized district.
        2. Staff is directed to place an action item on the April agenda to take a "plan" to the district's counsel for review and input.

11. Action Items

a. Consider and adopt Resolution No. 2025-03 Review and Accept the State Fire Mandated Annual Fire Inspection Report for 2024.
    i. BC Williamson reporting:
        1. The purpose of annual fire inspections is to mitigate known hazards, reduce risk to the community and ensure reasonable compliance with applicable codes and regulations. During the period of January, 2024 through December, 2024 the required facilities were inspected per SB 1205.
    ii. Director Elder made a motion to adopt Resolution No. 2025-03 as presented. Chairman Heisterkamp seconds the motion. Motion carries unanimously via roll call vote (4/0).

b. Consider and accept a proposal for the renewal of the district's general liability insurance for April 1, 2025.
    i. DM Armstrong reports that the proposal represents an 11.7% increase.
    ii. Chairman Heisterkamp requested that DM Armstrong try and get the cost reduced by raising the deductibles to $10k.
        1. DM Armstrong reports that due to timing issues with the renewal, the board will need to approve the renewal cost tonight, but she will see about raising the deductibles and lowering the overall cost.
    iii. VC Bettencourt requested that the "contents value" be raised to $250k as the current $97.3k doesn't seem sufficient.
    iv. The district will once again decline optional cyber coverage.
    v. VC Bettencourt made a motion to approve the renewal of the district's general liability insurance effective April 1, 2025 at a cost of $44,177 and up to an additional $2k allocation to increase the "contents value" of station 41 to $250k. Chairman Heisterkamp seconds the motion. Motion carries unanimously via roll call vote (4/0).

c. Consider and adopt Resolution No. 2025-04 amending the budget for FY 2024-2025.
    i. Chairman Heisterkamp reported that the Finance Committee met and recommends that the board approve the budget amendments as outlined in Resolution No. 2025-03.
    ii. Director Lee made a motion to adopt Resolution No. 2025-03 as presented. VC Bettencourt seconds the motion. Motion carries unanimously via roll call vote (4/0).

d. Consider and vote for the Special District Representatives for Placer County Local Formation Commission.
    i. The board reviewed the names of each candidate from the LAFCO ballot.
    ii. Director Elder made a motion to cast the NFPD vote for Judy Friedman as the LAFCO Special

District Representative. Director Lee seconds the motion. Motion carries unanimously via roll call vote (4/0).

12. Director's Reports

a. None

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

Respectfully Submitted:

Patrice Metz, Recording Secretary

Approved