

**SMITH VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTOR MINUTES
July 14, 2011**

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

1. The meeting was called to order at 1817 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 June 16, 2011 were submitted by President Hunewill for approval as written without any additions or corrections. Director Spencer motioned to approve the minutes as presented. President Hunewill 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. 4 Guys \$117,083.00
 - b. Burton's Fire Inc \$91.20
 - c. Drews Boots \$1,315.00
 - d. FAIRA \$10,530.00
 - e. Florence Hunewill \$75.00
 - f. Frank Hunewill \$708.59
 - g. Frank Hunewill \$25.00
 - h. Jose Verdugo Lawn Care \$264.00
 - i. L N Curtis & Sons \$3,817.37
 - j. L N Curtis & Sons \$242.00
 - k. L N Curtis & Sons \$312.00
 - l. L N Curtis & Sons \$9,950.30
 - m. Lambda Communications \$101.72
 - n. Masse Performance \$108.05
 - o. NC Auto Parts \$19.33
 - p. On The Side Graphics \$752.13
 - q. Renner Equipment \$36.91
 - r. Renner Equipment \$5.56
 - s. Renner Equipment \$10.78
 - t. Renner Equipment \$26.98
 - u. Ron Menesini Petroleum \$878.78
 - v. Ross Equipment Co. \$706.78

- w. Smith Valley Volunteer Fire \$30.00
- x. Valley Radio Service \$149.25
- y. William W. Park \$94.36
- z. William W. Park \$127.54
- aa. Witmer Public Safety Group \$214.45
- bb. Yerington Auto Parts \$43.55
- cc. Michael Bryan \$110.00
- dd. Jeff Feyma \$430.00
- ee. Kim Gattuso \$255.00
- ff. Jim Hardison \$190.00
- gg. Marlene Hardison \$320.00
- hh. Frank Hunewill \$165.00
- ii. Robert Loveberg \$415.00
- jj. Charles Mann \$105.00
- kk. Michael Nuti \$200.00
- ll. William A. Park \$330.00
- mm. William W. Park \$445.00
- nn. Tom Spencer \$360.00
- oo. Robert Tolan \$455.00
- pp. Jose Verdugo \$110.00
- qq. Travis Walker \$350.00
- rr. Margaret Wright \$160.00
- ss. Tim Wright \$19.50

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 \$2,668.23. See enclosed worksheet. President Hunewill motioned to accept the accounts receivable. Director Spencer seconds and all were in favor. The motion passed.

8. Correspondence Received:

- Public Agency Compensation Trust end of year payroll audit results and PACT assessments for Fiscal Year 2011/2012.

9. Fire Chief's Report:

- Discussed last month's calls.
- Smith Valley Volunteer Fire Steak BBQ event was a success.
- The District is now funding the Volunteer incentive since the SAFER grant has ended.
- The Volunteer's will now need a purchase order when using their uniform allowance.
- The Quad Counties for Fire (Carson City, Douglas, Lyon and Storey) have approved common radio ID for numbering and unit designation. It should go into effect in the next three months. We will have to change medic to rescue and rescue to squad.

- Lyon County may be interested in selling the Chief's old car he used to the District. They have not decided on a price yet.
- We have been having training on the Rhino and the new engine.
- No fire restrictions are in effect yet.

10. Board Member Comments:

- Director Spencer presented William W. Park with a Certificate of Appreciation for all of his endless and hard work on the apparatus.

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

- Chief Loveberg discussed the new battery charger on B40 and the new engine. The Volunteers have purchased some new equipment for apparatus such as a positive pressure ventilation fan and new hose for the new engine. Utility 41 has a new battery. Medic 40 lost engine power on a call but it has been repaired. 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:

- Tom Spencer has taken over getting bids for landscaping maintenance. He asked the Board if he could have until next month to review the bids.

b. Discussion and possible action regarding annual heating and air conditioning maintenance estimates for the fire stations:

- Tom Spencer contacted six companies and three responded. See enclosed quotes to service the heating and air conditioning equipment annually. Discussion on the different companies and their quotes. Director Spencer motioned to accept the bid and services as presented to us from Hardesty's General Repair to provide services and to replace the thermostats if necessary. President Hunewill seconds and all were in favor. The motion passed.

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

- The chassis has been delivered. 4 Guys will provide a Certificate of Origin after we pay for the chassis which will save the District a couple of thousand dollars. They are installing the pump now. Chief Loveberg recommended we send someone to their facility to inspect the tender.

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

- Chief Loveberg has been talking to Highway Products and will be moving forward to accept their bid.

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

- Chief Loveberg has completed the final version. See enclosed incentive for 2011/2012. Director Spencer motioned to approve the incentive program for 2011/2012 as presented in final form. President Hunewill seconds and all were in favor. The motion passed.

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

- Chief Loveberg has received the BLM AOP draft and it is close to being finished.

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

- No new report this month.

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

- Chief Loveberg is still finishing the draft for scope of services.

20. 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:

- This is still in the discussion stage. The four Fire Districts are working on making changes.

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

- Dispatch is planning to install the new software in November.

22. Community Input/Public Participation:

- None.

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

- None.

27. Adjournment: At 1906 hours by President Hunewill.

Respectfully submitted,

MH, Administrative Assistant