

Nevada County Consolidated Fire District

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BOARD OF DIRECTORS MINUTES MAY 18, 2016

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

NCCFD DIRECTORS

Present: Grueneberg (President), Carrington (Vice President), Bass, Garrett, Hanson

STAFF:

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

STANDING ORDERS:

President Grueneberg called the meeting to order at 7:00 p.m. and Operation Support Long led in the pledge of allegiance.

CONSENT CALENDAR

1. Acceptance of Minutes – 4/21/16 and 5/4/16
2. Fund Balances and Check History Reports

Director Bass motioned to accept the consent calendar. Director Carrington seconded. **MOTION** passed unanimously with Director Knox and Director Nelson being absent.

*PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Per CA Government Code 54954.3

No public comment was made.

COMMITTEE REPORTS

STANDING COMMITTEES

FINANCE/BUDGET: Bass, Knox

PERSONNEL: Carrington, Hanson

AD HOC COMMITTEES

NEGOTIATIONS: Carrington, Hanson

BOARD POLICY AND PROCEDURES: Grueneberg

LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Garrett (Rep.), Turner (Alt.)

Negotiations: more to follow in this meeting.

JPA: meeting next week.

BUSINESS

OPEN SESSION

3. Discussion and possible action concerning 2016 Proposed CSDA Bylaws Updates.

After a brief discussion, Vice President Carrington motioned to approve the 2016 Proposed CSDA Bylaws Updates. Director Hanson seconded. **MOTION** passed unanimously with Director Knox and Director Nelson absent.

4. Discussion regarding the 2016/2017 preliminary budget.

Finance Manager Van Groningen reviewed the preliminary budget. He reported the following Revenue changes: 3% increase in secured taxes, 3% increase in the assessment, and 1.5% increase in the special tax. Discussion took place on expenses and the transfer of monies.

5. Discussion and possible action, Resolution 16-08, Transfer of Funds from Fund 722 to Fund 758.

Finance Manager Van Groningen reviewed the resolution to transfer funds from fund 722 to fund 758. The funds in 758 are reserved from the engine payment, but we will be utilizing a portion of them for design and remodel costs for station 84. Director Hanson motioned to adopt Resolution 16-08, transferring \$60,000.00 from fund 722 to fund 758. Director Garrett seconded. **MOTION** passed following a roll call vote with Director Knox and Director Nelson absent.

6. Discussion and possible action, Resolution 16-09, Transfer of Funds from Fund 734 to Fund 722.

Finance Manager Van Groningen reported that we had received the April installment of the special tax into the special tax fund and would like to transfer it to the operating budget. Director Hanson motioned to adopt Resolution 16-09, transferring \$349,022.64 from fund 734 to fund 722. Director Garrett seconded. **MOTION** passed following a roll call vote with Director Knox and Director Nelson absent.

7. Discussion and possible action, Resolution 16-10, Transfer of Funds from Fund 722 to Fund 758.

Finance Manager Van Groningen reported that we received funds over and above staff/personnel costs. He requests transferring the remainder of the funds for future payments for equipment and vehicles. Director Hanson motioned to adopt Resolution 16-10, transferring \$152,600.00 from fund 722 to fund 758. Vice President Carrington seconded. **MOTION** passed following a roll call vote with Director Knox and Director Nelson absent.

8. Discussion and possible action, Resolution 16-11, Budget reclassification from facility maintenance to capital purchase.

Finance Manager Van Groningen reported that the additional maintenance was not utilized and would like to reclassify funds to capital purchase for a copy machine. Director Hanson motioned to adopt Resolution 16-11 reclassifying \$15,000.00 from facility maintenance to capital purchase. Vice President Carrington seconded. **MOTION** passed following a roll call vote with Director Knox and Director Nelson absent.

9. Discussion and possible action, authorizing the Fire Chief or Designee to sign the audit engagement letter with Richardson & Company to perform the FY 2015/2016 Annual Audit.

Finance Manager Van Groningen reported that this is the 3rd year proposal with Richardson & Company and is the same as the prior year FY 2014/2015 annual audit. Director Hanson motioned to authorize Chief Turner sign the engagement letter. Vice President Carrington seconded. **MOTION** passed unanimously with Director Knox and Director Nelson absent.

10. Correspondence Log.

10.A Thank you from Bear River High School, dated May 2, 2016.

10.B E-mail from Triple AAA, thank you for assistance, dated May 5, 2016.

10.C E-mail from Chenoa Bell, Public Education Appreciation, dated May 6, 2016.

10.D Thank you from the Brinkman family, dated May 9, 2016.

10.E Thank you from Love in Nevada County dated May 9, 2016.

President Grueneberg reported that several favorable thank you letters for the staff was attached.

Chief's Monthly Report:

- Structure Fire – Honey Oil Lab
- Commercial Structure Fire
- Numerous Serious Vehicle Accidents
- Large Animal Rescue
- Station 84 – annexing into Nevada City discussion took place

Public Comment on Closed Session Items:

Per CA Government Code 54954.3

Nevada County Consolidated Fire District Resident, Rich Ulery, thanked the Board for placing closed session at the end of the meeting. Mr. Ulery also stated that during negotiations please be cautious with PERS as it has a negative impact on financial statement due to GASB 68 reporting. The Unions must help resolve the issue as CalPERS returns have not been good.

CLOSED SESSION

11. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Pursuant to CA Government Code Section 54956.8

Property: 13103 Ridge Road, Grass Valley, CA 95945

Agency negotiator: Gerald Funk

Negotiating Party: Mike Distefano

Under Negotiation: Price

12. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Pursuant to CA Government Code Section 54956.8

Property: 10095 E. Lime Kiln Road, Grass Valley, CA 95959

Agency negotiator: Gerald Funk

Negotiating Party: Mike Distefano

Under Negotiation: Price

- 13. CONFERENCE WITH REAL PROPERTY NEGOTIATOR**
Pursuant to CA Government Code Section 54956.8
Property: 13376 Quaker Hill Road, Nevada City, CA 95959
Agency negotiator: Gerald Funk
Negotiating Party: Mike Distefano
Under Negotiation: Price

- 14. CONFERENCE WITH LABOR NEGOTIATORS**
Pursuant to CA Government Code Section 54957.6
NCCFD Negotiators: Michael Lewis
Employee Organizations and Unrepresented Employees:
Local Firefighters Union 3800 representing the Non-Management Safety Employees

President Grueneberg reported out of closed session at 8:17 p.m. There have been no changes in the properties escrow status. The Board directed the Labor Negotiator how to proceed

BOARD DISCUSSION

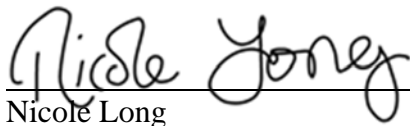
President Grueneberg mentioned the next meeting will be held on June 23, 2016.

ADJOURNMENT

President Grueneberg adjourned the meeting at 8:18p.m.

Attest:

Approved by:



Nicole Long
Board Secretary



Keith Grueneberg
President of the Board