

Nevada County Consolidated Fire District

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BOARD OF DIRECTORS MINUTES JUNE 22, 2017

Regular Meeting held in the Conference Room
Station 84, 10135 Coyote Street, Nevada City, CA

NCCFD DIRECTORS

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

STAFF:

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

STANDING ORDERS:

President Grueneberg called the meeting to order at 6:00 p.m. and led in the pledge of allegiance. President Grueneberg also acknowledged the work Director Nelson did for the bridge tour on Memorial day, the JOA golf team for winning the guns and hoses tournament.

CONSENT CALENDAR

1. Acceptance of Minutes – 05/18/2017
2. Fund Balances and Check History Reports

Director Hanson motioned to accept the consent calendar. Director Nelson seconded. **MOTION** passed unanimously.

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 – Discussed a meeting possibly in July.

Policies and Procedures – working with the Chief on updating the personnel code and policies in Lexipol.

JPA – working on the budget. There was a missed payment for a radio vault lease and the amounts each agency will owe is being worked on.

*PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

No public comment was made.

BUSINESS

3. Discussion and possible action, Resolution 17-15, Designate Amount for Contingency Fund.

Finance Manager Van Groningen discussed placing the funds in the contingency fund to maintain two months of operating funds. Director Slade-Troutman motioned to adopt resolution 17-15. Vice President Carrington seconded. **MOTION** passed unanimously following a roll call vote with Director Garrett being absent.

4. Discussion and possible action, Resolution 17-16, Transfer Funds from Fund 734 to Fund 722.

Finance Manager Van Groningen reported that all funds for the Special Tax has been collected by the County and would like to transfer those monies to the Operating Fund. Director Nelson motioned to adopt resolution 17-16. Vice President seconded. **MOTION** passed unanimously following a roll call vote with Director Garrett being absent.

5. Discussion and possible action, Resolution 17-17, Adoption of the Public Agencies Post-Employment Benefits Trust Administered by Public Agency Retirement Services (PARS).

Finance Manager Van Groningen discussed that this is the resolution that is needed to participate and set up a plan. There is no cost to do this until a contribution is made. After some discussion Director Slade-Troutman motioned to adopt resolution 17-17. Director Nelson seconded. **MOTION** passed unanimously following a roll call vote with Director Garrett being absent.

6. Discussion and possible action concerning Resolution 17-18, 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 2017/2018 Tax Rolls. *This item will include discussion and possible action concerning the Potential Need for an Increase in the Special Tax Rate.*

Finance Manager Van Groningen discussed that this resolution is requesting a 1.3% increase to the special tax for the 17/18 fiscal year. Discussion took place regarding the dollar amounts this increase generates. Director Nelson motioned to adopt resolution 17-18. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call vote with Director Garrett being absent.

7. Discussion and possible action concerning Resolution 17-19, 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.

Finance Manager Van Groningen reported that this resolution has a 3% increase to the benefit assessment. Director Hanson motioned to adopt resolution 17-19. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote with Director Garrett being absent.

8. Discussion and approval of Resolution 17-20, 2017/2018 Fiscal Year District Wage and Compensation schedule.

Chief Turner reviewed the staff report verbally and explained the Cal PERS trade of the employees paying the employee portion and getting an increase to wages. After a brief discussion, Vice President Carrington motioned to adopt resolution 17-20. Director Hanson seconded. **MOTION** passed unanimously following a roll call vote with Director Garrett being absent.

9. Discussion and possible action concerning Resolution 17-21, Employer Paid Member Contributions, First Level Safety Management Group.

Chief Turner reported this is the resolution required by PERS for changes in the Employer Paid Member Contributions. This is for the Safety Management Group to pay the remaining 1.8% of the member contributions for a total of 9%. Director Nelson motioned to adopt resolution 17-21. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote with Director Garrett being absent.

10. Discussion and possible action concerning Resolution 17-22, Employer Paid Member Contributions, First Level Safety Non-Management Group.

Chief Turner reported this is the resolution required by PERS for changes in the Employer Paid Member Contributions. This is for the Safety Non-Management Group to pay the remaining 1.8% of the member contributions for a total of 9%. Vice President Carrington motioned to adopt resolution 17-22. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call vote with Director Garrett being absent.

11. Discussion and possible action concerning Resolution 17-23, Employer Paid Member Contributions, First Level Miscellaneous Group.

Chief Turner reported this is the resolution required by PERS for changes in the Employer Paid Member Contributions. This is for the First Level Miscellaneous Group to pay the remaining 4% of the member contributions for a total of 8%. Vice President Carrington motioned to adopt resolution 17-23. Director Hanson seconded. **MOTION** passed unanimously following a roll call vote with Director Garrett being absent.

12. Discussion and possible action concerning, Resolution 17-24, Authorized Personnel Resolution for Fiscal Year 17/18.

Chief Turner discussed the change in Authorized Personnel per the resolution, adding (2) Captain positions, (1) Fire Marshal and (.5) Service Technician. Director Nelson motioned to adopt resolution 17-24. Vice President Carrington seconded. **MOTION** passed unanimously following a roll call vote with Director Garrett being absent.

13. Discussion and possible action concerning Resolution 17-25, adopting the preliminary budget for Fiscal Year 2017/2018.

Finance Manager Van Groningen presented the preliminary budget for the 2017/2018 fiscal year. The budget had some changes to what was presented in the May meeting, the increase changes were in bold and any decrease changes were in bold italics. Finance Manager Van Groningen reviewed the changes and discussion took place on future projections. Board directed Staff to have a 5-year projection presented at the July meeting. Director Hanson motioned to adopt resolution 17-25. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote with Director Garrett being absent.

14. Discussion and possible action concerning, extending the Firefighter, Lieutenant & Captain eligibility list.

Deputy Chief Funk verbally reviewed his Staff report and the need to extend the list. Director Hanson motioned to extend the lists for six months or until a successor list is created. Director Nelson seconded. **MOTION** passed with Director Garrett being absent.

15. Discussion and possible action, Resolution 17-26, For The Election of Directors to the Special District Risk Management Authority (SDRMA) Board of Directors. President

President Grueneberg reported that the Board is to select (4) four candidates for the SDRMA Board of Directors. After some discussion, the Board chose with a motion by Director Nelson to elect Mike Scheafer, Michael Karen, David Aranda and Jean Bracy and adopt resolution 17-26. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call vote with Director Garrett being absent.

16. Discussion and possible action, California Special District Association (CSDA) Board of Directors 2017 Election.

President Grueneberg reported that the Board must select (1) candidate for the CSDA Board of Directors. After discussion, Vice President Carrington motioned to elect Peter Kampa. Director Slade-Troutman seconded. **MOTION** passed with Director Garrett being absent.

17. Discussion and possible action, Location for Board meetings.

President Grueneberg discussed that with Station 84 being in the permit process the meeting room may not be available. After looking at various locations, the CHP office on McCourtney Road has a room available for use. Discussion took place and the Board agreed that was a good location to hold meetings.

18. Correspondence Log

18.A Thank you from Alta Sierra School, dated May 24, 2017.

18.B Report from the Citizens' Oversight Committee, dated June 6, 2017.

Thank you to Mr. Ulery and the Citizens' Oversight Committee for putting together a thoughtful report.

18.C Letter from Tim Unruh, SDRMA Candidate, received June 9, 2017.

CHIEF'S MONTHLY REPORT

Deputy Chief Funk reviewed the monthly report highlighting the response time of 3 minutes and 46 seconds and the swift water rescues that took place in the month of May. Deputy Fire Marshal McMahan reviewed his report and discussed the annual fire season guide being published the first week of July. Discussion took place on insurance coverage in Nevada County.

BOARD DISCUSSION

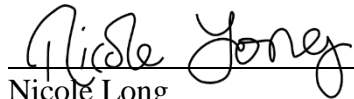
Chief Turner announced that Honorary Firefighter Dawson had passed away and a celebration of life will be held on July 2nd at Western Gateway Park in Penn Valley.

ADJOURNMENT

President Grueneberg adjourned the meeting at 7:27 p.m.

Attest:

Approved by:



Nicole Long
Board Secretary



Keith Grueneberg
President of the Board