

Nevada County Consolidated Fire District

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BOARD OF DIRECTORS MINUTES June 20, 2024

Regular Meeting held at
11329 McCourtney Road, Grass Valley, CA 95949
15 GEYSER STREET, ENNIS, MT 59729
& REMOTELY VIA ZOOM
PHONE: 1-669-900-6833 / PASSCODE: 06202024

NCCFD DIRECTORS

Present: Grueneberg (President), Dorland, Garrett, Slade-Troutman, Carrington, Hall, Nelson (7:09pm)

STAFF:

Present: Fire Chief Robitaille, Fire Marshal Mason, Administrative Services Long, Battalion Chief Nunnink 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 Nelson present (she was joining via zoom and had not arrived at time of roll-call). Battalion Chief Nunnink led in the pledge of allegiance.

*PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Per CA Government Code 54954.3

PVFD Chair Stephenson thanked Secretary Bush for getting the agenda ready for the next PIO Committee Meeting on July 2, 2024. He advised that Ophir Hill Fire is very excited about joining the reorganization as well.

CONSENT CALENDAR

1. Acceptance of Minutes – May 16, 2024
2. Fund Balances, Check History Report and Credit Card History Report

Director Slade-Troutman motioned to accept the consent calendar as presented. Director Hall seconded.

MOTION passed unanimously with all Directors but Director Nelson 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

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.

Reorganization – Discussed later in report

PIO Committee – Meeting on 7/2/24

JPA - No report.

NEW BUSINESS

3. **Discussion and Possible Action, Resolution R24-10, Transfer of \$50,000.00 from Fund 722 to Capital Reserve Fund 758 for Equipment and Vehicles.**

Administrative Services Long advised every June, there is an annual transfer of funds from our operating fund to our capital improvement fund. Staff recommends transferring \$50,000.00 for the wear and tear of equipment and vehicles. Director Hall motioned to adopt Resolution R24-10, Transfer of \$50,000.00 from Fund 722 to Capital Reserve Fund 758 for Equipment and Vehicles. Director Garrett seconded. **MOTION** passed unanimously following a roll call vote, with Director Nelson absent.

4. **Discussion and Possible Action, Resolution R24-11, Transfer of \$125,000.00 for Fire Reimbursement Funds from Operating Fund 722 to Capital Reserve Fund 758 for Engine 84 Replacement.**

Administrative Services Long reported this is a transfer because the District signed an agreement for the purchase of a new engine at the July 20, 2023 Board Meeting. The engine build is approximately 48 months, and staff determined we would begin transferring funds from Operating Fund 6722 to Capital Reserve Fund 6758 to begin the payments. Director Carrington motioned to adopt Resolution R24-11, Transfer of \$125,000.00 from Operating Fund 722 to Capital Reserve Fund 758 for Engine 84 Replacement. Director Hall seconded. **MOTION** passed unanimously following a roll call vote, with Director Nelson absent.

5. **Discussion and Possible Action, Resolution R24-12, Transfer of \$125,000.00 from Operating Fund 722 to Capital Reserve Fund 758.**

Administrative Services Long advised this is a resolution we do every yearly where the District routinely contracts with California Office of Emergency Services for the request of our personnel and equipment to emergencies throughout California. This agreement allows NCCFD to be paid predetermined rates to cover expenses incurred when they are requested on strike teams and funds for equipment wear and tear. Director Slade-Troutman motioned to adopt Resolution R24-12, Transfer of \$125,000.00 from Operating Fund 722 to Capital Reserve Fund 758. Director Carrington seconded. **MOTION** passed unanimously following a roll call vote, with Director Nelson absent.

6. **Discussion and Possible Action, Resolution R24-13, 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 2024/2025 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. The Western States CPI is 4%. Chief Wagner from Penn Valley Fire had some issues with Rough & Ready Fire's Special Tax with a penny difference. The County wants even numbers this year for the two installments so it can be divisible by 2. Director Garrett motioned to adopt Resolution R24-13, 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 2024/2025 Tax Rolls. Director Hall seconded. **MOTION** passed unanimously following a roll call vote with all Directors present.

7. **Discussion and Possible Action, Resolution R24-14, 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 2024/2025.**

Administrative Services Long advised this was an annual resolution the district does each year. There was a 3% increase. We did have to change some numbers to make the installments divisible by 2 (even number). Director Carrington motioned to adopt Resolution R24-14, 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 2024/2025. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote with all Directors present.

8. **Discussion and Possible Action, Resolution R24-15, Authorizing Personnel Resolution for Fiscal Year 2024/2025.**

Chief Robitaille explained this resolution comes to the Board each year where we identify the positions to be held by the District during the fiscal year and budget accordingly. Director Garrett motioned to adopt Resolution R24-15, Authorizing Personnel Resolution for Fiscal Year. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call vote with all Directors present.

9. **Discussion and Possible Action, Resolution R24-16, Establishing the Appropriation Limit for Fiscal Year 2024/2025.**

Administrative Services Long stated California mandates an appropriation limit set each year. The district is well within the spending limits. Director Slade-Troutman motioned to adopt Resolution R24-16, Establishing the Appropriation Limit for Fiscal Year 2024/2025. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call vote with all Directors present.

10. **Discussion and Possible Action, Resolution R24-17, Adopting the Preliminary Budget for Fiscal Year 2024/2025.**

Administrative Services Long reviewed the budget and briefly went into some of the highlights. She advised there was a 4% increase on our current secured tax, a 3% increase on our benefit assessment and a 3% increase on our Special Tax 2012. She stated no changes to wages as they are currently in negotiations. She explained an increase in workers compensation insurance from 139% to 173%. She explained the district as awarded shared funds of \$125,000.00 and that we have started payments on the Engine 84 replacement. Director Slade-Troutman motioned to adopt Resolution R24-17, Adopting the Preliminary Budget for Fiscal Year 2024/2025. Director Carrington seconded. **MOTION** passed unanimously following a roll call vote with all Directors present.

11. **Discussion and Possible Action, Resolution R24-18, Initiating the Application by the Nevada County Consolidated Fire District Requesting LAFCo to Pursue Proceedings for the Annexation and Dissolution of the Nevada County Consolidated Fire District and the Rough and Ready Fire Protection District with the Penn Valley Fire Protection District.**

Chief Robitaille stated William Ross, our legal counsel, evaluated all the special taxes and developed a specific sequence of events for the reorganization to take place and to go through at the LAFCo level. Penn Valley Fire's Rescue Tax has to stay alive. Since drafted, Ophir Hill Fire has expressed their interest in joining the reorganization as well and this resolution allows them to do so. Penn Valley Board Chairman Stephenson advised the Penn Valley Board has passed the resolution as has the Rough and Ready Board. Ophir Hill Fire is having a board meeting later this month in which they will hopefully pass it as well. Once these resolutions are passed from each district, the application will move forward. Director Garrett motioned to adopt Resolution R24-18, Initiating the Application by the Nevada County Consolidated Fire District Requesting LAFCo to Pursue Proceedings for the Annexation and Dissolution of the Nevada County Consolidated Fire District and the Rough and Ready Fire Protection District with the Penn Valley Fire Protection District. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote with all Directors present.

12. **Discussion and Possible Action, Approve Letter to Open Tax Allocations and Proposed Communication.**

Chief Robitaille stated California stated this letter was drafted by counsel and allows us to engage the

county with tax sharing allocation. We are still waiting for the MSR to be completed and if we don't have enough funding, this won't go through. Director Carrington motioned to Approve Letter to Open Tax Allocations and Proposed Communication. Director Garrett seconded. **MOTION** passed unanimously following a roll call vote with all Directors present.

13. **Correspondence**

President Gruenberg stated we received a thank you card from the Greenhorn Firewise Community thanking Fire Prevention Officer Tellam for his help. Additionally, Chief Robtaille advised the district reached a goal to be a region/state resource from CalOES. The district had to meet a certain criteria and he commended the staff for attending several trainings.

CHIEF'S MONTHLY REPORT

The Chief presented the monthly report highlighting the different meetings he and Division Chief Sullivan attended. The Chief reported there were 337 incidents, 8:45 average response time to scene with 62% of the calls being EMS related and 38% being fire/other calls and briefed the board on the call highlights.

Fire Marshal Mason presented his Prevention Report for May and advised 12 plan reviews were completed. He completed 14 general (operational permits), 1 construction inspection and 6 education property walks. There were 5 public education events. He briefed the board on meetings he and Prevention Officer Tellam attended, including CCAI Quarterly Roundtable Meeting and the Fire Safe Council Board of Directors Meeting. He advised they both completed their quarterly range qualifications. Captain Tellam completed both the CALFIRE Defensible Space Training and the Sig Sauer P320 Armorers Course. Additionally, Chief Mason attended a Unified Command Training hosted by Placer County. NCC donated a "Ride to School In A Fire Truck" to Alta Sierra School.

***BOARD DISCUSSION**

No discussion.

CLOSED SESSION

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

14. **Conference with Labor Negotiators**

Negotiators advised how to proceed.

The Board reported out of closed session at 8:10 pm.

ADJOURNMENT


President Grueneberg adjourned the meeting at 8:12 pm.

Attest:

Tricia Bush

Tricia Bush
Board Secretary

Approved by:


Keith Grueneberg (Jul 22, 2024 10:19 PDT)

Keith Grueneberg
President of the Board









Meeting Minutes 6 20 2024

Final Audit Report

2024-07-22

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