

# Nevada County Consolidated Fire District

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## BOARD OF DIRECTORS MINUTES January 18, 2024

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

### NCCFD DIRECTORS

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

### STAFF:

**Present:** Fire Chief Robitaille, Fleet & Facilities Supervisor Greene, Administrative Services Long and PVFD Board President Stephenson.

### STANDING ORDERS:

President Grueneberg called the meeting to order at 7:04 pm and took roll call, noting that all Directors but Director Dorland present. President Grueneberg led in the pledge of allegiance.

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

*Per CA Government Code 54954.3*

No comment.

### CONSENT CALENDAR

1. Acceptance of Meeting Minutes – December 21, 2023
2. Fund Balances, Check History Report, and Credit Card History Report

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

### 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

PR/COMMUNICATIONS: Nelson, Bush

#### LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Garrett, Robitaille

**Finance** – No report.

**Personnel** – No report.

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

**Reorganization** – No report.

**PR/Communications:** Secretary Bush gave an update on the meeting that took place January 10. She advised they completed a reorganization fact sheet and answered “who, what, where, when, why and how” pertaining to the new district. Forms are being completed/printed and a reorganization page on the NCC webpage is being drafted. Next meeting is February 21 at Station #59 at 6:30pm.

**JPA** – No report.

The 2023 Highlight Video was presented to the Board.

## **CHIEF'S ANNUAL REPORT**

The Chief presented the NCCFD 2023 Annual Report; highlighting the 2023 calls for service, average response times and statistics on EMS/Fire and Mutual Aid incidents. The Chief highlighted how many calls for service each station responded to. He summarized all the items NCCFD accomplished as well as the special teams we have currently in service. The Chief briefly went over the social media highlights and the promotions, retirements and changes in positions that occurred last year. Lastly, he touched on the goals for 2024, being: recruitment and retention, additional grant applications, projected outlooks at the station and district level as well as a smooth reorganization with Penn Valley Fire Protection District and Rough & Ready Fire Protection District.

## **NEW BUSINESS**

**3. Discussion and Possible Action, Resolution R24-01, Transfer Funds from 734 to 722 in the amount of \$553,500.00.**

Administrative Services Long advised this is one of three resolutions we pass during the year for our Special Tax Fund transfer. This resolution is the December 2023 installment of the tax. Director Garrett motioned to approve R24-01, Transfer Funds from 734 to 722 in the amount of \$553,500.00. Director Nelson seconded. **MOTION** passed unanimously following a roll call vote, with Director Dorland absent.

**4. Discussion and Possible Action, Resolution 24-02, Authorizing the Leasing of One Type I Engine and Designating an Agent of the Board to Sign Leasing Documents on Behalf of the District.**

Administrative Services Long stated the district was approached by Pierce in which Municipal Finance Corporation proposed a cost-effective financing arrangement for the acquisition of a fire engine. Administrative Services Long received 5 quotes, in which the one listed by Municipal Finance Corporation was the best option, with the lowest APR. The other closest options had APR's of 5.54% and 5.68%. The fire engine would have a delivery date in 2027, with a savings of \$128,000. President Grueneberg requested a staff report for the next meeting. Director Carrington motioned to approve R24-02, Authorizing the Leasing of One Type I Engine and Designating an Agent of the Board to Signing Leasing Documents on Behalf of the District. Director Garrett seconded. **MOTION** passed unanimously following a roll call vote, with Director Dorland absent.

**5. Discussion and Possible Action, Gaetke Medical Corporation/ 1582, LLC.**

Administrative Services Long advised this MOU is for our annual physicals. The district has been with the same group since 2017. These annual physicals are held in Grass Valley at Station 2 and provide a very thorough physical complete with stress tests and ultrasounds. This MOU agrees to perform a minimum amount of 38 physicals with the cost to be divided equally between Grass Valley Fire and Nevada County Consolidated Fire, with each agency paying \$1,200.00 for this service. Director Nelson motioned to approve the Gaetke Medical Corporation/1582 MOU with the understanding of a staff report being presented at the next board meeting showing how the money will be allocated and split to pay for the physicals. Director Hall seconded. **MOTION** passed unanimously following a roll call vote, with Director Dorland absent.

**6. Letter of Support of the Paye Project.**

Chief Robitaille advised there is a local developer who owns 1000 acres near Red Dog Road and Banner Quaker Hill Road. The developer wants to subdivide this land into several parcels. The Chief advised in discussion with him that the developer wants to contribute a lot to enhance the public benefit. The Chief drove the area and suggested a 4.2-acre lot on Red Dog Cross Road and Banner Quaker Hill Road that is flat. Chief Robitaille advised he wants to be careful as he is not advocating for the project one way or another and the proper analysis has not been completed. There is a lot of unclear moving parts to this item and the Chief does not want to commit to anything until further investigation and research is done.

**7. Discussion and Possible Action, Request for Nominations for Special District Voting Member on the Nevada Local Agency Formation Committee.**

President Grueneberg stated the district received notice of the request for nominations for a position as a Special District Regular Member on the Local Agency Formation Commission of Nevada County. Director Nelson nominated Director Carrington for this position, with a term expiring May 1, 2028. Director Garrett seconded. **MOTION** passed unanimously following a roll call vote, with Director Dorland absent.

**8. Discussion and Possible Action, Ethical Leadership AB 1234 Ethics Compliance Training.**

President Grueneberg advised it was the time to renew the AB 1234 Ethics Training. Administrative Services Long advised the Board the County would be holding a training on Wednesday, January 31, 2024, from 12-2:00pm at the Rood Center. President Grueneberg said he has already registered for the training. All other Board members advised they would like to be registered for the event as well.

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

No changes were made to assignments.

**\*BOARD DISCUSSION**

There was no board discussion. Cupcakes were passed out for a birthday celebration.

**CLOSED SESSION**

No public comment was made for closed session. The board entered closed session at 7:55.

**10. Conference with Legal Counsel- Anticipated Litigation:** No report

**11. Conference with Labor Negotiators:** President Grueneberg reported that the negotiations team is Director Garrett, Dorland and Carrington. The board directed the negotiations team how to proceed.

The Board reported out of closed session at 8:05pm.

**ADJOURNMENT**

President Grueneberg adjourned the meeting at 8:05 pm.

Attest:

Approved by:

*Tricia Bush*

  
Keith Grueneberg (Feb 18, 2024 11:01 PST)

Tricia Bush  
Board Secretary

Keith Grueneberg  
President of the Board









# AGENDA

Final Audit Report

2024-02-21

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