

**SMITH VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTOR MINUTES
April 9, 2015**

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 Myers. Chief Loveberg was present as well as several SVFPD members. Ron Melen, Smith Valley Conservation District was also present.
3. **Review and adoption of agenda:** President Spencer moved to adopt the agenda as presented. Director Myers seconded, and all were in favor. The motion passed.
4. **Approval of Minutes**
 - The minutes from the last Board of Directors regular meeting on March 12, 2015 were submitted by President Spencer for approval as written with no additions or corrections. President Spencer moved to approve the minutes as presented. Director Myers seconded, and all were in favor. The motion passed.
5. **Public Comments and Discussion:**
 - a. None.
6. **Accounts Payable:**
 - a. 4 Guys Inc. \$183.00
 - b. Ahern \$42.49
 - c. Burton's Fire \$110.54
 - d. Chris Henning \$585.00
 - e. Hanson Technology \$172.50
 - f. LN Curtis & Sons \$84.00
 - g. Margaret Wright \$100.00
 - h. NU-Systems Inc. \$105.75
 - i. Reporting Systems, Inc. \$1,668.00
 - j. Silver State International \$20.29
 - k. Smith Valley Garage \$21.76
 - l. The Parts House \$28.14
 - m. Wells Fargo Bank \$32.53
 - President Spencer moved to accept the accounts payable as reviewed and presented. Director Myers seconded, and all were in favor. The motion passed. The claims were approved as presented.
7. **Accounts Receivable:**
 - Ambulance fees collected were \$1285.73. In addition, we received \$4952.30 in reimbursements from SVVFR for purchase of the AutoPulse. See enclosed worksheet. President Spencer moved to accept the accounts receivable. Director Myers seconded, and all were in favor. The motion passed.
8. **Correspondence Received:**
 - Patient letter received requesting waiver of ambulance fees due to financial hardship. Included tax returns and pay stubs. Director Myers asked if we presently have a hardship waiver policy. Administrative Assistant Summer Walker responded that we do not currently have any guidelines to determine eligibility for a hardship waiver as requests have been very infrequent. Director Myers recommended we write a policy for hardship waivers so we can be sure we are treating all patients

fairly. President Spencer moved to waive the fees and write off the balance. Director Myers seconded, and all were in favor. The motion passed.

9. Review and approval of the Smith Valley Community Wildfire Protection Plan.

- Ron Melen from the Smith Valley Conservation District presented the draft of the Community Wildfire Protection Plan for Smith Valley (see enclosed).
- President Spencer moved to approve the 2015 Smith Valley Community Wildfire Protection Plan with any amendments needed, giving authorization for Chief Loveberg to sign upon completion. Director Myers seconded, and all were in favor. The motion passed.

10. Review and approval of the 2015 BLM Annual Operating Plan.

- Chief Loveberg presented the 2015 BLM Annual Operating Plan (see enclosed). The only change to this year's plan is staffing.
- President Spencer moved to approve the 2015 BLM Annual Operating Plan with corrections. Director Myers seconded, and all were in favor. The motion passed.

11. Review and approval of the Option and Lease Agreement between the Smith Valley Fire Protection District and Verizon Wireless.

- We have received an email from our Verizon contact. The comments from our legal counsel and our insurance company are being reviewed by Verizon's legal counsel. We will need a subordination consent signed by our lender (USDA).
- Director Myers has agreed to take over as the new contact person.

12. Discussion and possible action regarding a resolution supporting Nevada Wildfire Awareness Month May 1-31, 2015 and Open House at Station 40 on Saturday, May 9, 2015.

- Chief Loveberg presented the resolution and announced the Open House.
- President Spencer moved to adopt the resolution supporting Nevada Wildfire Awareness Month May 1-31, 2015. Director Myers seconded, and all were in favor. The motion passed.

13. Discussion and possible action regarding a new temporary part-time position and job description for the Fuels Reduction Management Program.

- Federal funds for the Fuels Reduction Management (trailer) Program expire in September. The Lyon County Comptroller recommended using a temporary position already in our budget. It will not be a single position in order that multiple people can fill the role as needed. We will carry this item forward to the next meeting.

14. Review and possible approval of the Fiscal Year 2015/2016 tentative District budget.

- No changes are needed currently. We will have a special meeting on Thursday, May 21st at 6pm to adopt the budget. The newest estimate on the incremental tax increase is 0.263, which equals a new tax rate of 42.776.

15. 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, including possible selection of the company to complete the repairs and improvements.

- No new requests or information.

16. Fire Chief's Report:

- We provided stand-by ambulance service for Mason Valley yesterday.

- Chief Loveberg reviewed statistics for current and previous years.
- Chief Loveberg recently attended the Northern Nevada Fire Chief's Association Meeting.
- Fuel moistures are down. We are already seeing stressed trees.

17. Board Member Comments:

- President Spencer submitted her letter of resignation. She is moving to Douglas County. This is her last meeting.

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

- The mechanic was here this weekend to install a gauge on Tender 40 and repair a valve on Engine 40. He also replaced the auto air jet on Engine 40. He will check Squad 40 for needed repairs.

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

- We will be contacting the painter to schedule the work for the doors at Station 40. We will also have him look at the pump house.

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

- No new information.

21. Public Comment:

- Chief Loveberg presented a plaque and thanked President Spencer for her 6 years of dedicated service to the Smith Valley Fire Protection District, including 2 years as President of the Board of Directors.
- Marlene Hardison expressed her gratitude and pleasure in working with President Spencer.

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

- None

23. Action to adjourn:

- President Spencer moved to adjourn. Director Myers seconded, and all were in favor. The motion passed. The meeting was adjourned at 19:20.

Respectfully submitted,
SW, Administrative Asst.