

**SMITH VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTOR MINUTES
December 12, 2013**

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

1. The meeting was called to order at 18:15 hours by President Spencer .
2. Board Members present were President Spencer and Director Hunewill. Chief Loveberg was present as well as several SVFPD members. Also present was special guest Jim Sciarani of Sciarani & Company.
3. **Review and adoption of agenda:** Director Hunewill moved to adopt the agenda as presented. President Spencer seconded, and all were in favor. The motion passed.
4. **Presentation of Annual Financial Report the the year ending June 30, 2013 by Mr. Jim Sciarani of Sciarani & Co.:** Jim Sciarani presented the Annual Financial Report. It was completed slightly earlier this year. The purpose of the Report is to give an opinion on our financial statements. Reviewed history of fund balances; reviewed balance sheet – liquid assets, liabilities, income and expenses compared to FY 2012. Mr. Sciarani commended the Board on the conservative fiscal approach. He considered this a good report, with an overall increase in assets. (See enclosed attachment.)
5. **Approval of Minutes**
 - The minutes from the last Board of Directors regular meeting on November 14, 2013 were submitted by President Spencer for approval as written without any additions or corrections. President Spencer moved to approve the minutes as presented. Director Hunewill seconded, and all were in favor. The motion passed.
6. **Public Comments and Discussion:**
 - None
7. **Accounts Payable:**
 - a. Catseye Pest Control \$180.00
 - b. Grainger \$120.56
 - c. Lambda Communications \$145.00
 - d. IAFC \$279.00
 - e. L.N. Curtis & Sons \$6,410.15 (\$4274.70 for new Brush 40)
 - f. Margaret Wright \$75.00
 - g. Nevada Division of Forestry \$2,500.00
 - h. NU-Systems, Inc. \$126.00
 - i. RAM Software Systems, Inc. \$1,075.00
 - j. Office Depot \$71.45
 - k. Renner Equipment Company \$158.06
 - l. Ron Menesini Petroleum Products \$869.78
 - m. Rob Loveberg \$34.25
 - n. Smith Valley Volunteer Fire \$15.00

- o. Smith Valley Volunteer Fire \$45.00
- p. Uniformity of Nevada LLC \$99.98
- President Spencer moved to accept the accounts payable as reviewed and presented. Director Hunewill seconded, and all were in favor. The motion passed. The bills were paid as presented.

8. Accounts Receivable:

- Ambulance fees collected were \$2356.12. See enclosed worksheet. Also received was a check for \$1,432.56 from the new dairy for a Plan Review Fee. President Spencer moved to accept the accounts receivable. Director Hunewill seconded, and all were in favor. The motion passed.
- Administrative Assistant Summer Walker presented a list of 2011 collections to be written off as bad debt in the amount of \$4,329.17. President Spencer moved to write off these collections as bad debt. Director Hunewill seconded, and all were in favor. The motion passed.

9. Correspondence Received:

- None

10. Fire Chief's Report:

- Reviewed a few details of the Smith Valley dairy's plans for their new structure. Chief Loveberg and the plans checker are currently reviewing the plans that were submitted.
- The new Wildland Engine (Brush 40) is currently being outfitted for service. Many of the tools have been mounted, and the radio is partially done. The task book is being completed.
- Salvaged Engine 41 is awaiting East Fork's return call to arrange delivery. Utility 41 is ready to be salvaged. Chief Loveberg is checking around to see if any other volunteer department can use it.
- The Assistant Chief position is open until filled. Will be interviewing 2 applicants in January.
- Chief Loveberg reviewed last month's calls. We are currently at 130 for the year.
- The House and Senate are working on a bill to clarify the Healthcare laws regarding volunteer departments, that they not be required to provide health insurance to nominally compensated volunteers.
- We will be working on the new budget in the near future.
- Our Volunteers Christmas dinner is scheduled for next Wednesday, the 18th at the Heyday Inn.

11. Board Member Comments:

- Director Hunewill was approached by a community member requesting that a member of SVFPD or the SVFPD Board of Directors serve as a member of the Parks & Recreation Board for better utilization of water systems

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

- The radio in Squad 40 was checked, and the speakers were working at the time. Chief Loveberg suspects there may be a short.

- Chris Henning is coming out this Saturday to work on Tender 40's charging system and Tender 42's throttle rod.
- Director Hunewill asked that he take a look at the driver door on Tender 40.

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

- None

14. Discussion and possible action regarding the Strategic Plan update:

- Chief Loveberg is still working on coordinating schedules with Assistant Chief Hardison.

15. Public Comment:

- None

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

- None

17. Action to adjourn:

- President Spencer moved to adjourn. Director Hunewill seconded, and all were in favor. The motion passed, and the meeting was adjourned at 19:06.

Respectfully submitted,

SW, Administrative