

Nevada County Consolidated Fire District

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BOARD OF DIRECTORS MINUTES May 16, 2024

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

NCCFD DIRECTORS

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

STAFF:

Present: Fire Chief Robitaille, Fire Marshal Mason, Division Chief Sullivan, Fleet & Facilities Supervisor Greene, Administrative Services Long, Part-Time Finance Manager Van Groningen 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, Director Garrett and 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 Minutes – April 18, 2024
2. Fund Balances, Check History Report and Credit Card History Report

Administrative Services Long advised the fund balance report was updated and specified the different accounts NCCFD has and what they are used for. Director Slade-Troutman motioned to accept the consent calendar as presented. Director Hall seconded. **MOTION** passed unanimously with all Directors present. Directors Dorland, Nelson and Garrett were absent.

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 – Updated in Item #3

PIO Committee - No report.

JPA - No report.

NEW BUSINESS

3. Discussion regarding update on Municipal Service Review and Sphere of Influence Project.

Fire Chief Robitaille provided an update, advising the (MSR) was originally slated to be completed in September, with an updated deadline for April. The technical draft of the MSR has been further delayed with an updated deadline of July. Chief Robitaille advised this was not acceptable and reached out to AP Triton to get a synopsis letter with their findings while the technical draft is being written. The attached letter, written by Don Jarvis at AP Triton, was given to SR Jones at LAFCo to help focus the discussion on the reorganization and highlights their findings. The Chief also provided an update to Ophir Hill Fire, who contacted the Chief and was interested in possibly consolidating in the future, with a deadline of May 30, 2024 for their Board to decide next steps.

4. Discussion and Possible Action, Resolution R24-08, Special Tax Fund 734 Transfer to Operating Fund 722.

Administrative Services Long reported this is a transfer resolution we do several times a year when 2012 Special Tax Funds are received and then transferred to our Operating Fund. Director Carrington motioned to adopt Resolution R24-08, Special Tax Fund 734 Transfer to Operating Fund 722 in the amount of \$445,000.00. Director Hall seconded. **MOTION** passed unanimously following a roll call vote, with Director Nelson, Director Dorland and Director Garrett absent.

5. Discussion and Possible Action, Resolution R24-09, Resolution Calling for a General District Election.

President Grueneberg advised this is a resolution calling for a district election. The Board has four (4) 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 Carrington motioned to adopt Resolution R24-09, Resolution Calling for a General District Election with a 200-word statement and candidate paying for the statement. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call vote, with Director Nelson, Director Dorland and Director Garrett absent.

CHIEF'S MONTHLY REPORT

The Chief presented the monthly report highlighting the different meetings he and Division Chief Sullivan attended. The Chief provided a summary for April indicating there were 254 incidents, 8:21 average response time to scene with 57% of the calls being EMS related and 43% being fire/other calls.

Fire Marshal Mason presented his Prevention Report for March and advised 13 plan reviews were completed. He completed 13 general (operational permits), 3 cannabis inspections, 1 underground water supply and 5 education property walks. Station 88 attended the Forest Springs MHP Fire Preparedness event and fire extinguisher training to 50 people. Captain Tellam completed his Basic Air Operations course for his Strike Team Leader Task Book. Fire Marshal Mason attended the NCC Admin Management Meeting and met with the Planning Department to discuss business operations within the scope of county codes and ordinances. He met with property owners in La Barr Pines and Sweethaven subdivisions to discuss evacuation routes as well as a property owner in Alta Sierra to discuss a driveway turn around. He attended the Fire Safe Council Board of Directors Meeting and attended the Sacramento-Sierra Arson Task Force Meeting with Captain Tellam.

Fleet and Facilities Supervisor Greene advised the sale of the yellow water tender to Rattan Fire Department is almost finalized; they are just waiting on payment.

***BOARD DISCUSSION**

No discussion.

CLOSED SESSION

No public comment was made for closed session. The board entered closed session at 7:36 pm.

6. Conference with Labor Negotiators

The Board advised how to proceed.

The Board reported out of closed session at 8:25 pm.

ADJOURNMENT

President Grueneberg adjourned the meeting at 8:26 pm.

Attest:

Approved by:

Tricia Bush


Keith Grueneberg (JUL 21, 2024 13:43 PDT)

Tricia Bush
Board Secretary

Keith Grueneberg
President of the Board









2024-05-16 Approved Meeting Minutes

Final Audit Report

2024-06-21

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