

**SMITH VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTOR MINUTES
October 10, 2013**

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

- 1.** The meeting was called to order at 18:00 hours by Director Hunewill.
- 2.** Board Members present were President Spencer and Director Hunewill. Chief Loveberg was present as well as several SVFPD members.
- 3. Review and adoption of agenda:** Director Hunewill moved to adopt the agenda as presented. President Spencer seconded and all were in favor to adopt the agenda. The motion passed.
- 4. Approval of Minutes:**
 - The minutes from the last Board of Directors regular meeting on September 12, 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.
- 5. Public Comments and Discussion:**
 - None
- 6. Accounts Payable:** Were presented for payment by Director Hunewill:
 - a. Accolades Trophies, Engraving & Gifts \$127.40
 - b. Catseye Pest Control \$180.00
 - c. Home Depot Credit Services \$30.63
 - d. John Tom Spencer \$398.00
 - e. Lambda Communications \$13,593.60
 - f. North Lyon County Fire Protection District \$1750.00
 - g. NU-Systems Inc. \$2409.08
 - h. Renner Equipment \$33.85
 - i. Ron Menesini Petroleum Products \$697.10
 - j. Smith Valley Volunteer Fire \$25.00
 - k. Travis Walker \$307.00
 - l. Uniformity of Nevada LLC \$229.97
 - m. William W Park \$268.92
 - n. Yerington Auto Parts \$269.94

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

- 7. Accounts Receivable:**
 - Ambulance fees collected were \$4048.81. See enclosed worksheet. President Spencer moved to accept the accounts receivable. Director Hunewill seconded and all were in favor. The motion passed.
- 8. Correspondence Received:**

- None

9. Fire Chief's Report:

- We have prepared a news release and public notice to lift fire restrictions next Wednesday, Oct. 16, 2013.
- Next month we will bring current burn regulations before the Board for review / approval. It has been approximately 2 years since we have made changes.
- The new wildland engine is still under construction. No updates or new pictures recently. We are unsure of the completion date.
- Discussed last month's calls.
- Thanks to everyone who participated in our Fire Prevention Week event at Smith Valley Elementary School.
- Open House is scheduled for Wed, Oct. 16th from 6-8 pm.
- We had a booth at Smith Valley Fun Days; volunteers handed out materials and made address signs.
- Our Commercial / Residential Burn Regulations have been translated to Spanish.

10. Board Member Comments:

- Director Hunewill also thanked everyone who participated in the Fire Prevention Week event at the school.
- Director Hunewill suggested we submit a new press release to clarify the details of our Fuels Reduction Program (trailer) to clear up any misconception in the community regarding the Program.

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

- The radio in Squad 40 and the charging display in Tender 40 still need repair.
- Decals have been removed from the surplus equipment.

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

- None

13. Action to adopt revisions to the Ambulance Attendant Transport Monetary Incentive Schedule of the Volunteer Incentive Program Fiscal Year 2013/2014.

- Chief Loveberg drew attention to page 4 of the document. The pay scale previously approved was below minimum wage of \$8.25. The wage for Ambulance Attendant Driver will be raised to \$8.25. There will be no monetary incentive for volunteers who are not meeting "regular" participation requirements. We will submit time sheets to correct the shortage on the prior amounts paid. Director Hunewill moved that we adopt the revisions as presented. President Spencer seconded. All were in favor, and the motion passed.

14. Action to approve an Amendment to the Contract for Services of Independent Contractor for custodial services.

- The start date on the original contract was October 1, 2013. However, Ms. Wright was available to begin before this date and performed the service prior to October 1. President Spencer moved that we approve the amendment to the Contract. Director Hunewill seconded, and all were in favor. The motion passed.

15. Discussion and possible action regarding the Strategic Plan update.

- Chief Loveberg has received the documentation. He asked the Board to reconsider the apparatus schedule for the future; unsure if we should replace the Type 4 brush engine in 2014. He recommended revising the details of this portion of the Strategic Plan.

16. Public Comment:

- None

17. Requests for items to be placed on future meeting agendas (no action taken)

- Ron Melen will be prepared to do an RC1 presentation next month regarding the Community Wildfire Risk Assessment.
- Review Open Burning Regulations

18. Action to adjourn:

- President Spencer moved to adjourn the meeting at 18:37 hours. Director Hunewill seconded, and all were in favor. The motion passed.

Respectfully submitted,

SW, Administrative Assistant