

**SMITH VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTOR MINUTES  
March 9, 2011**

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

1. The meeting was called to order at 1806 hours by President Hunewill.
2. Board Members present were Frank Hunewill and Kitty Spencer. 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. President Hunewill 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 February 10<sup>th</sup> 2011 were submitted by President Hunewill for approval as written. Director Spencer motioned to approve the minutes as presented. President Hunewill seconds and all were in favor. The motion passed. The minutes were approved as written without any additions or corrections.
5. **Community Input/Public Participation:**
  - Barry Stone from Affordable Propane Company in Yerington was introduced. He is here tonight to give his bid proposal to reduce propane costs for SVFPD.
  - No other public comments.
6. **Accounts Payable:** Were presented for payment by President Hunewill:
  - a. Airgas NCN \$32.74
  - b. Bound Tree Medical \$46.73
  - c. Bound Tree Medical \$39.53
  - d. Florence Hunewill \$75.00
  - e. L.N. Curtis & Sons \$877.48
  - f. Nu Systems Inc \$126.00
  - g. Office Depot \$464.35
  - h. Renner Equipment \$8.44
  - i. Renner Equipment \$220.83
  - j. Smith Valley Volunteer Fire \$51.85
  - k. South Lyon Medical \$100.00
  - l. The Parts House \$10.10
  - m. Tom Spencer \$36.39
  - n. VFIS \$1334.00
  - o. Wells Fargo Payment Center \$284.56

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

**7. Accounts Receivable:**

- Ambulance fees collected were \$2,643.48. See enclosed worksheet. Director Spencer motioned to accept the accounts receivable. President Hunewill seconds and all were in favor. The motion passed.
- Patient HL is deceased with a patient balance of \$2891.04. Discussed his financial situation over the past two years. Director Spencer motioned to write off the patient balance due to financial difficulties. President Hunewill seconds and all were in favor. The motion passed.

**8. Correspondence Received:**

- None.

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

- Chief Loveberg thanked the members for volunteering their time on our current projects.
- Continuing to work on grant projects. The BLM wants to audit the 2010 Rural Wildland grant.

**10. Board Member Comments:**

- None.

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

- The new engine has been taken to the body shop for painting. All other 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:**

- No new report on the landscape maintenance contract.
- Still need to schedule asphalt sealing.

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

- They are still working on the water tender. Chief Loveberg has had no new report from the company.

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

- No progress on the brush truck since last month. Chief Loveberg mentioned the need to get rebids on the cabinets to meet the State bidding requirements.

**16. Discussion and possible action regarding BLM Community Assistance Biomass funds in the amount of \$35,000.00 to establish and operate a Hazardous Fuels Reduction Program for private property within the Fire District:**

- The dump trailers are in use. Bill W. Park gave an update on the program and the use of trailers.

**21. Discussion and possible action regarding changing the District's propane carrier:**

- President Hunewill moved this item up to follow item 16. Tom Spencer gave a presentation on lowering the cost of propane if the District changes to Affordable Propane Company. See enclosed hand out. Also discussed servicing the station's HVAC systems annually. Affordable Propane does not offer that service. Mr. Spencer will put together a separate presentation on servicing the HVAC system at a later date. Discussed what Affordable Propane would offer and Mr. Stone's donation of the propane tanks. President Hunewill would like to have documentation that the tanks would be owned by the District. President Hunewill motioned to accept the offer by Affordable Propane Company with written documentation that the propane tanks actually belong to the District with further investigation for a service maintenance contract. Director Spencer seconds and all were in favor. The motion passed.

**17. Discussion and possible action regarding the 2011/2012 Budget.**

- President Hunewill stated we will be discussing items 18, 22, 23 and 24.
- Chief Loveberg discussed the estimated \$5,000.00 loss in revenue for the upcoming budget. Lyon County voted to start charging the special Districts for services. We will be charged \$3,800.00 for Comptroller and Human Resources services. Chief Loveberg discussed four different budget alternatives. See enclosed budget worksheet. Chief Loveberg discussed changes in the Incentive and Uniform programs. The Chief proposed a \$25.00 increase in uniform allowance for all categories. Also discussed the differences in hiring a part time training officer as an employee verses contract hire. Discussed the increase in property tax rate of 1.08 cents which would add approximately \$7,000.00 to the budget. Chief Loveberg recommended to the Directors to increase the tax rate.
- Item 24-Director Spencer motioned to approve the property tax rate increase of the District to 1.08 cents. President Hunewill seconds and all were in favor. The motion passed.
- Chief Loveberg discussed the current interlocal agreement between SVFPD and Lyon County regarding the Chief's use of his emergency vehicle; \$300.00 towards maintenance and 7.5 gallons of fuel per week plus District business. Will continue this discussion next month. President Hunewill mentioned that absentee Director Treasure, with limited information at the time President Hunewill spoke with him, was not in favor of hiring a part time training officer. The Directors felt it would be a good idea to budget for the training officer as contract for

hire. There was further discussion and modifications to alternate 3 of the preliminary tentative budget worksheet. President Hunewill motioned to accept the Chief's proposed alternate 3 tentative budget with the recent modifications. Director Spencer seconds and all were in favor. The motion passed.

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

- Discussed above in item 17. Chief Loveberg will revise the incentive program based on the modified approved tentative budget.

**19. Discussion and possible action regarding the U.S. Forest Service and BLM annual operating plan:**

- No new information this month.

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

- No new information the month.

**22. Discussion and possible action regarding a part time training officer employee position or contract worker:**

- Discussed above in item 17.

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

- Discussed above in item 17.

**24. Discussion and possible action regarding the possible increase in the property tax rate by 1.08 cents:**

- Discussed and motion passed above in item 17.

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

- None.

**26. Adjournment:** At 2020 hours by President Hunewill.

Respectfully submitted,

MH, Administrative Assistant