Nevada County Consolidated Fire District

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BOARD OF DIRECTORS MINUTES October 21, 2026
Regular Meeting held at
11329 McCourtney Road, Grass Valley, CA 95949

NCCFD DIRECTORS

Present: Dorland**,** Bennett, Carrington, Slade-Troutman, Grueneberg

STAFF:

Present: Fire Chief Robitaille, Division Chief Rothenberger, Fire Marshal Mason and Administrative Services Long.

STANDING ORDERS:

President Grueneberg called the meeting to order at 11:00 am and took roll call, noting all Directors present except for Directors Nelson and Hall and 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 – September 23, 2026
2. Fund Balances, Check History Report and Credit Card History Report
3. 2012 Special Tax Report for Fiscal Year 2025/2026
4. Annual AB1600 Report for Fiscal Year 2025/2026

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

COMMITTEE REPORTS

STANDING COMMITTEES

FINANCE/BUDGET: **Hall, Slade-Troutman**
PERSONNEL: **Carrington, Nelson, Bennett**

AD HOC COMMITTEES

BOARD POLICY AND PROCEDURES: **Grueneberg**

LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): **Bennett, Robitaille**

Finance – No report
Personnel – No report
Board Policy & Procedures – No report
JPA – No report

NEW BUSINESS

5. **Discussion and Possible Action, Resolution R26-29, Fund 6722 Transfer to Fund 6733 in the Amount of $385.00.** Administrative Services Long advised when we received funds, the funds were placed in Fund 722 instead of Fund 733 and each fund transfer needs a resolution. Director Carrington motioned to

approve R26-29, Fund 6722 Transfer to Fund 6733 in the Amount of $385.00. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote, with all Directors but Directors Hall and Nelson present.

6. **Discussion and Possible Actions, Resolution R26-30, Fund 6758 Transfer to Fund 6722 in the Amount of $158.82.** Administrative Services Long advised this is the same correction as above, Capital Purchases from Fund 722 should have been paid from Fund 6758 in the amount of $158.82, this resolution allows the transfer. Director Carrington motioned to adopt R26-30, Fund 6758 Transfer to Fund 6722 in the Amount of $158.82. Director Bennett seconded. **MOTION** passed unanimously following a roll call vote, with all Directors but Directors Hall and Nelson present.

7. **Discussion and Possible Action, 5 Year Projection of District Finances.** Admin Services Long highlighted the projection briefly with an increase of 3% revenue across the board, except in 2012 Special Tax, which was increased by 1.5%. Ophir Hill's parcels would be added in 2027/2028. Account 4830 increased due to potentially renting out Station 91 & 92. She used anywhere from 1-5% for expenses looking at historical data and researching future increases and expenditures. In Fund 722, wages and benefits, there was no COLAS added and overtime decreased starting in 27/28 with the addition of floaters. Fund 758 expenditures increased for the replacement of SCBAS in 28/29 and the purchase of a new engine in 29/30. The strike team revenues from the Brush, Utility and Water Tenders are all going into separate accounts. The utility account would be for the purchase of a new BC vehicle in 27/28. Director Slade-Troutman motioned to approve the 5 Year Projection of District Finances. Director Carrington seconded. **MOTION** passed unanimously following a roll call vote, with all Directors but Directors Hall and Nelson present.

8. **Discussion and Possible Action, RFPs to Increase Staffing Measure.** Fire Chief Robitaille advised that staff was directed in July by the Board to begin the preparation of a benefit assessment proposal for future Board consideration. NCCFD requested proposals from qualified firms to assist us with this assessment. The Fire Chief advised this was a last resort as we have surplused items, leased out facilities, and consolidated efforts and have tried to engage with the County for assistance. We received two proposals, one from Willdan in the amount of $50,000.00 and the other from SCI Consulting Group in the amount of $250,000.00. This staff report requests the Board to authorize the Chief to accept the lowest responsible bid and sign on behalf of the district for all work pertaining to this project. Director Dorland motioned to approve the report and authorize the Fire Chief to enter into an agreement with Willdan for the Funding Measure. Director Carrington seconded. **MOTION** passed unanimously following a roll call vote, with all Directors but Directors Hall and Nelson present.

9. **Discussion and Possible Action, Resolution R26-31, Making Nomination to the Position of Special District Member of the Nevada County Local Agency Formation Commission.** President Grueneberg said the Board received a notice of the request for nominations to the LAFCo Board. There were no nominations for this position.

10. **Correspondence – Thank you Letter from Starbright Acres Firewise Committee.** President Grueneberg highlighted the letter and Fire Marshal Mason's efforts.

CHIEFS MONTHLY REPORT

Chief Robitaille went through and highlighted his meetings and any administrative updates including: meeting with the FDAC legislative group F3 Initiative, highlighted the PG&E fuels project work which is a pilot program with grant funding, he met with NID and Ami Bera, attended the ASPOA Dinner on 10/08, gave an update to the Paye Project, briefed the Boar don Pink Patch Project and our event being the Station 80 Open House on Halloween. He met with Cal OES regarding the El Nino briefing, gave a Station 92 update and said he received the final exhibits from DGS. Chief Rothenberger talked about the Nevada Joint Union High School CTE Program that would be comprised of 4 students interested in the fire service. He then briefed the board on monthly statistics, indicating we had 324 incidents and a 7:35 average response time for emergent calls in our district. Fire Marshal Mason had 6 plan reviews and 19 inspections. He attended the BOS ADU Amendment

Meeting, Washoe Tribe of Nevada and California College and Career Fair, Planning Commission Meeting for the 49er Self Storage expansion, CAUSSSS Meeting, walked a property for a USDA grant in the Altair subdivision, did a subdivision walk for the Round Valley Circle Road Association and attended the Starbright FWC Meeting. He attended the CAII conference in San Luis Obispo, received an application submittal for Lower Red Dog FWC, attended the DA annual update class and stated 6B Ranch FWC met regarding alternative route road signs for Hidden Valley/South Ponderosa Roads.

BOARD DISCUSSION

Joanne Drummond, in the audience, advised this was a pretty important meeting and though it was important to come. She advised there is a need for proactive marketing to reach people regarding this benefit assessment. She had questions for staff regarding funding for this assessment.

CLOSED SESSION

No public comment was made about the Closed Session. The board entered closed session at 11:49am.

11. Conference With Labor Negotiators
The Board advised the Chief on how to proceed.

12. Conference With Labor Negotiators
The Board advised the negotiations team on how to proceed.

13. Public Employee Performance Evaluation – Fire Chief
The Board advised the Chief is exceeding their expectations.

The Board came out of closed session at 12:37 pm.

ADJOURNMENT

President Grueneberg adjourned the meeting 12:38 pm.

Attest:

Tricia Bush

Tricia Bush
Board Secretary

Approved by:

Keith Grueneberg (Nov 19, 2026 17:38:11 PST)

Keith Grueneberg
President of the Board

Meeting Minutes Approved 2026-10-21

Final Audit Report 2026-11-20

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