

Nevada County Consolidated Fire District

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BOARD OF DIRECTORS MINUTES June 16, 2022

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

NCCFD DIRECTORS

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

STAFF:

Present: Fire Chief Turner, Fire Marshal Mason, Battalion Chief Sunde

STANDING ORDERS:

President Grueneberg called the meeting to order at 7:00 pm and took roll call, noting Director Hall being absent. Fire Marshal Mason 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 – May 19, 2022 and June 7, 2022.
2. Fund Balances, Check History Report and Credit Card History Report

President Grueneberg requested the June 7, 2022 meeting minutes have Director Nelson removed as she was not in attendance. Director Slade-Troutman motioned to accept the consent calendar, with the correction. Director Carrington seconded. **MOTION** passed unanimously with Director Hall being absent.

COMMITTEE REPORTS

STANDING COMMITTEES

FINANCE/BUDGET: Hall, Slade-Troutman

PERSONNEL: Carrington, Nelson

AD HOC COMMITTEES

BOARD POLICY AND PROCEDURES: Grueneberg

CONSOLIDATION: Grueneberg, Dorland, Carrington

LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Garrett, Turner

Finance – The 22/23 preliminary budget was discussed last week at the special meeting.

Personnel – None

Board Policy & Procedures – None

Consolidation – None

JPA – Director Garrett reported that a meeting took place prior to this meeting. The district shares increased by \$1,895.00 for next year's budget. \$10,000.00 was used for equipment replacement and repairs that were not budgeted for. The 22/23 fiscal year budget was approved.

NEW BUSINESS

1. **Discussion and possible action, Resolution 22-12, Transfer \$75,000.00 from Fund 722 to Capital Reserve Fund 758 for Equipment and Vehicles.**

Chief Turner reported this is the annual resolution to transfer funds from net strike team revenue to the capital reserve fund for equipment and vehicles. Director Nelson motioned to adopt resolution 22-12, transfer \$75,000.00 from fund 722 to the capital reserve fund 758. Director Carrington seconded. **MOTION** passed unanimously following a roll call vote with Director Hall absent.

2. **Discussion and possible action, Resolution 22-13, Transfer \$50,000.00 from Fund 722 to Capital Reserve Fund 758 for the Annual Reserve Contribution.**

Chief Turner reported this resolution, is in accordance with the resolution passed in 2018 for an annual contribution for the replacement of equipment. Director Slade-Troutman motioned to adopt resolution 22-13, transfer \$50,000.00 from fund 722 to the capital reserve fund 758. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote with Director Hall being absent.

3. **Discussion and possible action, Resolution 22-14, Transfer \$400,000.00 from Fund 734 to Fund 722.**

Chief Turner reported this is a transfer resolution we do several times a year when special tax funds are received. Director Garrett motioned to adopt resolution 22-14, transfer \$400,000.00 from fund 734 to fund 722. Director Carrington seconded. **MOTION** passed unanimously following a roll call vote with Director Hall being absent.

4. **Discussion and possible action, Resolution 22-15, Authorized Personnel Resolution for Fiscal Year 2022/2023.**

Chief Turner reported that this resolution is completed every June or when changes are made to the staffing roster. This reflects the authorized personnel or staffing for the 2022/2023 fiscal year. Director Nelson motioned to adopt resolution 22-15, Authorized Personnel Resolution for Fiscal Year 2022/2023. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call vote with Director Hall being absent.

5. **Discussion and possible action, Resolution R22-16, Authorizing the Special Tax for Fire Suppression, Protection & Emergency Medical Response Services within the Boundaries of Nevada County Consolidated Fire District & Requesting the County of Nevada to Levy & Collect District-Wide Special Tax for Fire Suppression, Protection & Emergency Medical Response Services for FY 2022/2023 Tax Rolls. *This item will include discussion and possible action concerning the Potential Need for an Increase in the Special Tax Rate.***

Chief Turner stated every year we must pass a resolution to place this special tax on the tax bills with the county that includes the amount and if any increases are approved. The district can increase this tax by the western states average for the preceding calendar year or 3% whichever is less. The 2021 average was 4.5% leaving the ability to increase by 3%, which is reflected in the preliminary budget. Director Dorland motioned to adopt Resolution 22-16, authorizing the special tax for fire suppression, protection & emergency medical response services within the boundaries of Nevada County Consolidated Fire District & Requesting the County of Nevada to Levy & Collect District-Wide Special Tax for Fire Suppression, Protection & Emergency Medical Response Services for FY 2022/2023 Tax Rolls with a 3% increase. Director Carrington seconded. **MOTION** passed unanimously following a roll call vote with Director Hall being absent.

6. **Discussion and possible action, Resolution R22-17, Authorizing the Fire Suppression Benefit Assessment, District 2004-1, Located within 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 and Collect the District-Wide Fire Suppression Benefit Assessment. *This item will include discussion and possible action concerning the Potential Need for an Increase in the Assessment Rate.***

Chief Turner stated this resolution must be adopted to place the benefit assessment on the tax bills with the county that includes the amount and if any increases are approved. The district can increase by no more than 3% annually. Director Garrett motioned to adopt Resolution R22-17, Authorizing the Fire Suppression Benefit Assessment, District 2004-1, Located within 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 and Collect the District-Wide Fire Suppression Benefit Assessment with a 3% increase. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call vote with Director Hall being absent.

7. **Discussion and possible action, Resolution R22-18, Establishing the Appropriations Limit for Fiscal Year 2022/2023.**

Chief Turner stated this is the California-mandated resolution that establishes the appropriations limit for the fiscal year. He also noted that the benefit assessment is not included in the calculation and the district is within spending limits. Director Nelson motioned to adopt resolution 22-18, Establishing the Appropriation Limit for Fiscal Year 2022/2023. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote with Director Hall being absent.

8. **Discussion and possible action, Resolution R22-19, Adopting the Preliminary Budget for the Fiscal Year 2022/2023.**

Chief Turner reported no changes were made to the preliminary budget that was discussed at the special meeting. The recap page was corrected and a note regarding fuel increases was added to the overview page. Director Slade-Troutman motioned to adopt resolution 22-19, Adopting the Preliminary Budget for the Fiscal Year 2022/2023. Director Garrett seconded. **MOTION** passed unanimously following a roll call vote with Director Hall being absent.

9. **Discussion and possible action, Rough and Ready Fire Department request decision.**

President Grueneberg stated that Rough and Ready Fire attended the May 19, 2022 board meeting and requested that we consider contracting a Chief and Administrative Services with them. After some conversation, it was the consensus of the board that we would be unable to fill this request. Director Nelson motioned to have President Grueneberg draft a letter respectfully declining their request. Director Garrett seconded. **MOTION** passed unanimously, with Director Hall being absent.

CHIEF'S MONTHLY REPORT

Chief Turner reviewed the suppression and administrative portion of the report. The highlights were the two surplus engines were sold to Guam. The hiring process for new permanent employees is wrapping up and are working 6 seasonals.

Battalion Chief Sunde reported that personnel are working on training, with all the new personnel. A discussion with Chief Turner, a quick estimate of new employee costs is approximately \$25,000.00 that first year and the importance of retaining employees.

Fire Marshal Mason reported that there have been several events District employees attended and training held:

- fire extinguisher training with approximately 50 people at Hospice of the Foothills
- children's health/safety and wildfire preparedness carnival, where an estimated 400 kids went through the trailer
- brought the pub ed trailer to North San Juan for an open house

Fire Marshal Mason also met with OES staff to discuss access and functional needs grants for hazardous vegetation assistance.

He also thanked the Board and Chief for the opportunity to come in as Deputy Fire Marshal and learn for several years under Chief McMahan. He felt the transition was very smooth.

***BOARD DISCUSSION**

President Grueneberg mentioned that the district received 10 applications for the Fire Chief position. More information will follow next month.

ADJOURNMENT

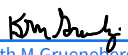
President Grueneberg adjourned the meeting at 7:46 p.m.

Attest:

Nicole Long

Nicole Long
Board Secretary

Approved by:


[Keith M. Grueneberg \(Aug 1, 2022 14:20 PDT\)](#)

Keith Grueneberg
President of the Board