

**SMITH VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTOR MINUTES
November 10, 2016**

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

1. The meeting was called to order at 1802 hours by President Boudreau.
2. Board Members present were President Boudreau and Director Abrott. Director Myers was absent. Several SVFPD Volunteers were present, along with a community member. Chief Loveberg was present.
3. **Review and adoption of agenda:** Director Abrott moved to adopt the agenda as presented. President Boudreau seconded, and all were in favor. The motion passed.
4. **Approval of Minutes**
 - The minutes from the last Board of Directors regular meeting on October 13, 2016 were submitted by President Boudreau for approval as written. President Boudreau moved to approve the minutes as presented. Director Abrott seconded, and all were in favor. The motion passed.
5. **Public Comments and Discussion:**
 - None.
6. **Accounts Payable:**
 - a. ARC Health & Wellness \$472.51
 - b. AT&T Wireless \$29.47
 - c. Care Flight \$30.00
 - d. Care Flight \$30.00
 - e. Frontier \$153.99
 - f. VFIS \$94.36
 - g. High Desert Internet \$50.00
 - h. High Desert Internet \$75.00
 - i. Home Depot \$505.70
 - j. IAFC \$279.00
 - k. Jim Menesini Petroleum \$847.36
 - l. LN Curtis \$2025.90
 - m. Mason Valley Fire \$5500.00
 - n. MF Barcellos \$505.17
 - o. NV Energy \$140.79
 - p. NV Energy \$75.14
 - q. NV Energy \$42.19
 - r. NV Energy \$66.89
 - s. NV Energy \$39.86
 - t. NV Energy \$46.55
 - u. NV Energy \$120.41
 - v. Overhead Door \$1096.00
 - w. Quill \$84.96
 - x. Renner \$374.07
 - y. Rowe Hales Yturbide LLP \$1523.78
 - z. The Parts House \$29.33
 - aa. True Value Hardware \$10.27
 - bb. Wells Fargo \$570.22
 - cc. Wells Fargo \$909.80
 - dd. Wells Fargo \$445.59

ee. Wells Fargo \$1377.67
ff. Yerington Auto Parts \$175.98

- President Boudreau moved to accept the accounts payable as reviewed and presented. Director Abrott seconded, and all were in favor. The motion passed. The claims were approved as presented.

7. Accounts Receivable:

- Ambulance fees collected were \$5176.14. In addition, we received \$5557.61 in reimbursements, \$500 in donations, and \$685.21 in plan review fees. President Boudreau moved to accept the accounts receivable. Director Abrott seconded, and all were in favor. The motion passed.

8. Correspondence Received:

- None

9. Review and possible revision of the adopted "Fee Schedule for Use of District Resources" administrative policy and "Ambulance Fee Schedule" to update the District "Fee/Rate Schedule," and consider revising the policy and ambulance standby fees.

- Chief Loveberg has not been able to poll the Volunteer Membership yet (see attached memo).
- Community Member Gregory Garmong inquired if there is a place that the public can see a copy of the fee schedule. Chief Loveberg responded that it is available upon request.

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

- Epic Wireless, on behalf of Verizon, has submitted plans for review. The plans have been approved, and have been submitted to the County for a building permit.

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

- We are still waiting for the contractor to come with the grinder. As soon as weather permits, Chief Loveberg will talk with NDF regarding a prescribed burn.

12. Authorization to make application to join the Nevada Public Employee's Deferred Compensation Program to provide District personnel, volunteer and paid, an opportunity to participate in the Program for pre-tax retirement savings; approval of an Interlocal Contract Between the State of Nevada Acting By and Through Its State of Nevada Public Employees' Deferred Compensation Committee and the Smith Valley Fire Protection District; authorization for the District Board President or District Fire Chief to sign the contract; and authorization for District staff to complete and the District Board president or District Fire Chief to sign the associated program certificate and contact information form.

- Chief Loveberg received email confirmation from Deferred Compensation that we are eligible to participate (see attached). There is a minimum \$12.50 contribution to enroll and a minimum \$12.50 per contribution thereafter. Both part time paid employees and Volunteers may participate. Volunteers may roll existing 401k balances from the SAFER Grant into the Deferred Compensation plan. Benefits to Deferred Compensation are significantly lower fees.
- If we join, we need to return the signed forms so they can get us on the agenda for their next meeting. We need to also determine pay amounts and levels.
- President Boudreau moved to join the Nevada Public Employee's Deferred Compensation Program to provide District personnel, volunteer and paid, an opportunity to participate in the Program for pre-tax retirement savings; to approve the Interlocal Contract Between the State of Nevada Acting

By and Through Its State of Nevada Public Employees' Deferred Compensation Committee and the Smith Valley Fire Protection District; to authorize the District Board President or District Fire Chief to sign the contract; to authorize District staff to complete and the District Board president or District Fire Chief to sign the associated program certificate and contact information form. Director Abrott seconded, and all were in favor. The motion passed.

13. Pursuant to the approved 2016 SVFPD Strategic Plan, authorization for the ordering and purchase a Dodge Ram 3500, 4x4, diesel, Ambulance Package, chassis through the Nevada State Purchasing contract utilizing funds from the District's Acquisition Fund; the continued negotiation for acquisition of a 2008 Ford/Wheeled Coach ambulance from the East Fork Fire Protection District for the purpose of acquiring the patient module; the final cost of chassis and patient module to be brought back for Board approval at a later date; and the final specifications and cost of upfitting and remount of the 2008 Wheeled Coach ambulance patient module on the RAM 3500 chassis to be brought back for Board approval at a later date.

- Pursuant to the Board's action in October, Chief Loveberg met with East Fork Fire Protection District. They offered us a price of \$10,000, which is still more than Chief Loveberg felt was reasonable. Contract pricing actually came down slightly. Discussed cost savings of a remount versus a new ambulance. Discussed weight limits.
- Tom Spencer, President of SVVFR, Inc., shared concerns regarding a remount.
- Travis Walker, EMS Coordinator, discussed safety concerns and our priority of making both ambulances as similar as possible.
- President Boudreau recommended we consider adding a power lift system to Rescue 42.
- President Boudreau moved that we table this item until next meeting, also considering a power lift system for Rescue 42. Director Abrott seconded, and all were in favor. The motion passed.

14. Fire Chief's Report:

- We are at 138 calls for service this year. This is slightly above average.
- Part 1 of our EVOG course was last weekend. It went very well. Special thanks to Tom Spencer and Michael Nuti. The makeup class is scheduled for November 15, and part 2 is scheduled for December 3. We also now have an EVOG Program Policy & Procedure.
- Part 1 of Firefighter/EMT physicals was completed last month. Part 2 is this coming Saturday.
- Part 2 of our EMT Refresher course is coming up November 18 & 19.
- Approximately 14 personnel attended Mason Valley's training conference last month. We had an opportunity to train in bus extrication. We identified needs for extrication equipment, and orders have been placed.
- There was an accidental fire alarm call at the high school (basketball v/s fire alarm). As a result of difficulties in reaching a responsible party for access, we will look into the cost of setting up a Knox-box for emergency access.

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

- Potential air brake repair needed on Engine 40.
- There is an issue with Brush 42's lights.
- Chief 401's vehicle has either a spark plug or coil pack going bad.

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

- Chief Loveberg talked with the Lyon County road department, and they are willing to assist in re-contouring to help with the drainage issue at Station 40. Chief Loveberg reprogrammed some radios for them in exchange for their assistance. Discussed process for repairing the drainage issue.

17. Board Member Comments:

- President Boudreau is glad to be back with us after his absence.

18. Public Comment:

- Tom Spencer thanked the Board on behalf of the Volunteers for including the Volunteers in decisions, and especially thanked them for the decision to approve Deferred Compensation.

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

- Power load for Rescue 42.

20. Action to adjourn:

- Director Abrott moved to adjourn. President Boudreau seconded, and all were in favor. The motion passed. The meeting was adjourned at approximately 1915.

Respectfully submitted,
SW, Administrative Asst.