

**SMITH VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTOR MINUTES
January 14, 2019**

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

1. The meeting was called to order at 1804 hours by Director Myers.
2. Board Members present were Director Myers and Director Abrott. President Boudreau attended by phone. Chief Loveberg was also present, along with other members of SVVFR.
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. **Elect the Smith Valley Fire Protection District Board of Directors President and Secretary and fix the terms of office.**
 - Director Abrott moved to elect Michael Boudreau as President and Kristin Myers as Secretary, keeping the officers as they are. Director Myers seconded, and all were in favor. The motion passed.
5. **6:05 pm: Presentation of the Annual Financial Report for fiscal year ending June 30, 2018 by Sciarani & Co.**
 - This item was taken out of order. Director Myers moved to place the item on February's agenda, as the Sciarani & Co. representative was not present. President Boudreau 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 10, 2018 were submitted by Director Myers for approval. Director Myers moved to approve the minutes with the correction. President Boudreau seconded, and all were in favor. The motion passed.
7. **Public Comments and Discussion**
 - None
8. **Accounts Payable:**
 - a. ABC Fire \$140.00
 - b. Alling & Jillson, Ltd. \$2195.83
 - c. ARC Health & Wellness \$316.34
 - d. ARC Health & Wellness \$389.09
 - e. ARC Health & Wellness \$389.09
 - f. ARC Health & Wellness \$310.27
 - g. ARC Health & Wellness \$360.71
 - h. MF Barcellos \$526.07
 - i. Burton's Fire \$125.89
 - j. Care Flight \$30.00
 - k. Care Flight \$30.00
 - l. Frontier \$164.83
 - m. The Knox Company \$7596.00
 - n. The Knox Company \$3114.00
 - o. Lambda Communications \$502.40
 - p. Lambda Communications \$2580.05
 - q. Life-Assist \$191.21
 - r. Life-Assist \$6.92
 - s. LN Curtis & Sons \$2007.30

- t. LN Curtis & Sons \$184.00
- u. Loveberg, Robert \$240.00
- v. Loveberg, Robert \$120.00
- w. Jim Menesini Petroleum \$1217.31
- x. Nevada Division of Forestry \$2500.00
- y. NV Energy \$82.09
- z. NV Energy \$150.99
- aa. NV Energy \$44.46
- bb. NV Energy \$35.40
- cc. Orkin \$360.00
- dd. Orton, Alan \$80.00
- ee. Quill \$53.51
- ff. REMSA Education \$64.00
- gg. REMSA Education \$153.00
- hh. Renner \$11.97
- ii. Renner \$11.50
- jj. Renner \$76.90
- kk. Renner \$80.00
- ll. Renner \$2.09
- mm. Sciarani & Co. \$5000.00
- nn. Sirennet.com \$313.60
- oo. Smith Valley Garage \$157.56
- pp. Smith Valley Garage (\$15.06)
- qq. Spencer, John Thomas \$20.00
- rr. Spencer, John Thomas \$197.95
- ss. Standard Diesel \$810.85
- tt. The Parts House \$37.61
- uu. The Parts House \$39.99
- vv. The Parts House \$153.94
- ww. The Parts House \$87.96
- xx. The Parts House (\$65.98)
- yy. Tyres International \$75.00
- zz. Uniformity \$219.96
- aaa. Valley Radio Service \$525.00
- bbb. Valley Radio Service \$1473.00
- ccc. Verizon Wireless \$140.30
- ddd. Walker River Mechanical \$1135.50
- eee. Wells Fargo Card Services \$394.98
- fff. Wells Fargo Card Services \$336.14
- ggg. Witmer Public Safety Group \$557.95

- 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.

9. Accounts Receivable:

- Ambulance fees collected were \$6,522.92. In addition, we received \$524.00 in CPR Income. Director Myers moved to accept the accounts receivables. Director Abrott seconded, and all were in favor. The motion passed.

10. Correspondence Received:

- None.

11. Discussion and possible action to approve the Fire District policies governing the District's Fuels Reduction Trailer Loan Program and use of the privately owned vegetation disposal site.

- Some residents have inquired about using the site with personal trailers rather than using the District's trailers. This policy was developed in part to help deal with this particular issue. We need to be fair in our dealings with the public and ensure we control the site appropriately. Discussed use of vegetation disposal site. It is private property and not owned or controlled by the SVFPD. The property owner currently does not desire anyone other than the SVFPD to use the site for vegetation disposal. Any exceptions to this will be solely at the property owner's discretion.
- Discussed combining some items on the policy and adding some language regarding the release of liability.
- Director Myers moved to approve the Fire District policies governing the District's Fuels Reduction Trailer Loan Program and use of the privately owned vegetation disposal site with recommended changes to the policy. President Boudreau seconded, and all were in favor. The motion passed.

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

- Discussed disposal site preparation progress and access.
- We have not started the hiring process yet.
- Director Abrott requested that when we get ready to restart the program that we do a press release with program information.

13. Discussion and possible action regarding the purchase of an ambulance.

- Chief Loveberg gave status report. Met with a representative from one of the ambulance companies. Still waiting on more information. Discussed manufacturers we are considering.

14. Discussion and possible action to select a vendor and authorize the Fire Chief to enter into negotiations for a contract for janitorial services for Stations 40 and 42.

- Discussed action options for the three quotes that were provided.
- The amounts are more than we have paid in the past. However, the amount we previously paid was unrealistic for the services provided.
- Director Myers expressed her desire to support a Smith Valley vendor if possible.
- Discussed quotes in detail and the level of service that we desire.
- Director Abrott recommended we formulate a list of what needs to be done, provide that to the vendors who provided quotes, and ask for updated quotes if needed.
- Director Myers moved to provide a list of services needed for janitorial position for Stations 40 and 42, and provide the list to all three vendors who have presented quotes, requesting them to review and adjust their quotes as needed. President Boudreau seconded, and all were in favor. The motion passed.

15. Review, discussion, and possible action regarding updating the Smith Valley Fire Protection District Strategic Plan.

- No action.

16. Fire Chief's Report:

- Chief Loveberg reviewed project/task list and discussed progress on several items.
- 6 calls year-to-date. We ended last year at 179.

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

- Burton's Fire is currently working on pump testing and service. Discovered Brush 42's pump needs work.
- Discussed new Engine 42 siren and Rescue 42 siren part.
- We have the parts to repair Engine 40's electrical auto eject and Engine 42's air auto eject.
- Still waiting on answer regarding whether Rescue 40's turbo will be covered under warranty.

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

- Discussed quote for Knox Box installation.
- Discussed shelving for mezzanine. Needs to be assembled.

19. Smith Valley Fire District Volunteer Comments:

- None.

20. Board Member Comments:

- Director Abrott apologized for being late. He was tied up in Carson City.

21. Public Comment:

- None.

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

- Chief Loveberg noted that budget season is coming soon. He should have some preliminary budget information for next month's meeting.

23. Action to adjourn:

- Director Myers moved to adjourn. President Boudreau seconded, and all were in favor. The meeting was adjourned at approximately 1905.

Respectfully submitted,
SW, Administrative Asst.