

**SMITH VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTOR MINUTES  
October 13, 2016**

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

1. The meeting was called to order at 1802 hours by Director Myers.
2. Board Members present were Director Abrott and Director Myers. President Boudreau attended by phone. Several SVFPD Volunteers were present. Chief Loveberg was present.
3. **Review and adoption of agenda:** Director Myers moved to adopt the agenda as presented. Director Abrott 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 8, 2016 were submitted by Director Myers for approval as written. Director Abrott 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. ABE Printing & Copy \$198.00
  - b. ARC Health & Wellness \$472.51
  - c. AT&T Wireless \$29.53
  - d. Care Flight \$30.00
  - e. Catseye Pest Control \$360.00
  - f. Flyers \$43.19
  - g. Frontier \$156.07
  - h. Frontier \$154.11
  - i. Giomi Inc. \$51.16
  - j. High Desert Internet \$75.00
  - k. High Desert Internet \$50.00
  - l. High Desert Internet \$50.00
  - m. High Desert Internet \$75.00
  - n. Home Depot Credit Services \$129.82
  - o. Jim Menesini Petroleum \$631.88
  - p. Jim Menesini Petroleum \$273.00
  - q. Lambda Communications (UWS Grant) \$11,305.32
  - r. Lambda Communications (SERC PTE Grant) \$3768.44
  - s. Lambda Communications \$386.80
  - t. Life-Assist \$923.89
  - u. Life-Assist \$57.17
  - v. Life-Assist \$44.10
  - w. McMahon, Merle \$70.00
  - x. Myers, Kristin \$70.00
  - y. NV Division of Water Resources \$120.00
  - z. NV Division of Water Resources \$120.00
  - aa. NV Energy (combined) \$347.48
  - bb. Park, William A \$21.40
  - cc. Renner \$9.99
  - dd. Rocky Mountain Ambulance \$53.75
  - ee. Rowe Hales Yturbide, LLP \$1432.00

- ff. Rowe Hales Yturbide, LLP \$2079.20
- gg. Rowe Hales Yturbide, LLP \$780.00
- hh. Spencer, John Thomas \$70.00
- ii. Standard Diesel \$2066.96
- jj. Standard Diesel \$159.94
- kk. Stryker \$157.02
- ll. Uniformity \$218.00
- mm. Valley Radio Service \$487.50
- nn. Verdugo Lawn Care \$128.00
- oo. Verdugo Lawn Care \$400.00
- pp. Verdugo Lawn Care \$200.00
- qq. Walker, Summer \$70.00
- rr. Walker, Travis \$70.00

- Director Myers 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 \$2,334.60. In addition, we received \$4434.21 in reimbursements and \$50.00 in donations. Director Myers moved to accept the accounts receivable. President Boudreau 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 shared information from other surrounding agencies regarding how they handle standby service at sporting events.
- Director Myers suggested polling the Volunteers. Chief Loveberg will attempt to do this.
- Director Abrott inquired about the possibility of standing by without the ambulance present.
- This item will be continued at a future meeting.

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

- No new information.

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

- No new information. 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 recently received additional information from the Lyon County Comptroller's Office regarding minimum pay amounts per pay period in order to participate. They fear we may not meet this requirement because we only pay incentives twice a year.
- Chief Loveberg will attempt to get clarification in this issue and we will revisit this item next month.

**13. Pursuant to the approved 2016 SVFPD Strategic Plan, authorization for the ordering and purchase of a Dodge Ram 1500 Special Service, 4x4, crew cab, pickup through the Nevada State Purchasing contract for the amount of approximately \$28,948 utilizing funds from the District's Acquisition Fund; and the continued development of specifications and costs for upfitting the vehicle for use as a Duty Chief vehicle to be brought back to the Board for approval at a future date.**

- Discussed quote. Chief Loveberg presented an additional quote for radios for the Duty Chief vehicle. Discussed needs for different types of radios. We are also still waiting for a quote for a light bar.
- Chief Loveberg is fairly certain the cost will come in less than \$45,000, as budgeted in the Strategic Plan.
- Items 13 & 14 will be combined for discussion.
- Director Abrott requested a more thorough quote for the next meeting.
- Discussed potential multiple functions of the Duty Chief Vehicle.

**14. 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 for the amount of approximately \$41,641 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, with the final cost 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.**

- Discussed quote from Firetrucks Unlimited for remount of \$61,466 - \$66,166. This quote is similar in cost to other Districts' remount projects. The cost of a new ambulance is \$175,000 - \$200,000.
- Discussed possible offer of \$5000 to East Fork for the used box. That would put our total cost in the neighborhood of \$115,000, saving us about \$60,000.
- Discussed power load system. Grant funds will likely assist in paying for this addition.
- Discussed cost of radio installation.
- Discussed the maximum we should reasonably offer East Fork for their used box. Recommended cap of \$20,000.
- Director Myers moved that Chief Loveberg pursue the pursue negotiations with East Fork to acquire their used ambulance box for a maximum cost of \$20,000 and move forward on the purchase of a cab and chassis for the approximate amount of \$41,641, pursuant to successful negotiation of the ambulance box purchase from East Fork. Chief Loveberg should also continue to work with Firetrucks Unlimited on the remount quote. Director Abrott seconded, and all were in favor. The motion passed.

- We will postpone the Duty Chief vehicle purchase until we have a more detailed quote and until we have more information on the ambulance project.

### **15. Fire Chief's Report:**

- We are at 129 calls for service this year. Last year we ended at around 130-140 calls.
- We provided mutual aid to East Fork Fire Protection District 2 Sundays ago for a wildland fire. We sent Brush 40 with a crew and chief officer. Brush 40 experienced a malfunction that has been repaired.
- We are in the process of reprogramming radios again.
- We are working on an Emergency Vehicle Operations Course. It is scheduled for the 1<sup>st</sup> Saturday in November and the 1<sup>st</sup> Saturday in December. The goal is for all SVFPD drivers to complete the course.
- The first part of the EMT/AEMT Refresher Course has been completed. The next part will be November 18 & 19.
- 2/3 of our personnel are planning to attend the Mason Valley Training Conference later this month.
- Chief Loveberg attended Fire Shows Reno last week. He is working on integrating training he discovered on new fire science into our fire training.
- Chief Loveberg met with a representative regarding training materials for a Firefighter I course.
- Chief Loveberg recently passed the Fire Inspector I course and was certified as a Fire Inspector I.
- Discussed fire drills at Smith Valley School. They do them monthly on their own.
- Tuesday we did a fire prevention week presentation at Smith Valley School with K-6<sup>th</sup> children.
- The school's bonfire is scheduled for tomorrow evening. However, the wind may not permit the burn to continue.

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

- Rescue 40 was repaired.
- Chief 401 was serviced.
- The siren in Engine 40 was repaired.
- The siren and light controller in Patrol 42 was replaced.
- The power connection and radio in Chief 401 was repaired.
- Brush 40's auxiliary engine issue was repaired. The cost for this repair will be billed to the Frontage Fire.
- Asst. Chief Park installed the 120V LED scene light on Engine 42 and also replaced the rear pickup lights with LED's. Only Engine 40 needs to have the rear pickup lights replaced with LED's now.
- Also working on reprogramming radios.

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

- Overhead door repaired the weather stripping at Station 42. We should consider sealing the asphalt in the parking lots.
- Chief Loveberg will investigate solutions for fixing the drainage issue in the Station 40 parking lot.

**18. Board Member Comments:**

- Director Abrott thanked staff for posting supporting documentation with the agenda.

**19. Public Comment:**

- Travis Walker requested an update on the Apparatus Readiness Technician. Chief Loveberg responded that those positions have been put on hold during the lawsuit. The Board will revisit this item. We can continue working on a checklist in the meantime.

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

- Drainage issue in the Station 40 parking lot.

**21. Action to adjourn:**

- Director Myers moved to adjourn. President Boudreau seconded, and all were in favor. The motion passed. The meeting was adjourned at approximately 2004.

Respectfully submitted,  
SW, Administrative Asst.