

# Nevada County Consolidated Fire District

640 Coyote Street  
Nevada City, CA 95959  
(530) 265-4431  
FAX 265-4438



[www.nccfire.com](http://www.nccfire.com)  
[nccfire@nccfire.com](mailto:nccfire@nccfire.com)

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## BOARD OF DIRECTORS MINUTES January 16, 2025

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

### NCCFD DIRECTORS

**Present:** Grueneberg (President), Bennett, Carrington, Slade-Troutman, Nelson, Hall

### STAFF:

**Present:** Fire Chief Robitaille, Administrative Services Long, Fire Marshal Mason, Division Chief Sullivan, Battalion Chief Davison and PVFD Board President Stephenson.

### STANDING ORDERS:

President Grueneberg called the meeting to order at 7:00 pm and took roll call, noting that all Directors but Director Dorland were present due to a medical emergency. Battalion Chief Davison led in the pledge of allegiance. President Grueneberg requested a moment of silence for the fire victims in Los Angeles County as well as our crews who are assisting with those fires.

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

*Per CA Government Code 54954.3*

No comment.

### CONSENT CALENDAR

1. Acceptance of Minutes – December 19, 2024
2. Nevada County Signature Sheet

Director Nelson motioned to accept the consent calendar as presented. Director Carrington seconded.

**MOTION** passed unanimously by all Directors present with Director Dorland absent.

### COMMITTEE REPORTS

#### STANDING COMMITTEES

FINANCE/BUDGET: Hall, Slade-Troutman

PERSONNEL: Carrington, Garrett, Nelson

#### AD HOC COMMITTEES

BOARD POLICY AND PROCEDURES: Grueneberg

REORGANIZATION: Carrington, Dorland, Grueneberg

PUBLIC INFORMATION OFFICE: Nelson, Bush

#### LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Garrett, Robitaille

**Finance** – No report.

**Personnel** – No report.

**Board Policy & Procedures** – No report.

**JPA** – No report.

**PIO Committee** – No report.

**Reorganization** – President Grueneberg advised in November, we hit a few snags as far as the reorganization goes. The Penn Valley Fire Chief was having difficulties and burning the candles at both ends. He needed assistance and the PV Board saw that and promoted 3 Battalion Chiefs and a couple firefighters below them as well. With that, it wasn't identified what the proper revenue stream was for that action. Chief Robitaille had to go back in there and redo the numbers we sent to ESCI for the budget due to the discrepancy in the numbers. We will submit their new numbers now to ESCI so they can do their recalculations then it will be sent to Board of Supervisors. President Grueneberg advised they might look down at us but that's what's currently going on; advising he is unsure if it will slow the reorganization up any. Chief Robitaille advised it would create a delay because we had to rework the financial analysis and recompute the new NCFR budget that was sent to ESCI last week. He did meet with the County Ad Hoc and informed them about the changes and what to expect. Chief Robitaille stated its going to increase our ask, but he thinks the county sees the value in it. Chief Robitaille advised we are going to keep pushing until we are told otherwise. President Grueneberg said this is not out of the ordinary, it's just a little early than expected and asked if Penn Valley Board Chairman Bruce Stephenson would like to add anything. Bruce advised everything President Grueneberg and Chief Robitaille said was correct. He said Chief Wagner was getting burned out. He said they have been talking about this for a while and getting with Chief Robitaille, they wanted to be sure it fit in the staffing model as the new staffing model would have 2 Battalion Chiefs. The PV Board knew we had to do something to help Chief Wagner out. In private conversations he stated that before it was brought to the board, he wanted to make sure the financials worked and that it is in step with the overall plan, being that there would be 2 Battalion Chiefs. Bruce said yes this decision was made a little bit earlier than expected, and they thought if they did it now versus later, it would not make a big difference. He claimed it helps out their Chief. Bruce continued, stating that when they got the financials back at the Board Meeting from Michelle, it came up to be \$647,000 with costs. The PV Board asked Michelle if they could we keep it up. She advised no. Bruce asked how long because delays can come up in the reorganization, and she replied with 2 years. He said that's the information they have, so they went and voted thinking the reorganization would be done in 2 years. He said they want to get it done hopefully this year. He said he knows there's a shortfall and it's not sustainable. He continued, advising if we got to the reorganization where we can implement the rescue tax with the negotiations with the county, we can adjust the ad valorem. He said it's not pretty, its not perfect and understands if the NCC Fire Board is upset. He said they tried to do the right thing as long as it fits within the model. He said there's no excuses, but hopefully we can make this thing work. If we have to get together to make it work, we can do that...if we can't do everything we want to do up front, we can get it done later. Director Carrington asked if there was any discussion about promotions where they can be rescinded, like an acting position or a temporary position. Bruce said that there was not really a discussion on it, they did not want to make it temporary and that they did not research that option.

### **NEW BUSINESS**

3. **Discussion and Possible Action, Resolution R25 - 01, Transfer Funds from 734 to 722 in the amount of \$590,000.00.**

Administrative Services Long advised this was one of three resolutions passed during the year for our Special Tax Fund transfer. This is the December 2024 installment of the tax. She advised there was an error in the resolution, indicating the fund has a balance of \$597,449.00, not \$590,000.00. Director Nelson motioned to adopt Resolution R25-01, Transfer of Funds from 734 to 722 in the amount of \$590,000.00, with it amended to read the correct fund balance on the third whereas in the resolution in the amount of \$597,449.00. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call vote, with all Directors present except Director Dorland.

4. **Discussion and Possible Action, Staff Report to Surplus/Donate Utility Trailer**

Division Chief Sullivan advised the district had a need to get a bigger utility trailer. Staff received three quotes for the 9,000lb dump trailer and purchased one locally from Featherlite of Northern California. The previous trailer utilized was very old, and was initially a travel trailer converted into a flatbed by staff. Revenue anticipated from the surplus of the trailer was expected to be \$450.00. The Town of Washington had a need for this trailer to pull it's UTV. Staff proposes declaring Unit 1996-123T surplus and donating it to the Town of Washington Fire. Director Slade-Troutman motioned to approve the surplus /donation of

the Utility Trailer to the Town of Washington Fire. Director Hall seconded. **MOTION** passed unanimously following a roll call vote, with all Directors present except Director Dorland.

5. **Annual Review of Board Committee Assignments: Standing, Ad Hoc and Local Agency, with Possible Changes in Assignments.**

President Grueneberg asked the Board if anyone would like to change assignments. There were no changes made. There was a vacancy on the Personnel Committee (which needs to have three committee members). Director Bennett advised he would join that committee in addition to the Nevada County Fire JPA Committee. Director Nelson advised the Board with her work schedule; she thought it would be important to have an additional person on the PIO Committee. Chief Robitaille joined that committee.

**CHIEF’S MONTHLY REPORT**

Chief Robitaille advised the district just applied for 2 FEMA grants for radios and a medium rescue. Congressman Kiley wrote a letter of support for us for the grants. The updated the Board on the Station 83 repainting project. He said Station 82 is getting prepared for listing, they had to circulate it to other governmental entities first. He reported that ESCI is conducting a financial analysis, and the “Plan for Service” has been finalized. Lastly, he advised in the MSR, Washington had some issues with their “Sphere of Influence,” serving an area greater than initially thought. He summarized all of the usual monthly meetings he, Division Chief and Fire Marshal Mason attend. Division Chief Sullivan briefly highlighted the calls for service for December with 354 incidents, 8:07 response time and 57% EMS calls and 43% fire/other calls. Fire Marshal Mason reported 6 plan reviews and 8 inspections were completed. He advised Captain Tellam was vote din as Chair of the Sierra-Sacramento Arson Task Force. Fire Marshal Mason met with the Planning Department to discuss a tentative subdivide of 154 acres into 30 single family residential lots. Captain Tellam met with Tour of Nevada City regarding lithium-ion battery storage at their new rental facility. Fire Marshal Mason advised all schools were inspected during Christmas break, he completed range qualifications with CalFIRE and that Captain Tellam completed his FAA Part 107 licensing to fly UAV’s.

**BOARD DISCUSSION**

Director Slade-Troutman asked for an update on the crews in Southern California. Battalion Chief Davison stating they are currently assisting with Search and Recovery operations. The Board wished Director Slade-Troutman a “Happy Birthday.”

**ADJOURNMENT**

President Grueneberg adjourned the meeting at 7:42 pm.

Attest:

Approved by:

*Tricia Bush*



Keith Grueneberg (Feb 21, 2025 18:54 PST)

Tricia Bush  
Board Secretary

Keith Grueneberg  
President of the Board









# 2025-01-16 Meeting Minutes Approved

Final Audit Report

2025-02-24

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