Newcastle Fire Protection District
Minutes of Regular Board of Directors Meeting
May 21, 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. VC Bettencourt led the flag salute.
   c. All directors were present except Secretary Burns and Director Lee.
   d. Chief Gow and BC Williamson were present.
2. **Approval of Agenda**
   a. Director Elder made a motion to approve the agenda with one amendment. Item 9 (B) …~~*(Chair Elder and Director Heisterkamp)…*~~ (Chair Heisterkamp and Director Elder)… VC Bettencourt seconds the motion. Motion carries unanimously via roll call vote (3/0).
3. **Approval of Minutes**
   a. VC Bettencourt made a motion to approve the minutes of the April 16th regular meeting as presented. Director Elder seconds the motion. Motion carries unanimously via roll call vote (3/0).
4. **Approval of Financial Report**
   a. Director Elder made a motion to approve the financial report as presented by Chief Gow. VC Bettencourt seconds the motion. Motion carries unanimously via roll call vote (3/0).
5. **Correspondence**
   a. None
6. **Public Comment**
   a. Tim Monroe – Greater Auburn Area Fire Safe Council
      i. Wildfire Expo will be held on 6/21/2025 at Station 10 (Bowman Rd.), 0800-1200.
   b. Jon Anacker
      i. Celebrate Newcastle event went well.
      ii. Chairman Heisterkamp expressed the Board's appreciation to the crews that participated in Celebrate Newcastle.
7. **Chief's Report**
   a. Chief Gow reporting:
      i. Engine 41 (reserve engine) is out of service for a steering box. It will be held for repair until the new fiscal year (7/1/2025).
      ii. The old SCBA's have been put on the market for sale.
      iii. The administrative fee paid for strike team deployment has increased from 10% to 15%.
      iv. Lexipol addendums need to be added to the online manual (these are prior paper policies). They should be ready for review in June.
      v. Work is continuing on the physical exam policy which will include a change of vendor. Should be presented in June.
   b. BC Williamson reporting for Fire Marshal D'Ambrogi:
      i. Single Family Dwelling (SFD) Plan Review 3
      ii. Hydro/Rough Inspection (SFD) 1
      iii. Defensible Space Inspection 1
      iv. Local Hazardous Mitigation Plan (LHMP), County to begin 5-year update.
      v. Updated mitigation fees approved by BOS. Effective 712/2025, from $1.32 to $1.44 per square foot.
   c. BC Williamson Reporting:
      i. Call Volume 1/1/2025 – 4/30/2025 (249)
         1. Fire 9
         2. Overpressure 0
         3. Rescue EMS 149
         4. Haz. Condition 11
         5. Service Call 30
         6. Good Intent 45
         7. False Alarm 4

8. Severe Weather 1
9. Special Incident 0

8. Newcastle Professional Firefighter's Association

i. No report.

9. Board Committee Reports

a. Building Committee report on the new fire station.
   i. VC Bettencourt reported that tank will be installed by the next board meeting.
b. Inter-district Cooperation Ad-hoc Committee.
   i. Director Elder reported that this is a work in progress.

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 *Sphere of Influence* (SOI) report expected to be heard at the June meeting.
      2. After the SOI report is complete, the application can be approved.
   ii. Revise this agenda item to "Discuss Proposed Merger".

11. Action Items

a. Consider and approve a payment of $10,973.00 to Fire Risk Management Services (FRMS) for FY 2022-2023 for Q4 work comp payment.
   i. Chief Gow reported that the district was never invoiced for this payment. After reviewing the records, we do owe the funds to FRMS.
   ii. VC Bettencourt made a motion to authorize the payment to FRMS as requested. Director Elder seconds the motion. Motion carries unanimously via roll call vote (3/0).
b. Consider and approve paying for the computation and submission of special taxes for FY 2024-2025 in the amount of $1,000.00.
   i. Chief Gow reported that Gill Lofrano prepared and submitted the direct charges to Placer County for the 24/25 property tax roll. $1,000.00 is a very reasonable price for this service.
   ii. Director Elder made a motion to approve the $1k expenditure as requested. VC Bettencourt seconds the motion. Motion carries unanimously via roll call vote (3/0).

12. Director's Reports

a. Director Elder reported that she attended the Auburn Elk's annual Public Safety Awards Dinner. She congratulated Engineer Knuckles from Newcastle and Recording Secretary Metz on the awards they received.

13. Chairman Heisterkamp adjourned the meeting at 6:51 p.m.

Respectfully Submitted:

Patrice Metz, Recording Secretary

Approved