

**SMITH VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTOR MINUTES  
April 14, 2016**

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

1. The meeting was called to order at 18:02 hours by President Boudreau.
2. Board Members present were President Boudreau and Director Myers. Director Abrott was absent. Chief Loveberg was present as well as several SVFPD members.
3. **Review and adoption of agenda:** President Boudreau 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 10, 2016 were submitted by President Boudreau for approval as written with no additions or corrections. President Boudreau moved to approve the minutes as presented. Director Myers seconded, and all were in favor. The motion passed.
5. **Public Comments and Discussion:**
  - None
6. **Accounts Payable:**
  - a. Action Glass Carson LLC \$150.00
  - b. ARC Health & Wellness \$38.80
  - c. AT&T Mobility \$29.35
  - d. Care Flight \$30.00
  - e. Catseye Pest Control \$360.00
  - f. DQE \$4467.67
  - g. Emergency Reporting \$1668.00
  - h. Frontier \$153.08
  - i. Grainger \$212.28
  - j. High Desert Internet \$125.00
  - k. Jim Menesini Petroleum LLC \$396.17
  - l. Life-Assist \$239.84
  - m. LN Curtis & Sons \$71.06
  - n. Merle McMahon \$10.00
  - o. MF Barcellos Inc. \$217.50
  - p. NU-Systems Inc. \$83.00
  - q. NV Energy \$300.62
  - r. Quill.com \$211.85
  - s. Renner \$231.00
  - t. Rowe Hales Yturbide, LLP \$2380.00
  - u. Tom Spencer \$25.68
  - v. TASC0 \$1217.00
  - w. The Parts House \$3.99
  - x. Tires Plus \$184.36
  - y. Wells Fargo \$238.07
  - z. Wells Fargo \$45.33
  - aa. Zoll \$749.76
  - President Boudreau 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 \$1303.25. In addition we received \$224.51 in plan review fees. President Boudreau moved to accept the accounts receivable. Director Myers seconded, and all were in favor. The motion passed.

## **8. Correspondence Received:**

- None

## **9. Discussion and possible action regarding the Verizon Wireless communication facility at Station 40 (1 Hardie Ln. Smith, NV).**

- The County and the SVFPD have filed paperwork on the lawsuit. The Plaintiff has responded. Everything still in progress. Legal fees invoices have been forwarded to our insurance company for reimbursement. No action taken.

## **10. Review and possible approval of the Fiscal Year 2016/2017 tentative District budget.**

- Discussed our current tax rate. Currently Mason Valley Fire's salaries are approximately \$650k. If we wanted to increase our tax rate to the maximum allowed, even if it passed, it wouldn't pay for a salary base similar to Mason Valley's. No action taken.

## **11. Discussion and possible action regarding the Fuels Reduction Management Program, including the grinding and disposal of vegetative material.**

- Chief Loveberg spoke with the agricultural user regarding grinding and use of the material. He is actively pursuing renting a machine or getting a company to come grind. He understands there is pressure from citizens, NDOT, and the SVFPD to complete the project promptly. He is committed to following through. Cost does not appear to be a factor. Chief Loveberg also spoke with him regarding possible use of his property for a new collection site. There is a possibility of paying someone to monitor a collection site to prevent the accumulation of unwanted debris.

## **12. Discussion and possible action regarding the possible change of the May regular monthly Board of Directors meeting from May 12, 2016 to May 19, 2016.**

- We are required to hear the final budget and tax rate during the proposed week. President Boudreau moved to change the May regular monthly Board of Directors meeting from May 12, 2016 to May 19, 2016. Director Myers seconded, and all were in favor. The motion passed.

## **13. Discussion and possible action regarding a resolution supporting Nevada Wildfire Awareness Month May 1-31, 2016 and Open House at Station 40 on Saturday, May 7, 2016.**

- Director Myers moved to adopt the SVFPD Resolution 16-001 supporting Nevada Wildfire Awareness Month May 1-31, 2016 and support the Open House at Station 40 on Saturday, May 7, 2016. President Boudreau seconded, and all were in favor. The motion passed.

## **14. Discussion and possible action to possibly revise the FY 2016/2017 tentative District budget to include funds for a revision to the Volunteer Incentives Program to include a 401k Volunteer Incentives benefit.**

- SVFPD Volunteers currently receive a 401k benefit from the SAFER Grant. The amount received is tiered based on response percentage and training participation. The SAFER Grant is set to end in the fall, and Chief Loveberg recommended we continue a similar benefit for our Volunteers going forward. The benefit has positively impacted Volunteer participation.
- After discussion of various options, President Boudreau moved to allocate \$25,000 in the tentative District budget for a 401k Volunteer Incentives benefit, reducing the acquisitions line by the same. Director Myers seconded, and all were in favor. The motion passed.

**15. Discussion and possible action regarding an Accident & Sickness Insurance Proposal from VFIS.**

- VFIS sent a proposal to increase portions of our Accident & Sickness Insurance policy. President Boudreau moved to approve the VFIS proposal and amend the tentative budget to accommodate the increase. Director Myers seconded, and all were in favor. The motion passed.

**16. Discussion and possible action to approve the draft of a job description for the new part-time Apparatus Readiness Technician.**

- Chief Loveberg presented the draft job description for the new part-time Apparatus Readiness Technician. The draft still needs to be reviewed by HR. No changes proposed. Special thanks to Chief Loveberg for writing up the draft.

**17. Fire Chief's Report:**

- Reviewed this month's calls. We are above average at 44 calls to-date. Chief Loveberg commended our Volunteers for outstanding service.
- DMV has changed how they issue F-endorsements. The Fire Chief now signs off on a form certifying the driver is qualified to operate fire apparatus.
- There is a public hearing next Wednesday to comment on new procedures from the State EMS office.
- Written and practical exams will be Friday and Saturday for our EMT class. Chief Loveberg commended our students and instructors for excellent work.
- We have received almost all items from the SERC PTE grant. This grant paid for various hazmat supplies.
- We have received bulletin boards from the SAFER grant. We hope to complete this project soon.
- We are currently beginning preparations for wildland fire season. We are working on cooperative agreements and Annual Operating Plans.

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

- Utility 40 was serviced; Rescue 42 was serviced and has a new windshield. Everything is operational. Chief Loveberg needs to remove the radio from Squad 40 so we can advertise it for sale.

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

- Chief Loveberg needs to talk with the painter regarding some upcoming projects.

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

- Discussion regarding the existing Chief 401 vehicle, owned by the County. Chief Loveberg suggested keeping C401 as long as possible, provided the County surpluses the vehicle as expected. He would like us to consider purchasing a Duty Chief vehicle so we can establish a Duty Chief rotation and provide those individuals with a District command vehicle to drive.

**21. Board Member Comments:**

- None

**22. Public Comment:**

- None

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

- Job description for the Fuels Reduction Management position.

**24.Action to adjourn:**

- President Boudreau moved to adjourn. Director Myers seconded, and all were in favor. The motion passed. The meeting was adjourned at approximately 19:47.

Respectfully submitted,  
SW, Administrative Asst.