

Nevada County Consolidated Fire District

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BOARD OF DIRECTORS MINUTES January 21, 2021

Regular Meeting held remotely at
1 (800) 444-2801
Conference Code: 1665498

NCCFD DIRECTORS

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

STAFF:

Present: Fire Chief Turner, Deputy Chief Funk, Fire Marshal McMahan, Deputy Fire Marshal Mason, Finance Manager Van Groningen, Operations Support Long

STANDING ORDERS:

President Grueneberg called the meeting to order at 7:03 pm and took roll call, noting that Director Carrington was absent. President Grueneberg led in the pledge of allegiance.

President Grueneberg reported there will be a subsequent resolution to complete item 5, the purchasing of the engine. Staff was unable to obtain an interest rate at the time the agenda was posted.

*PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Per CA Government Code 54954.3

No public comment.

CONSENT CALENDAR

1. Acceptance of Minutes – December 17, 2020
2. Fund Balances, Check History Report and Credit Card History Report – November 2020 and December 2020
3. County of Nevada Signature Sheet

Director Slade-Troutman motioned to accept the consent calendar. Director Hanson requested to discuss the Cal-Card report. The quality of the call made it difficult to understand Finance Manager Van Groningen's explanation. Director Hanson reported that he will ask his questions later. Director Dorland seconded.

MOTION passed unanimously following a roll call vote with Director Carrington being absent.

COMMITTEE REPORTS

STANDING COMMITTEES

FINANCE/BUDGET: Dorland, Slade-Troutman

PERSONNEL: Carrington, Hanson, Nelson

AD HOC COMMITTEES

NEGOTIATIONS: Carrington

BOARD POLICY AND PROCEDURES: Grueneberg

LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Garrett, Turner

Finance – No report

Personnel – No report

Board Policy & Procedures – No report

JPA – No report.

NEW BUSINESS

2. **Discussion and possible action, Annual Review of Board Committee Assignments: Standing, Ad Hoc and Local Agency with possible changes in assignments.**

President Grueneberg asked if any Directors wanted to change assignments. The Directors were all okay with the current assignments.

3. **Discussion and possible action, 2021 Committee Direction.**

President Grueneberg requested that we wait until a better connection was available to discuss any Committee Direction.

4. **Discussion and possible action, Local Area Formation Commission (LAFCo) Regular and Alternate Special District Members.**

President Gruenberg reported that this is the election for the regular and alternate members for LAFCo. Director Nelson motioned to elect Ricki Heck as the regular member and Rich Johansen as the alternate. Director Garrett seconded. **MOTION** passed unanimously following a roll call vote, with Director Carrington absent.

5. **Discussion and possible action, Resolution 21-01, Resolution Designating an Agent of the Board to sign documents on behalf of the District with Pierce Manufacturing, Inc.**

President Grueneberg reported that this resolution is requesting to authorize Deputy Chief Funk be the Designated Agent to sign the documents on behalf of the District with Pierce Manufacturing, Inc. for the purchase of a Type I engine. This item also had a subsequent resolution added for the financing of the Type I engine in the amount of \$635,335.50. Director Hanson motioned to adopt Resolution 21-01, Designating an Agent of the Board to sign documents on behalf of the District with Pierce Manufacturing Inc. Director Garrett seconded. **MOTION** passed unanimously following a roll call vote, with Director Carrington being absent. Director Slade-Troutman motioned to adopt Resolution 21-06, Authorizing the leasing of a Type I Engine and designating an agent of the Board to sign leasing documents on behalf of the District with PNC Equipment Finance. Director Hanson seconded. **MOTION** passed unanimously following a roll call vote, with Director Carrington being absent.

6. **Discussion and possible action, Resolution 21-02, Amending Participants for US Bank Cal-Card.**

Finance Manager Van Groningen reported that this resolution adds a card for the Service Technician position with a limit of \$2,000.00. Director Nelson motioned to adopt Resolution 21-02, Amending participants for US Bank Cal-Card. Director Hanson seconded. **MOTION** passed unanimously following a roll call vote, with Director Carrington being absent.

7. **Discussion and possible action, Resolution 21-03, Purchasing Policy.**

Finance Manager Van Groningen reported this resolution updates the purchasing policy. The changes being purchase order requirements being increased from above \$100.00 to \$250.00, the Mechanic purchase order requirement being increased to \$500.00 for apparatus repairs and reflect the changes in Cal-Card participants as approved above. Director Hanson motioned to adopt Resolution 21-03, Purchasing Policy. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call vote, with Director Carrington being absent.

8. **Discussion and possible action, Resolution 21-04, Electronic Signature Policy.**

Finance Manager Van Groningen reported this resolution approves an electronic signature policy on various documents including board and finance. This policy was reviewed by the County of Nevada Auditor Controller's office and approved to be able to process documents utilizing an electronic signature. Director Dorland motioned to adopt Resolution 21-04, Electronic Signature Policy. Director Nelson seconded. **MOTION** passed unanimously following a roll call vote, with Director Carrington being absent.

9. **Discussion and possible action, Resolution 21-05, Transfer Funds from 734 to 722 in the amount of \$530,000.00.**

Finance Manager Van Groningen reported that this resolution is to transfer the Special Tax funds received into the Operating fund. Director Hanson motioned to adopt Resolution 21-05, Transfer Funds from 734 to 722 in the amount of \$530,000.00. Director Garrett seconded. **MOTION** passed unanimously following a roll call vote, with Director Carrington being absent.

CHIEF'S MONTHLY REPORT

With the poor quality of the call, this report was not reviewed verbally.

***BOARD DISCUSSION**

No Board Discussion.

ADJOURNMENT

President Grueneberg adjourned the meeting at 7:32 p.m.

Attest:

Nicole Long

Nicole Long
Board Secretary

Approved by:



Keith M. Grueneberg (Aug 13, 2021 10:48 PDT)

Keith Grueneberg
President of the Board









2021-01-21 Final Minutes

Final Audit Report

2021-08-27

Created:	2021-08-10
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