

**SMITH VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTOR MINUTES
September 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 Director Hunewill.
- 2.** Board Member present was Director Hunewill. Director Lommori attended by phone. 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. Director Lommori 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 August 8, 2013 were submitted by Director Hunewill for approval as written without any additions or corrections. Director Hunewill moved to approve the minutes as presented. Director Lommori seconded and all were in favor. The motion passed.
 - The minutes from the special meeting on August 29, 2013 were submitted by Director Hunewill for approval as written without any additions or corrections. Director Hunewill moved to approve the minutes as presented. Director Lommori 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. Batteries Plus \$49.00
 - b. Catseye Pest Control \$180.00
 - c. Chris Henning \$650.00
 - d. Galls \$109.93
 - e. Hanson Technology \$117.50
 - f. Jim Hardison \$86.00
 - g. Life Assist Inc. \$406.02
 - h. Masse Performance \$48.66
 - i. Nevada Division of Forestry \$2500.00
 - j. NU-Systems Inc. \$231.75
 - k. Office Depot \$106.34
 - l. Relm Wireless \$709.57
 - m. Rob Tolan \$34.30
 - n. Ron Menesini Petroleum \$721.10
 - o. Smith Valley Volunteer Fire \$46.00
 - p. The Parts House \$97.45
 - q. Travis Walker \$277.67

- r. Valley Radio Service \$126.80
- s. Uniformity of Nevada LLC \$201.46
- t. Verdugo Lawn Care \$200.00
- u. Yerington Auto Parts \$7.39

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

7. Accounts Receivable:

- Ambulance fees collected were \$532.15. See enclosed worksheet. Director Hunewill moved to accept the accounts receivable. Director Lommori seconded and all were in favor. The motion passed.

8. Correspondence Received:

- None

9. Fire Chief's Report:

- Discussed last month's calls.
- We had a worker's compensation claim for a volunteer who was injured at Station 40. The volunteer is doing well. Our worker's compensation insurance is covering the costs.
- Updated on the Assistant Chief position. We have 3 applications, but would like to extend the deadline for another 30 days in hopes of receiving additional applications.

10. Board Member Comments:

- None

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

- Repaired airbrakes in Tender 42.
- Service completed on Utility 40.
- The radio in Squad 40 and the charging display in Tender 40 still need repair.
- Working on decommissioning Engine 41 and Tender 41.

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

- None

13. Action to surplus District equipment consisting of Hurst, power unit, spreaders, and cutters.

- Chief Loveberg will send an email to the State Fire Marshall, to be circulated to Nevada Fire Departments / Districts to see if there is a local need for this equipment. He will bring the information back to the Board for a final decision.
- Director Hunewill moved to surplus District equipment consisting of Hurst, power unit, spreaders, and cutters to an available Fire Department / District if possible. If not, we will consider auction. Director Lommori seconded and all were in favor. The motion passed.

14. Action to approve changing cardholders for the District's credit card to the Administrative Assistant and District Fire Chief.

- Director Hunewill moved to cancel the existing card, currently in his name, and reissue to Summer Walker, Administrative Assistant and Rob Loveberg, District Fire Chief. Director Lommori seconded and all were in favor. The motion passed.

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

- Since President Spencer was not present, this item was postponed until next meeting.

16. Action to review letter of interest by Margaret Wright and approve a contract for custodial services.

- We hope to receive a written notice from the current custodian to terminate her contract. However, we have received verbal notice.
- Director Hunewill moved to accept and approve the contract from Margaret Wright as written. Director Lommori seconded and all were in favor. The motion passed.

17. Action to adopt the Volunteer Incentive Program for FY 2013/2014.

- Chief Loveberg explained the proposed change. If approved, there will be a monetary incentive for ambulance attendants who transport a patient out of District. This will require completion of a time sheet in order to be paid. Funds for this change are already budgeted under salaries. This is in addition to other monetary incentives. Change will be retroactive to 1 July 2013.
- Director Hunewill moved to approve and adopt the Volunteer Incentive Program for FY 2013/2014 as presented. Director Lommori seconded and all were in favor. The motion passed.

18. Public Comment:

- None

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

- None

20. Action to adjourn:

- Director Hunewill moved to adjourn the meeting at 18:48 hours. Director Lommori seconded and all were in favor. The motion passed.

Respectfully submitted,

SW, Administrative Assistant