

Newcastle Fire Protection District  
Minutes of Regular Board of Directors Meeting  
August 20, 2025  
Long Valley Community Hall  
2005 Rattlesnake Rd., Newcastle, CA 95658

Amended

**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.
- d. Chief Gow, Fire Marshal D'Ambrogi, BC Slusher and District Manager Armstrong were present.

**2. Approval of Agenda**

- a. Director Elder made a motion to approve the agenda. Secretary Burns seconds the motion. Motion carries unanimously (5/0).

**3. Approval of Minutes**

- a. VC Bettencourt made a motion to approve the minutes of the July 16<sup>th</sup> regular meeting as presented. Director Elder seconds the motion. Motion carries unanimously (5/0).

**4. Approval of Financial Report**

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

**5. Correspondence**

- a. VC Bettencourt reported that he has an item but will bring it up under 9A.

**6. Public Comment**

- a. Jon Anacker
  - i. He has a 2 inch line going down to a 4x4 fire ring, where he has a fire hose available. In the process of running more pipe close to the house so the hose is available, testing my connections.

**7. Chief's Report**

- a. Chief Gow reporting:
  - i. Penryn asked to thank Newcastle for their support at the recent LAFCo meeting.
  - ii. Believe the Lexipol project has been completed. Reviewed previous policies and added them into Lexipol.
- b. Fire Marshal D'Ambrogi reporting:
  - i. SFD Plans 2
  - ii. Hydro/Rough Inspection (SFD) 3
  - iii. LPG 3
  - iv. Planning; Variance for an ADU on Cherokee Ln. and a use permit for transitional housing on Ridge Rd.
- c. BC Slusher Reporting:
  - i. Report provided to the board; call volume has been normal
  - ii. Lease agreement engine has been out of service, Newcastle has been running the newer Placer Hills reserve engine. Anticipate getting out of the shop tomorrow.
  - iii. Older Newcastle engine has been repaired and put in a reserve status.

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

- 1. No Report.

**9. Board Committee Reports**

- a. Building Committee report on the new fire station.
  - i. VC Bettencourt reported that the fuel tank is completely in service at this point. Roger Lee and the company he works for donated labor and money to getting everything completed.
  - ii. Passed all of the inspections, waiting for the county to come out and do a site visit.
  - iii. Public Comment: Wondering if you could explain the fuel vault and how it benefits the fire districts. Chief Gow reported that by buying in bulk we receive a discounted rate and that Newcastle, Penryn and Placer Hills can utilize.
- b. Inter-district Cooperation Ad-hoc Committee.
  - i. Director Elder reported that a presentation was given by Director Michelini from Foresthill on various suggestions on combining districts and scheduled our next meeting.

- ii. Chair Heisterkamp reported that this group is meeting to work on strategies together, still working toward solutions.

#### 10. Informational/Non-Action Items

- a. Board to discuss the progress of the reorganization and the LAFCO process for Newcastle and Placer Hills Fire Protection Districts.
  - i. Recent LAFCo meeting agenda came out the week prior to the meeting which included a Sphere of Influence (SOI). In the packet it included an SOI where Placer Hills would maintain its current boundaries, zero/no sphere for Newcastle, and Penryn would maintain their current boundaries with the exception of removing the portion in Loomis and putting it in the South Placers SOI. None of our districts were notified in advance.
  - ii. Other item on the LAFCo agenda was a study for merging South Placer, Penryn and Newcastle. There was no discussion with any of our agencies in advance.
  - iii. We were left with a small window of time to plan a response and were able to gather support from the community at the meeting.
  - iv. At the meeting the following was decided; Placer Hills given an SOI for their current boundaries, zero sphered Newcastle, and did not give a sphere to South Placer or Penryn Fire. The requested study was declined by LAFCo.
  - v. Learned that the LAFCo executive director is resigning from her position.
  - vi. Items that still need to be completed for the Newcastle/Placer Hills reorg; create a current resolution and associated financial study, make application current, and a tax sharing resolution from the county.
  - vii. Penryn Fire is submitting a letter as a matter of clarification from the LAFCo meeting.
  - viii. Public Comment: Jennifer – shared that she spoke with a Board of Supervisor that brought up the districts not being contiguous and suggested talking with him to provide facts on how the districts work together. John – suggested it may be a good idea to have City of Auburn speak to how the departments work together.
- b. Board to review and discuss the draft Employee Physical Exam Position Paper.
  - i. Chief Gow reported there is nothing new to report although looking into another vendor and will have updates at a future meeting.
- c. Status on Placer County Local Hazardous Mitigation update for 2026.
  - i. Fire Marshal D'Ambrogi reminded that there is a public survey that the community is encouraged to participate in, it will be available until the end of the month. The survey helps the planning committee identify the community needs.
- d. Review and discuss the Newcastle Fuel Vault Standard Operating Guideline (SOG)
  - i. Chief Gow shared that the Fuel Vault SOG has been completed and shared in your board packet. Systems put in place for properly tracking the fuel and to reimburse Newcastle Fire.

#### 11. Action Items

- a. Consider and adopt Resolution 2025-01 A Concurrent Resolution of Placer hills and Newcastle Fire Protection Districts for consolidation of the Newcastle Fire Protection District into the Placer Hills Fire Protection District.
  - i. Chair Heisterkamp shared that after getting legal opinion the committees have come to a decision and agreement to maintain the two Newcastle assessments, Measure F & B, and to do a layover of just the Placer Hills Measure A. This is in part because Measure B was required to secure the USDA Bond. This option gave us the amount of revenue that is needed to make the reorganized district financially viable and minimizes the impact to our community.
  - ii. Public Comment: When was the last time a new assessment was put in place? Chair Heisterkamp responded that the last assessment was voted for in 2012.
  - iii. Fire Marshal D'Ambrogi pointed out that the resolution has changed slightly from what was included in the original packet. The change includes section C, the term years were changed by 2 years.
  - iv. Chair Heisterkamp shared that a cause for this adjustment is because when negotiating with the county to equalize the Newcastle property tax allocation rates, the county did not agree to the adjustment.

- v. VC Bettencourt made a motion to approve Concurrent Resolution 2025-01. Director Elder seconds the motion. Motion carried unanimously via roll call vote (5/0).
- b. Consider and vote for the Special District Representative for Placer County Local Agency Formation Commission.
  - i. Chief Gow reported that this is for the special district alternate seat. Penryn Fire selected Jenny Knisley for their ballot, recommended by community members.
  - ii. Director Elder made a motion to nominate Jenny Knisley for the alternate special district representative for Placer LAFCo. Secretary Burns seconds the motion. Motion carries unanimously via roll call vote (5/0).
- c. Consider and approve an application to borrow County funds to cover any budget shortfalls until property tax revenues are received.
  - i. Chair Heisterkamp reported this is an annual process to allow us to bridge the gap between when we receive property tax revenues and our bills.
  - ii. VC Bettencourt made a motion to approve the application to borrow county funds. Chair Heisterkamp seconds the motion. Motion carries unanimously via roll call vote (5/0).
- d. Consider and approve a 2-year proposal from Smith and Newell CPA's for audit services.
  - i. District Manager Armstrong reported this agreement is only for 2 years, due to the anticipated reorganization.
  - ii. Secretary Burns made a motion to approve the proposal from Smith & Newell CPA's for audit services. Director Elder seconds the motion. Motion carries unanimously via roll call (5/0).

**12. Director's Reports**

- a. Secretary Burns reported that PCWA recently did a presentation at the Fire Safe Council to not put sprinklers on your roof, as the water pulls from the whole system. The priority is to evacuate, when requested.

**13. Chairman Heisterkamp adjourned the meeting at 7:28 p.m.**

Respectfully Submitted:



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Michelle Armstrong, Recording Secretary



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Approved