

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

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

1. The meeting was called to order at 1820 hours by President Boudreau.
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 Abrott 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 May 8, 2017 were submitted by Director Myers for approval as written. Director Myers moved to approve the minutes as presented. President Boudreau seconded, and all were in favor. The motion passed.
5. **Approval of Minutes**
 - The minutes from the Board of Directors Special Budget meeting on May 23, 2017 were submitted by Director Myers for approval as written. Director Myers moved to approve the minutes as presented. President Boudreau seconded, and all were in favor. The motion passed.
6. **Public Comments and Discussion:**
 - None.
7. **Accounts Payable:**
 - a. AT&T Wireless \$29.61
 - b. Bauer \$1025.00
 - c. Care-Flight \$30.00
 - d. Care-Flight \$30.00
 - e. Catseye \$360.00
 - f. Frontier \$159.33
 - g. High Desert Internet \$50.00
 - h. High Desert Internet \$75.00
 - i. Life-Assist \$333.79
 - j. LN Curtis & Sons \$8100.00
 - k. LN Curtis & Sons \$270.00
 - l. Jim Menesini Petroleum \$441.21
 - m. Jim Menesini Petroleum \$467.59
 - n. NU-Systems \$126.00
 - o. NV Energy \$72.89
 - p. NV Energy \$45.79
 - q. NV Energy \$56.03
 - r. NV Energy \$126.96
 - s. Orkin \$360.00
 - t. Quill \$180.99
 - u. REMSA Education \$200.00
 - v. Renner Equipment \$29.25
 - w. Rowe & Hales, LLP \$940.00
 - x. Smith Valley Garage \$24.74
 - y. Spencer, John Thomas \$20.00
 - z. Spencer, John Thomas \$27.50

- aa. Unifire \$650.76
- bb. Verdugo Lawn Care \$200.00
- cc. Wells Fargo Card \$512.39
- dd. Wells Fargo Card \$273.50
- ee. Zoll \$239.98

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

8. Accounts Receivable:

- Ambulance fees collected were \$4,355.64. In addition, we received \$1343.04 in reimbursements, \$100.00 in donations, \$873.51 in plan review fees, and \$1500.00 from Verizon Wireless for June rent. Director Myers moved to accept the accounts receivable. President Boudreau seconded, and all were in favor. The motion passed.

9. Correspondence Received:

- None

10. Discussion and Possible Action to approve the Smith Valley Fire Protection District Ride-Along Waiver.

- Director Myers moved to approve the Smith Valley Fire Protection District Ride-Along Waiver. President Boudreau seconded, and all were in favor. The motion passed.

11. Discussion and possible authorization for the District Fire Chief and/or Administrative Assistant to pursue a grant from the USDA for a portion of the cost of a backup generator.

- Discussed grant opportunity, generator sizes needed to power the stations. Approximate quotes for generators are \$26k-37k, not including installation. Would need to consider site prep and installation costs. Chief has an appointment on Monday to get a quote for installation. We must determine the process for securing a contractor. Total project is approximately \$130k. Anything over \$25k may require formal bid process, depending on the situation.
- Director Myers moved to authorize the District Fire Chief and/or Administrative Assistant to pursue a grant from the USDA for a portion of the cost of a backup generator. President Boudreau seconded, and all were in favor. The motion passed.

12. Discussion and possible approval of the Smith Valley Fire Protection District Debt Management Policy.

- We are required to have a debt management policy in place. The policy addresses issuance of bonds, obtaining loans, etc. At this time we have no general obligation debt outstanding. Discussed debt limit available. The only debt we currently have is from USDA for construction of Station 40 and Station 42.
- Director Myers moved to approve the Smith Valley Fire Protection District Debt Management Policy. President Boudreau seconded, and all were in favor. The motion passed.

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

- Not yet operational, but last Tuesday the Verizon technician was here to meeting with someone regarding installation of the microwave tower.

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

- Chief Loveberg called Mr. Fulstone again this morning and left a message. No new information on the grinder at this time. Trailer loans have been suspended.

15. Fire Chief's Report:

- 58 calls for service to-date.
- We responded for mutual aid to East Fork Fire Protection District for a brush fire at Topaz Lake.
- The new ambulance crew rotation schedule trial has begun. We are in the process of modifying and adjusting. This is a positive step in making sure we have appropriate staffing for the ambulance.
- Wildland fire season is picking up. Considering putting fire restrictions in place soon.
- Volunteers have been in training this month.
- A citizen CPR class is scheduled for tomorrow.
- Chief will be participating in a FEMA exercise for flooding this coming Wednesday.
- Chief will be attending a Sierra Front exercise Thursday.
- Chief has a meeting with a civil engineer and contractor regarding CMAR process for the tank installation project.
- The Volunteer BBQ is scheduled for July 8th.
- Chief is making end of fiscal year purchases for water handling. ISO is coming later this month to audit us. If we can show we can move water efficiently, we may be able to improve our rating.
- Chief also purchased some wildland items.

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

- Chief has a call in to Smith Valley Garage for an appointment for Brush 42 for service and repair of the electrical issue.
- No progress on Rescue 42's battery light. Intermittent nature of the issue makes it difficult to diagnose.
- We are working on other minor issues.

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

- Backup generator project and water tank installation are our current focus.

18. Smith Valley Fire District Volunteer Comments:

- None

19. Board Member Comments:

- Director Abrott inquired into the agreement / contract we have in place between the District and Verdugo Lawn Care. Chief Loveberg believes it is a flat rate for spraying and weeding at Station 40, 41, and Central. Not a flat rate for 42 due to the size of the lot. He has also done work on shrubs, trees, etc. Chief will pull the contract for review.

20. Public Comment:

- None.

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

- USDA Grant and update on CMAR tank installation project.

22.Action to adjourn:

- Director Myers moved to adjourn. Director Abrott seconded, and all were in favor. The motion passed. The meeting was adjourned at approximately 1921.

Respectfully submitted,
SW, Administrative Asst.