

**SMITH VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTOR MINUTES
October 9, 2014**

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

1. The meeting was called to order at 18:00 hours by President Spencer.
2. Board Members present were President Spencer and Director Hunewill. Chief Loveberg was present as well as one SVFPD member. Community member Kristin Myers was also present.
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 September 11, 2014 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:**
 - a. ABC Fire \$1,215.00
 - b. Catseye Pest Control \$360.00
 - c. Catseye Pest Control \$360.00
 - d. Chris Henning \$520.00
 - e. Duane T. Lemos \$237.50
 - f. Flyers Energy LLC \$55.22
 - g. GCR Tires & Service \$3,911.26
 - h. Home Depot Credit Services \$51.61
 - i. John Tom Spencer \$89.00
 - j. Life-Assist \$213.45
 - k. LN Curtis & Sons \$2,701.00
 - l. Margaret Wright \$100.00
 - m. Margaret Wright \$100.00
 - n. NC Auto Parts \$47.04
 - o. On the Side Graphics \$86.00
 - p. Renner Equipment \$69.08
 - q. Rob Loveberg \$240.00
 - r. Ron Menesini Petroleum Products \$603.07
 - s. Silver State International \$119.62
 - t. Steven Adams \$44.50
 - u. Stryker Sales Corporation \$6,221.00
 - v. The Parts House \$345.55
 - w. Travis Walker \$89.00
 - x. True Value Hardware \$12.45
 - y. Valley Collision Center \$1,268.80
 - z. Verdugo Lawn Care \$200.00
 - aa. Wells Fargo Bank \$1,757.04
 - bb. Wells Fargo Bank \$25.42

- 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 \$3,439.25. We also received \$93.06 for plan review fees and \$1061.47 in reimbursements from SVVFR. 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. Discussion and possible action to approve the expenditure of funds for equipment, supplies, accessories, and related expenses for needed repairs and improvements to the 1996 International/Central States Type 1 Engine.

- Chief Loveberg updated the Board on repairs and improvements completed since the last meeting. The new tires are mounted and the warning light has been installed. He is still working on quotes for additional items discussed.

10. Discussion and possible action regarding the resignation of Jeff Lommori from the Smith Valley Fire Protection District Board of Directors and appointment of a qualified elector to fill the vacancy on the Board, with a term expiring January 2, 2017.

- We received a letter of resignation from the Smith Valley Fire Protection District, effective immediately, from Director Jeff Lommori dated September 25, 2014 (see enclosed).
- We advertised the open position in the Mason Valley News and our website. We also posted notices at our stations and on several bulletin boards in Smith Valley. Applications were available on our website and at Station 40.
- We have received one application from Kristin Myers.
- President Spencer read Director Lommori's resignation letter into the minutes.
- President Spencer moved to acknowledge and accept Director Lommori's resignation as presented. Director Hunewill seconded, and all were in favor. The motion passed.
- Director Hunewill moved to accept Kristin Myer's letter of interest and application (see enclosed) and to appoint Kristin Myers to serve on the Board of Directors for the Smith Valley Fire Protection District to complete the remainder of Jeff Lommori's term. President Spencer seconded, and all were in favor. The motion passed.

11. Discussion and Possible Action regarding the purchase of a Zoll AutoPulse and accessory package:

- We have a quote from Zoll Medical to purchase a used AutoPulse for use in Rescue 42. Due to an error with a warranty claim, the unit has been in use in Rescue 40 since 2012. The total purchase price is \$10,329.60. This expense can come out of Capital since the equipment is over \$10,000. We are looking into grant options to help offset the cost of the unit. The Volunteers have voted to contribute up to \$5000 toward the purchase.
- President Spencer moved to purchase the Zoll AutoPulse and accessory package. Director Hunewill seconded, and all were in favor. The motion passed.

12. Discussion and Possible Action to adopt revisions to the Volunteer Incentives Program Fiscal Year 2014/2015:

- It has come to Chief Loveberg's attention that the "non-monetary" portion of our Volunteer Incentive Program may not comply with NRS regarding income tax withholding. Items purchased that could be used for personal use rather than specifically for District use should be treated as taxable income. Chief Loveberg is working to obtain more specific guidelines.
- Chief Loveberg proposed that we change the program to comply with income tax withholding requirements. He presented a draft reflecting the proposed changes (see enclosed).
- We will pull previous years' records to determine how much non-monetary money was left unused.
- President Spencer moved that we continue the discussion until next month, giving the Volunteers time to review and discuss the proposed changes. Director Hunewill seconded, and all were in favor. The motion passed.

13. Fire Chief's Report:

- This is National Fire Prevention Week. Our Volunteers visited Smith Valley Elementary School today and did a fire prevention program with the students. We had good participation, and it went very well.
- November 2nd is the end of Daylight Savings Time; it's a good time to check batteries in smoke detectors and carbon monoxide detectors.
- The upgrades to the Stryker equipment have been completed.
- Fire restrictions are still in effect. We hope to lift them within a couple of weeks if temperatures decrease and humidity increases.
- Verizon Wireless has reached out to us regarding the placement of a tower on the Station 40 property. Chief Loveberg has separated himself from dealing with this issue because of his position at Lyon County. Asst. Chief Eder is heading up those discussions and negotiations.
- We have been working over the last few years to improve our ISO rating, but progress has been slow. Asst. Chief Eder has put together a 3-year plan to improve the rating significantly. This may reduce fire insurance premiums for homeowners in our District.
- We are at 76 calls for the year, which is significantly less than our average.

14. Board Member Comments:

- President Spencer thanked the Volunteers for representing the District at Smith Valley Fun Days. She also thanked the Volunteers for visiting the school today.
- President Spencer welcomed Kristin Myers to the Board of Directors.

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

- The valve on Brush 42 is being repaired.
- We are still working on the radio in the Squad.

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

- We have a quote for painting the roll-up doors at Station 40 for about \$600. Asst. Chief Park recommended that we get a quote for painting the man doors also. He also recommended we choose a lighter color for durability.
- Still working on the drainage issue in the front of Station 40.
- Asst. Chief Park recommended we relocate the pine trees by the sign at Station 40 and replace with shrubs. The trees will be too large in a few years.

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

- We are still working on changes to the Strategic Plan.

18.Public Comment:

- None

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

- Elect officers for the Board of Directors due to the changes.

20.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 18:58.

Respectfully submitted,
SW, Administrative Asst.