

# Nevada County Consolidated Fire District

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## BOARD OF DIRECTORS MINUTES August 18, 2022

Regular Meeting held at  
11329 McCourtney Road, Grass Valley, CA 95949

### NCCFD DIRECTORS

**Present:** Grueneberg (President), Dorland, Garrett, Hall, Nelson, Slade-Troutman

### STAFF:

**Present:** Fire Chief Turner, Division Chief Sullivan, Fire Marshal Mason, Battalion Chief Davison, Fleet and Facilities Supervisor Greene.

### STANDING ORDERS:

President Grueneberg called the meeting to order at 7:00 pm and took roll call, noting Director Carrington absent. President Grueneberg led in the pledge of allegiance.

### \*PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

*Per CA Government Code 54954.3*

No public comment.

### CONSENT CALENDAR

1. Acceptance of Minutes – July 21, 2022
2. Fund Balances, Check History Report and Credit Card History Report

Director Slade-Troutman motioned to accept the consent calendar. Director Hall seconded. **MOTION** passed unanimously, with Director Carrington being absent.

### COMMITTEE REPORTS

#### STANDING COMMITTEES

FINANCE/BUDGET: Hall, Slade-Troutman

PERSONNEL: Carrington, Nelson

#### AD HOC COMMITTEES

BOARD POLICY AND PROCEDURES: Grueneberg

CONSOLIDATION: Grueneberg, Dorland, Carrington

#### LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Garrett, Turner

Finance – None

Personnel – None

Board Policy & Procedures – None

Consolidation – None

JPA – None

## **NEW BUSINESS**

### **1. Discussion and possible action, Senate Bill 1205 Annual Inspection Compliance Report 2021/2022**

Fire Marshal Mason verbally reviewed his report, mentioning that some inspections were not completed this year. Director Nelson requested an amended report with how many inspections are required and how many were completed. After a brief discussion, the board requested the amended report be on next month's agenda.

### **2. Discussion and possible action, Resolution R22-24, Amending the District Staffing Roster to Add the Position of Non-Safety Fire Prevention Officer I.**

Fire Marshal Mason reviewed his staff report verbally, reporting the Fire Prevention Officer I position as a non-safety position and reinstating the FPO II/ Deputy Fire Marshal position previously accepted by the Board of Directors and Local 3800 in August of 2017. The Deputy Fire Marshal position will be flown internally and if no interest is shown, Staff will post the Fire Prevention Officer I position. Only one of these positions will be filled. Director Garrett motioned to adopt Resolution R22-24, Amending the District Staffing Roster to Add the Position of Non-Safety Fire Prevention Officer I. Director Hall seconded. **MOTION** passed unanimously by a roll call vote, with Director Carrington absent.

### **3. Discussion and possible action, Resolution 22-25, Updated Authorized Personnel for the 2022/2023 fiscal year.**

Fire Chief Turner reported this was modified to reflect the changes in the Department of Fire Prevention with the addition of the Fire Prevention Officer, non-safety position and Deputy Fire Marshal. Director Nelson motioned to adopt Resolution 22-25, Updating Authorized Personnel for the 2022/2023 fiscal year. Director Hall seconded. **MOTION** passed unanimously by a roll call vote, with Director Carrington absent.

### **4. Discussion and possible action, Resolution R22-26, 2022/2023 Fiscal Year District Wage and Compensation Schedule Update.**

Administrative Services Long reported this resolution reflects the changes within the Department of Fire Prevention. Director Garrett motioned to adopt Resolution 22-26, 2022/2023 Fiscal Year District Wage and Compensation Schedule. Director Slade-Troutman seconded. **MOTION** passed unanimously by a roll call vote, with Director Carrington absent.

### **5. Discussion and possible action, Resolution 22-27. Authorizing the Execution and Delivery of an Installment Sale Agreement and Authorizing and Directing Certain Actions in Connection with the Acquisition of a Water Tender.**

Administrative Services Long discussed this resolution is required for the lending company for the purchase of the water tender that was approved at previous meeting on July 21, 2022. Director Garrett motioned to adopt Resolution 22-27, Authorizing the Execution and Delivery of an Installment Sale Agreement and Authorizing and Directing Certain Actions in Connection with the Acquisition of a Water Tender. Director Hall seconded. **MOTION** passed unanimously by a roll call vote, with Director Carrington absent.

### **6. Discussion and possible action, Development Nexus and Impact Fee Study RFP.**

Administrative Services Long advised this an authorization for proposal for the AB 1600/ Mitigation fees. After a brief discussion, Director Slade-Troutman motioned to adopt Development Nexus and Impact Study RFP. Director Garrett seconded. **MOTION** passed unanimously by a roll call vote, with Director Carrington absent.

7. **Discussion and possible action, Resolution R22-28, Accepting the Bid from the Winning Bidder for Replacement of Siding and Repainting the Exterior of Station 86 and Designating an Agent to Sign Documents on Behalf of the District.**

Fleet and Facilities Supervisor Greene reported 6 bids were received with costs ranging from \$80,840 to \$211,000. Fleet and Facilities Supervisor Greene recommended Treehenge Construction be awarded the contract for the lowest bid at \$80,840.00. Director Garrett motioned to adopt Resolution R22-28, Accepting the Bid from the Winning Bidder for the Replacement of Siding and Repainting the Exterior of Station 86 and Designating an Agent to Sign Documents on Behalf of the District. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote, with Director Carrington absent.

8. **Discussion and possible action, Board Secretary Appointment**

President Grueneberg spoke to the Board, motioning to formally appoint Tricia Bush as the Board Secretary for Nevada County Consolidated Fire District. Director Slade-Troutman motioned to appoint Tricia Bush as Board Secretary. Director Nelson seconded. **MOTION** passed unanimously, with Director Carrington absent.

9. **Discussion and possible action, Fire Chief Recruitment Update**

President Grueneberg reported that the recruitment for Fire Chief is down to two candidates. Directors were given an envelope with the candidates resume cover letter and questionnaire. President Grueneberg requested each board member look through the documents and work on questions for interviews. The date and location details are still being worked on.

**CHIEF'S MONTHLY REPORT**

Division Chief Sullivan verbally reviewed his report highlighting that there were 296 calls for service, which included 5 structure fires, 7 vegetation fires and 3 vehicle fires. Other notable calls included a large animal rescue, the helicopter rescue team responding to 4 calls for service and performing two hoist rescues as well as several strike team assignments in July.

Several staff members have begun their education or obtained degrees in Fire Department Management or Fire Science within the last year.

Fire Marshal Mason reported the Station 88 crews provided fire extinguisher training for Nevada County Transit Services. He met with multiple property owners to discuss proper hazardous vegetation clearance around their properties. The Fire Safe Council Board of Directors Meeting was cancelled; however, he attended several other meetings throughout the month and reported there are 37 operating cannabis gardens within NCC jurisdiction with multiple plan reviews not cleared yet by the county for final approval.

The Shift Investigator program has started with Captain Robert Tellam and Lieutenant Chris Johnsen performing those duties.

**\*BOARD DISCUSSION**

Director Nelson asked Chief Turner about the County Sales Tax possibly on the ballot later this year. She was asking about any implications he saw or if there was going to be any public forum on the matter. After a brief discussion, Chief Turner advised he would be meeting with the County CEO regarding the matter and would report back on his findings.

**ADJOURNMENT**

President Grueneberg adjourned the meeting at 8:13 p.m.

Attest:

*Nicole Long*

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Nicole Long  
Board Secretary

Approved by:

*Keith M. Grueneberg*

[Keith M. Grueneberg \(Sep 20, 2022 11:22 PDT\)](#)

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Keith Grueneberg  
President of the Board










# 2022-08-18 Board Meeting Minutes

Final Audit Report

2022-09-20

Created:	2022-09-19
By:	Tricia Bush (triciabush@nccfire.com)
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-  Document created by Tricia Bush (triciabush@nccfire.com)  
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-  Document emailed to keithgrueneberg@nccfire.com for signature  
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-  Email viewed by keithgrueneberg@nccfire.com  
2022-09-20 - 6:21:22 PM GMT
-  Signer keithgrueneberg@nccfire.com entered name at signing as Keith M. Grueneberg  
2022-09-20 - 6:22:28 PM GMT
-  Document e-signed by Keith M. Grueneberg (keithgrueneberg@nccfire.com)  
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