

**SMITH VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTOR MINUTES
March 13, 2014**

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

1. The meeting was called to order at 18:04 hours by President Spencer .
2. Board Members present were President Spencer, 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. President Spencer seconded, and all were in favor. The motion passed.
4. **Approval of Minutes**
 - The minutes from the last Board of Directors regular meeting on February 13, 2014 were submitted by President Spencer for approval as written without any additions or corrections. Director Hunewill moved to approve the minutes as presented. President Spencer seconded, and all were in favor. The motion passed.
5. **Public Comments and Discussion:**
 - Ron Melen updated the Board on the completed Wildfire Fuels Assessment/Fuels Reduction/Maintenance Plan for Smith Valley.
6. **Accounts Payable:**
 - a. ABE Printing & Copy Center \$45.00
 - b. Allstar Fire Equipment \$264.01
 - c. Catseye Pest Control \$360.00
 - d. Chris Henning \$325.00
 - e. Duane T. Lemos \$700.00
 - f. Giomi, Inc. \$136.30
 - g. John Thomas Spencer \$181.12
 - h. Kim I Gattuso \$64.00
 - i. Lambda Communications Inc. \$275.10
 - j. Life-Assist \$663.45
 - k. Michael Bryan \$69.50
 - l. Nevada Division of Forestry \$2500.00
 - m. NU-Systems, Inc. \$126.00
 - n. Quill Corporation \$458.98
 - o. Quill Corporation \$13.86
 - p. Quill Corporation \$60.26
 - q. Renner Equipment \$104.88
 - r. Ron Menesini Petroleum Products \$458.69
 - s. Smith Valley Volunteer Fire Rescue Inc. \$20.00
 - t. Wells Fargo \$550.00
 - u. Wells Fargo \$1234.87
 - v. William A Park \$247.50
 - w. William A Park \$216.84
 - x. Yerington Auto Parts \$67.73
 - 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.

7. Accounts Receivable:

- Ambulance fees collected were \$2,995.68. See enclosed worksheet. President Spencer moved to accept the accounts receivable. Director Lommori seconded, and all were in favor. The motion passed.

8. Correspondence Received:

- None

9. Review and approval of the Volunteer Incentives Program for Fiscal Year 2014/2015 including revision of the Ambulance Attendant Transport Incentives Schedule:

- Chief Loveberg shared that everything will remain the same except a revision to the Ambulance Attendant Incentive. EMT's will increase to \$25 per call, and the report writer will increase to \$37.50 per call for the regular level. EMT's will increase to \$10 per call, and the report writer will increase to \$12.50 per call for minimum level.
- President Spencer moved to approve the Volunteer Incentives Program for Fiscal Year 2014/2015 including revision of the Ambulance Attendant Transport Incentives Schedule, effective July 1 2014. Director Hunewill seconded, and all were in favor. The motion passed.

10. Review and approval of a revision of the Uniform Allowance Program Schedule for Fiscal Year 2014/2015.

- Chief Loveberg recommended this increase to better reflect the cost of uniforms. It will become effective July 1, 2014.
- Director Hunewill moved to approve the revision of the Uniform Allowance Program Schedule for fiscal Year 2014/2015. Director Lommori seconded, and all were in favor. The motion passed.

11. Review and approval of a revision of the wage scale steps for the Assistant Chief – Training, Health & Safety Position.

- The Board previously approved a 5 step scale. Chief Loveberg discussed the advantages and disadvantages of the 5 step scale, and discussed options for additional steps.
- Director Hunewill moved to adopt a 9 step wage scale on the condition that Chief Loveberg can confirm that we will be able to increase more than one step per year if desired.
- President Spencer seconded the motion, and all were in favor. The motion passed.

12. Discussion and possible action on the tentative District budget for the Fiscal Year 2014/2015.

- The budget is based on the Board approving a tax increase of 0.0245.
- Chief Loveberg recommended we increase Fire Training to \$10,000 due to a new Assistant Fire Chief/Training Officer.
- President Spencer moved to approve the tentative District budget with the change to the Fire Training. Director Hunewill seconded, and all were in favor. The motion passed.

13. Discussion and approval of an increase of the District tax rate in the amount of the preliminary allowable increment of 0.0245 to a 0.4006 total tax rate.

- Chief Loveberg recommended a tax increase of 0.0245 per year. This does not take into account caps. This will amount to approximately \$4500 per year for the District.
- Director Lommori asked that we seek ways to cut the budget and ideas for other revenue sources in the future.

- Director Hunewill moved to increase taxes by 0.0245 per year. President Spencer seconded, and all were in favor. The motion passed.

14. Discussion and possible action regarding the future purchase of a structure engine and water tender.

- Chief Loveberg has been researching possible engines for purchase.
- We may be able to borrow an engine from East Fork temporarily if needed.

15. Fire Chief's Report:

- Notary services are now available to the community at Station 40.
- We are working with Flyers to set up an account for travel fuel.

16. Board Member Comments:

- President Spencer discussed the area where we dispose of vegetative waste (the pit). The concern from NDOT is that it is not being packed / ground appropriately.
- Chief Loveberg is currently working on bids for a contractor to come and grind the waste. He will contact NDOT to inform them of our progress.

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

- The phone system on Brush 42 was recently repaired.

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

- We may need an air compressor and lines for Station 41.
- We have bids for concrete block ceiling and shelving upstairs in Station 40.

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

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

20. Public Comment:

- None

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

- None

22. 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 19:45.

Respectfully submitted,

SW, Administrative