

Nevada County Consolidated Fire District

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BOARD OF DIRECTORS MINUTES May 27, 2026

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

NCCFD DIRECTORS

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

STAFF:

Present: Fire Chief Robitaille, Fire Marshal Mason, Administrative Services Manager Long, Battalion Chief Nunnink, Ophir Hill Fire Chief Rothenberger and staff from Ophir Hill Fire.

STANDING ORDERS:

President Grueneberg called the meeting to order at 11:00 am and took roll call, noting all Directors but Director Carrington were present. He led in the pledge of allegiance and asked for a moment of silence in commemoration of Memorial Day.

*PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Per CA Government Code 54954.3

No public comment.

CONSENT CALENDAR

1. Acceptance of Minutes – April 29, 2026
2. Fund Balances, Check History Report and Credit Card History Report
3. Engagement Letter from Fechter & Co. for Audit Services for FYE 2025/2026
4. Engagement Letter with Willdan Financial Services and the Nevada County Consolidated Fire District for Assessment and Special Tax Levy's (reoccurring).

Director Slade-Troutman motioned to accept the consent calendar as presented. Director Hall seconded. **MOTION** passed unanimously with all Directors but Director Carrington present.

COMMITTEE REPORTS

STANDING COMMITTEES

FINANCE/BUDGET: Hall, Slade-Troutman

PERSONNEL: Carrington, Bennett, Nelson

AD HOC COMMITTEES

BOARD POLICY AND PROCEDURES: Grueneberg

REORGANIZATION: Carrington, Dorland, Grueneberg

LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Bennett, Robitaille

Finance – No report

Personnel – L3800 open negotiations – sending info on that

Board Policy & Procedures – No report

JPA – No report

Reorganization – LAFCo Meeting on 5/21 went smoothly. 35 years ago, we did our first consolidation, opposition was from other fire districts not citizens. Compliments to the Chief for his presentation.

NEW BUSINESS

5. **Discussion and Possible Action, Resolution R26-07, Authorizing the Special Tax for Fire Suppression, Protection & Emergency Medical Response Services within the Boundaries of Nevada County Consolidated Fire District & Requesting the County of Nevada to Levy & Collect District-Wide the Special Tax for Fire Suppression, Protection & Emergency Medical Response Services for FY 2026/2027 Tax Rolls.** Administrative Services Long stated this resolution states that the special tax can increase by the Western States CPI or 3%, whichever is less. Due to the increased cost of operations to the District, the Board can exercise a cost-of-living index of 2.7% to the special tax rate from the prior Fiscal Year. Director Nelson motioned to adopt Resolution R26-07, Authorizing the Special Tax for Fire Suppression, Protection & Emergency Medical Response Services within the Boundaries of Nevada County Consolidated Fire District & Requesting the County to Levy & Collect District-Wide the Special Tax for Fire Suppression, Protection & Emergency Medical Response Services for FY 2026/2027 Tax Rolls. Director Bennett seconded. **MOTION** passed unanimously following a roll call vote, with all Directors but Director Carrington present.

6. **Discussion and Possible Action, Resolution R26-08, Authorizing the Fire Suppression Benefit Assessment, District 2004-1, Located in the Boundaries of the Nevada County Consolidated Fire District, to be Placed on the Nevada County Secured Tax Rolls & Requesting the County of Nevada to Levy & Collect this District-Wide Suppression Benefit Assessment for FY 2026/2027.** Administrative Services Long advised this was an annual resolution the district does each year with a 3% cost of living increase. Director Nelson motioned to adopt Resolution R26-08, Authorizing the Fire Suppression Benefit Assessment, District 2004-1, Located in the Boundaries of the Nevada County Consolidated Fire District, to be Placed on the Nevada County Secured Tax Rolls & Requesting the County of Nevada to Levy & Collect this District-Wide Fire Suppression Benefit Assessment for FY 2026/2027. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote, with all Directors but Director Carrington present.

7. **Discussion and Possible Action, Resolution R26-09, Fund Transfer from 734 to 722 in the amount of \$457,868.00.** Admin Services Long stated this resolution comes up each year and that this is the April installment of the Special Tax in which there is a balance of \$497,868 and the resolution authorizes a transfer of \$457,868.00 from Fund 734 to Fund 722 to cover operating expenses. Director Slade-Troutman motioned to adopt Resolution R26-09, Fund Transfer from 734 to 722 in the amount of \$457,868.00. Director Hall seconded. **MOTION** passed unanimously following a roll call vote, with all Directors but Director Carrington present.

8. **Discussion and Possible Action, Resolution R26-10, Resolution Calling for General District Election.** President Grueneberg advised this is a resolution calling for a district election. The Board has three (3) directors up for election and the board must make the decision whether the candidate or the district is to pay for the publication and the length of statement. After a brief discussion, Director Slade-Troutman motioned to adopt Resolution R26-10, Resolution Calling for a General District Election with a 200-word statement and candidate paying for the statement. Director Nelson seconded. **MOTION** passed unanimously following a roll call vote, with all Directors but Director Carrington present.

9. **Discussion and Possible Action, Staff Report for Conditional Offers in Anticipation of Consolidation.** Chief Robitaille advised this staff report reflects the procedure the District will take in extending conditional offers to top candidates upon consolidation. Hiring related expenses will exceed the current fiscal year budget by \$2500 – however the candidates are not expected to start employment until next fiscal year. This staff report recommends authorizing the District to extend conditional offers to selected candidates to allow the background process to proceed, with no delays in staffing once the consolidation takes place. Director Dorland motioned to Approve the Staff Report for Conditional Offers in Anticipation of Consolidation. Director Bennett seconded. **MOTION** passed unanimously following a roll call vote, with all Directors but Director Carrington present.

10. **Discussion and Possible Action, Thank you letter to Congressman Kiley from our District, for his support in the Medium Rescue and our Inclement Weather Response Program.** The Chief would like to send this thank you letter on behalf of the NCCFD Board to Congressman Kiley for his unwavering support of emergency services in Nevada County. He helped secure \$377,000 for the Medium Rescue Vehicle via appropriations and \$558,000 from the AG Committee, final appropriations are next month in equipment funding our Inclement Weather Response Program. The letter thanks him for his advocacy for public safety especially in rural areas. Director Nelson motioned to approve sending the Thank You Letter to Congressman Kiley from our District, for his support in the Medium Rescue and our Inclement Weather Response Program. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote, with all Directors but Director Carrington present.

11. **Correspondence: Thank you letter to Fire Marshal Mason.** President Grueneberg stated this was a very nice card for Patrick and thanked him for his hard work.

CHIEFS MONTHLY REPORT

Fire Chief Robitaille briefed the board on various meetings he attended, including the NCCFD/OHFPD Transition Meeting, met with Alex from Nevada County OES, Carrie Wright, City Manager of Nevada City and Evan with Nevada City OES. He met with PG&E for a Partnership Exploration Meeting, attended FDAC's monthly meeting, visited the PistenBully factory and attended the Fire Station Design Conference. He attended the LAFCo Hearing, Cal OES Meeting regarding Prepo processes, the Region IV OES OAC Meeting and was on KNCO Talk of the Town. Chief interviews were conducted for several firefighter candidates. We had a successful public education event with Sammies Friends for National Adopt a Shelter Pet Day. In April, NCCFD crews went to 283 incidents with an average response time of 9:12 and highlighted the types of responses crews handled. Fire Marshal Mason had 8 plan reviews and 10 inspections. Besides his usual monthly meetings, he attended the CAUSSS Meeting where they are pushing for measles boosters. There was an update to the Kenny Ranch subdivision, met with neighbors at La Barr Pines/ Howe Avenue regarding a complaint and attended the OHFPD Meeting to discuss the Transition Plan. Fire Marshal Mason stated there is an increase in insurance inspections for CA FAIR Plan discounts. Lastly, NCCFD participated in Sierra College's Meet Your Match Job Fair.

BOARD DISCUSSION

The Board discussed response times. The Chief said Tuesday 06/15 2pm at Station 52 is the Protest period. OHFPD Chief Rothenberger said he hasn't heard of any opposition (\$49/yr for Ophir constituents). The Board asked if they could get notified when the Chief is on KNCO and discussed the possibility of hiring a production company to tell our story. The Board was reminded to sign up for the required SB 827 training.

ADJOURNMENT

President Grueneberg adjourned the meeting at 11:59am.

Attest:

Tricia Bush

Tricia Bush
Board Secretary

Approved by:


[Keith M. Grueneberg \(Jun 24, 2026 22:53:14 PDT\)](#)

Keith Grueneberg
President of the Board










2026-05-27 Meeting Minutes Approved

Final Audit Report

2026-06-25

Created:	2026-06-24
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