

**SMITH VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTOR MINUTES  
June 16, 2011**

The following items were discussed and or approved from the agenda:

- 1.** The meeting was called to order at 1800 hours by President Hunewill.
- 2.** Board Members present were Frank Hunewill, Kitty Spencer and Mac Treasure. Chief Loveberg was present as well as several SVFPD members.
- 3. Review and adoption of agenda:** Director Spencer motioned to adopt the agenda as presented. Director Treasure seconds and all were in favor to adopt the agenda. The motion passed.
- 4. Approval of Minutes:**
  - The minutes from the last Board of Directors meeting on May 12, 2011 were submitted by President Hunewill for approval as written without any additions or corrections. Director Treasure motioned to approve the minutes as presented. Director Spencer seconds and all were in favor. The motion passed.
- 5. Community Input/Public Participation:**
  - None.
- 6. Accounts Payable:** Were presented for payment by President Hunewill:
  - a. Airgas \$32.47
  - b. Batteries Plus \$114.00
  - c. Burton's Fire Inc \$391.14
  - d. Chris Henning \$942.50
  - e. Chris Henning \$552.50
  - f. Chris Henning \$715.00
  - g. Florence Hunewill \$75.00
  - h. L N Curtis \$1,716.00
  - i. L N Curtis \$2,156.00
  - j. Life Assist \$1,768.32
  - k. Masse Performance \$113.94
  - l. Masse Performance \$1,052.77
  - m. Nu Systems \$126.00
  - n. Office Depot \$30.48
  - o. Renner Equipment \$121.40
  - p. Rob Loveberg \$9.63
  - q. Rob Loveberg \$11.77
  - r. Rob Loveberg \$246.68
  - s. Ron Menesini Petroleum \$913.78
  - t. Smith Valley Volunteer Fire \$40.00
  - u. Tom Spencer \$30.00
  - v. William W. Park \$28.28

w. Zoll Medical Corporation \$369.90

Director Spencer motioned to accept the accounts payable as reviewed and presented. Director Treasure seconds and all were in favor. The motion passed. The bills were paid as presented.

**7. Accounts Receivable:**

- Ambulance fees collected were \$123.00. See enclosed worksheet. Director Treasure motioned to accept the accounts receivable. Director Spencer seconds and all were in favor. The motion passed.

**8. Correspondence Received:**

- Walker River Irrigation District notice of an amended change application.

**9. Fire Chief's Report:**

- Bill W. Park continues to work on the fire engines.
- New battery charger/monitors are installed on B40 and both fire engines. BK hand held radios are in both engines and B40.
- U41 has been rewired to haul trailers the same as P42.
- Discussed last month's calls.
- Discussed the approaching Wildland season.
- We had excellent fire training for auto extrication the first two Saturdays in June.
- The Volunteers approved a new member trainee.

**10. Board Member Comments:**

- None.

**11. Discussion and possible action on the status and repair of District equipment:**

- All equipment in good repair.

**12. Discussion and possible action regarding use of Fire District Facilities by the public, liability insurance, and the disposition and use of the Central Fire Station building:**

- No new report this month.

**13. Discussion and possible action regarding any capital improvement projects for District buildings, grounds and facilities:**

**a. Discussion and possible action regarding a work contract for landscape maintenance at the fire stations:**

- The landscaping project will be moving forward.

**14. Discussion and possible action regarding the purchase of a new water tender:**

- The chassis should be delivered to Four Guys by June 20.

**15. Discussion and possible action regarding the new Brush Truck.**

- Chief Loveberg has the correct second bid. The two bids are very similar. Discussed the timetable of 4 to 6 weeks it would take to build.

**16. Discussion and possible action regarding the Volunteer Incentive Program:**

- Chief Loveberg has made some changes to the program. The Volunteers formed a committee and are working on the non monetary incentives.

**17. Discussion and possible action regarding the U.S. Forest Service and BLM Annual Operating Plan:**

- The U.S. Forest Service AOP has been signed and returned. Chief Loveberg has not seen the BLM AOP.

**18. Discussion and possible action regarding a variance for the SVFPD ambulance to use non-licensed personnel to drive:**

- Lyon County Fire Chiefs had a meeting with the Division of Health Administrator and discussed the use of non-licensed personnel to drive the ambulance. They want to work to fix the problem.

**19. Discussion and possible action regarding a contract for a part time training officer:**

- Chief Loveberg is working on a scope of services and will have a draft soon.

**20. Discussion and possible action regarding the renewal of the interlocal agreement between SVFPD and Lyon County about Chief Loveberg's emergency vehicle:**

- Chief Loveberg handed out an amended agreement. Changed to provide all fuel for District related use of the vehicle and provide \$50.00 per month toward regular maintenance of the vehicle. Lyon County has approved the agreement. Director Treasure motioned to accept the interlocal agreement as presented. Director Spencer seconds and all were in favor. The motion passed.

**21. Discussion and possible action regarding the interlocal agreement between Lyon County and the four Lyon County Fire Districts for response in the general county areas:**

- Reviewed and discussed the amended draft agreement with changes. Lyon County is in the discussion stage. We are waiting for them.

**22. Discussion and possible action regarding the Lyon County computer aided dispatch software and dispatch services:**

- No new report this month.

**23. Discussion and possible action regarding the approval of a merit increase for the Administrative Assistant:**

- Since the Board has designated the Fire Chief as the direct supervisor, Chief Loveberg asked to take over the decision of a merit increase so this would not have to come back before the board again. Discussed following the Lyon County employee policy. President Hunewill motioned to allow the Fire Chief to deal with the merit increase for the Administrative Assistant with the standard County merit increase of up to 2.5 percent and the Fire Chief will bring back the policy for the board to approve for future reference. Director Spencer seconds and all were in favor. The motion passed.

**24. Discussion and possible action regarding the approval of the SVFPD Debt Management Policy and Capital Improvement Program for Fiscal Year 2011/2012:**

- Chief Loveberg recommended the approval of the debt management policy which was prepared by the comptroller and meets the state's requirements. He also recommended the approval of the capital improvement program which meets the state's requirements. President Hunewill motioned to accept the SVFPD Debt Management Policy as presented. Director Treasure seconds and all were in favor. The motion passed. Director Treasure motioned to accept the Capital Improvement Program for Fiscal Year 2011/2012 as presented. Director Spencer seconds and all were in favor. The motion passed.

**25. Community Input/Public Participation:**

- None.

**26. Requests for items to be placed on future meeting agendas:**

- Request for Station heating and air conditioning maintenance estimates.

**27. Adjournment:** At 1910 hours by President Hunewill.

Respectfully submitted,

MH, Administrative Assistant