

**SMITH VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTOR MINUTES
June 10, 2019**

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

1. The meeting was called to order at 1801 hours by President Boudreau.
2. Board Members present were President Boudreau, Director Myers and Director Abrott. Chief Loveberg was also present, along with other members of SVVFR.
3. **Review and adoption of agenda:** President Boudreau 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 20, 2019 were submitted by President Boudreau for approval. Director Abrott moved to approve the minutes with no corrections or additions. President Boudreau seconded, and all were in favor. The motion passed.

5. Public Comments and Discussion

- None

6. Accounts Payable:

- a. Bauer Compressors \$2034.25
 - b. Bound Tree \$1808.86
 - c. Bound Tree \$676.00
 - d. Channing Bete \$3291.17
 - e. Home Depot \$89.85
 - f. Howell's Lock and Safe \$2450.00
 - g. Life-Assist \$738.13
 - h. Life-Assist \$1357.13
 - i. Mason Valley Janitorial \$1450.00
 - j. Mason Valley Janitorial \$350.00
 - k. NU-Systems, Inc. \$126.00
 - l. NV Energy \$159.37
 - m. NV Energy \$77.91
 - n. Orkin \$360.00
 - o. REMSA \$34.00
 - p. Renner \$13.34
 - q. Renner \$11.58
 - r. Renner \$509.85
 - s. Simpsons Colony Reclamation Canal Company \$6.75
 - t. Spencer, Tom \$69.50
 - u. Uniformity of Nevada LLC. \$749.97
 - v. Verdugo Lawn Care \$200.00
 - w. Wells Fargo \$47.84
 - x. Wells Fargo \$721.80
 - y. Whelen Engineering Company, Inc. \$173.00
- President Boudreau moved to accept the accounts payable as reviewed and presented. Director Myers seconded, and all were in favor. The motion passed. The claims were approved as presented.

7. Accounts Receivable:

- Ambulance fees collected were \$1033.69. In addition, we received \$1,591.35 in Sales & Rental, and \$90.00 in CPR Income. President Boudreau moved to accept the accounts receivables. Director Myers seconded, and all were in favor. The motion passed.

8. Correspondence Received:

- None.

9. Discussion of the status of the Fire Chief and Duty Chief vehicles project, approval confirmation for the purchase of two (2) Dodge Ram 2500, Crew Cab, gas, short wheelbase, 4x4 pickup trucks for \$37,411.25 each, through the Nevada State Purchasing contract, and approve the purchase of four Kenwood TK_5710 mobile radios for use in the vehicles at a cost of \$10,811.56 from the Smith Valley Fire Protection District Acquisition Fund.

- Discussed radios.
- Discussed purchase orders, options.
- President Boudreau moved to confirm the approval of the purchase of two (2) Dodge Ram 2500, Crew Cab, gas, short wheelbase, 4x4 pickup trucks for \$37,411.25 each, through the Nevada State Purchasing contract, and approve the purchase of four Kenwood TK_5710 mobile radios for use in the vehicles at a cost of \$10,811.56 from the Smith Valley Fire Protection District Acquisition Fund. Director Myers seconded, and all were in favor. The motion passed.

10. Discussion and possible approval of additions and updates to the Apparatus Readiness Technician job description to encompass fuels reduction trailer loan program duties and updated format and readability revisions, and authorization for the current Apparatus Readiness Technician to work additional hours as needed, within a 19 hour maximum work week, to assist with the trailer loan program.

- Discussed current Fuels Management Technician job openings. Updates and revisions allow current Apparatus Readiness Technician (ART) to assist with trailer program and/or possibly in lieu of one of the open positions. Current ART works 12 hours per week. Changes allow extra hours up to 19 so he can cover / backup for Fuels Management Tech.
- President Boudreau moved to approve the additions and updates to the Apparatus Readiness Technician job description to encompass fuels reduction trailer loan program duties and updated format and readability revisions, and authorization for the current Apparatus Readiness Technician to work additional hours as needed, within a 19 hour maximum work week, to assist with the trailer loan program. Director Abrott seconded, and all were in favor. The motion passed.

11. Discussion and possible approval of the Smith Valley Fire Protection District Debt Management Policy, including the 5-year Capital Improvement Plan.

- Required to approve annually. Policy is virtually the same, just updated with current information.
- Discussed bonds.
- President Boudreau moved to approve the Smith Valley Fire Protection District Debt Management Policy, including the 5-year Capital Improvement Plan. Director Myers 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.

- The site is now available for use. One of our locks has been installed on the chain.
- Chief Loveberg is working on an agreement between the property owner and SVFPD.
- Positions have been advertised. No information available yet on applicants.

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

- Committee is still working, but progress has been delayed by the Duty Chief vehicle purchases.

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

- No action.

15. Fire Chief's Report:

- 74 calls to date; 9 since last meeting
- Discussed fire restrictions. Fuels are drying and weather warming; close to closing burning.
- Locksets on person doors at Station 41, 42, and Central upgraded to same lockset, same key and same code.
- Interviews for Administrative Assistant are scheduled for the 12th with 4 candidates.
- New Upper Colony Fire Adapted Communities Chapter being formed (Wedertz Ln. to Sharon Dr.). Chief Loveberg attended a meeting last week. Offered Sta. 42 as a meeting place for July 16 at 1800.

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

- Brush 40 is still in Modesto for repair.
- Brush 42 foam unit not flowing foam. When Brush 40 returns, we have a mechanic ready to work on Brush 42.
- Other minor repairs still needed.
- No bill for Rescue 40's turbo yet.

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

- No new action.
- Director Abrott inquired about grindings for the parking lot. Chief Loveberg has not talked with the company yet.

18. Smith Valley Fire District Volunteer Comments:

- Chief Loveberg reminded everyone of the annual BBQ July 13.

19. Board Member Comments:

- President Boudreau complimented SVFPD on our fleet and equipment after travelling and visiting many rural fire departments.

20. Public Comment:

- None.

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

- None.

22. Action to adjourn:

- President Boudreau moved to adjourn. Director Myers seconded, and all were in favor. The meeting was adjourned at 1845.

Respectfully submitted,
SW, Administrative Asst.