

**SMITH VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTOR MINUTES
January 12, 2017**

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

1. The meeting was called to order at 1803 hours by President Boudreau.
2. Board Members present were President Boudreau and Director Abrott. Several SVFPD Volunteers were present. Board of Directors applicant Kristin Myers was present. Chief Loveberg was present.
3. **Review and adoption of agenda:** President Boudreau moved to adopt the agenda as presented. Director Abrott seconded, and all were in favor. The motion passed.
4. **Appointment of a qualified elector to fill the vacancy on the Smith Valley Fire Protection District Board of Directors, with a term expiring December 2020.**
 - We have received two applications for the vacancy: Kristin Myers and Gerald Miller. Kristin has been serving on the Board since October of 2014. Mr. Miller is a fairly new resident to the Valley. He has quite a bit of experience in the fire service.
 - Volunteer Travis Walker recommended Kristin Myers be selected based on her experience with our agency. He recommended we extend an invitation to the other applicant to be an auxiliary member.
 - President Boudreau moved that we appoint Kristin Myers to fill the vacancy on the Smith Valley Fire Protection District Board of Directors, with a term expiring December 2020. Director Abrott seconded, and all were in favor. The motion passed.
 - President Boudreau will notify Mr. Miller of our decision, thank him for his interest, and encourage him to consider other volunteer opportunities with us.
5. **Elect the Smith Valley Fire Protection District Board of Directors President and Secretary and fix the terms of office.**
 - Director Myers nominated Michael Boudreau as President. Director Abrott seconded, and all were in favor. The motion passed.
 - Director Abrott nominated Director Myers as Secretary. President Boudreau seconded, and all were in favor. The motion passed.
 - After discussion, President Boudreau moved to fix the terms of office at 12 months. Director Myers seconded, and all were in favor. The motion passed.
6. **Approval of Minutes**
 - The minutes from the last Board of Directors regular meeting on December 8, 2016 were submitted by President Boudreau for approval as written. President Boudreau moved to approve the minutes as presented. Director Myers seconded, and all were in favor. The motion passed.
7. **Public Comments and Discussion:**
 - None.
8. **Presentation of Annual Financial Report for fiscal year ending June 30, 2016 by Sciarani & Co.**
 - Jim Sciarani, of Sciarani & Company, presented the Annual Financial Report for fiscal year ending June 30, 2016. He discussed the report in detail. There has been growth in assets. Discussed the slight reduction in ambulance fee revenue. Discussed weaknesses of internal control over financial reporting. Mr. Sciarani commended the District Board on its conservative approach to the budget.

- President Boudreau moved to accept the Annual Financial Report for fiscal year ending June 30, 2016 as presented by Sciarani & Co. Director Abrott seconded, and all were in favor. The motion passed.

9. Accounts Payable:

- a. AT&T Wireless \$29.47
- b. Care Flight \$30.00
- c. Care Flight \$30.00
- d. Duane T. Lemos \$342.61
- e. Frontier \$155.57
- f. Frontier \$157.30
- g. High Desert Internet \$50.00
- h. High Desert Internet \$75.00
- i. High Desert Internet \$50.00
- j. High Desert Internet \$75.00
- k. Home Depot Credit Services \$65.78
- l. Jim Menesini Petroleum LLC \$207.92
- m. LN Curtis \$322.50
- n. LN Curtis \$350.00
- o. LN Curtis \$525.00
- p. LN Curtis \$84.06
- q. MF Barcellos, Inc. \$446.10
- r. NV Division of Forestry \$2500.00
- s. NV Energy \$44.72
- t. NV Energy \$126.21
- u. NV Energy \$40.52
- v. NV Energy \$70.33
- w. Office Depot \$35.82
- x. Office Depot \$8.78
- y. Office Depot \$73.99
- z. Pearson Vue (SAFER Grant) \$2156.64
- aa. Rowe Hales Yturbide \$1900.00
- bb. Sierra Front Wildfire Cooperators \$300.00
- cc. SVVFR Inc. (Reimburse EMT Cert fees) \$100.00
- dd. Wells Fargo Business Card \$946.96
- ee. Wells Fargo Business Card \$215.71
- ff. Yerington Auto Parts \$3.76
- gg. Yerington Auto Parts \$39.99

- 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.

10.Accounts Receivable:

- Ambulance fees collected were \$2,814.65. In addition, we received \$4620.00 in reimbursements from our insurance company for attorney fees and \$1000.00 from Verizon for the lease option. President Boudreau moved to accept the accounts receivable. Director Myers seconded, and all were in favor. The motion passed.

11.Correspondence Received:

- None

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

- The case is still in litigation. Verizon is moving forward with the construction process.

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

- Weather is not conducive to the contractor coming out at this time.

14. Fire Chief's Report:

- 2016 was our highest year in history for call volume, with 160 calls for service. 66.25% were EMS, and 33.75% were fire-related.
- We had 18 calls for service since the last meeting. 6 calls so far in 2017.
- We are having challenges having Advanced EMT's available to respond some days.
- We need to work on more training.
- Budget discussions will be upcoming.
- SAFER Grant is ending this month. We are currently working on an application for a new SAFER Grant.
- The Advanced EMT class started last month. They are meeting 2 nights a week. We also have 2 from Mason Valley Fire, 1 from East Fork, and 1 from the Lyon County Sheriff's Office participating.
- Director John Abrott has been helping Search & Rescue in Lyon County with the flooding issues.
- District personnel have been patrolling the Valley and assisted NDOT with the detour of Hwy 395.

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

- Chief Loveberg is still working to schedule Chris Henning to come out and work on Brush 42, Engine 40, and Engine 42.
- There is an issue with the compressor at Station 42.
- Rescue 42 needs wiper blades.
- Station 42's door keypad is sticking.

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

- We still need to fix the drainage issue at Station 40.
- We discovered leaks in the roof at Station 40 during the recent storm.

17. Smith Valley Fire District Volunteer Comments:

- Travis Walker invited the Board members to sit in on the AEMT class to observe.

18. Board Member Comments:

- President Boudreau regrets he missed the Christmas party; he was out of town.
- President Boudreau received many positive comments from community members regarding a recent call we ran involving Care Flight.
- Director Abrott asked for the status of the water tanks. Chief Loveberg responded that they have been delivered to Station 42 and are being stored at this time. He will be in contact with a couple of engineers regarding construction.

19. Public Comment:

- None

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

- 2017/2018 Budget.

21. Action to adjourn:

- Director Abrott moved to adjourn. Director Myers seconded, and all were in favor. The motion passed. The meeting was adjourned at approximately 1910.

Respectfully submitted,
SW, Administrative Asst.