

**SMITH VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTOR MINUTES
September 9, 2019**

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 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 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 August 12, 2019 were submitted by Director Myers 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. Alling & Jillson \$200.00
 - b. Armstrong Medical \$2688.00
 - c. Carson Dodge Chrysler Jeep \$74,822.50
 - d. Frontier \$286.95
 - e. Care Flight \$30.00
 - f. Care-Flight \$30.00
 - g. Life-Assist \$456.16
 - h. Life-Assist \$111.72
 - i. Life-Assist \$54.26
 - j. Life-Assist \$48.47
 - k. Life-Assist \$54.40
 - l. LN Curtis \$2398.50
 - m. LN Curtis \$3291.60
 - n. LN Curtis \$520.00
 - o. Home Depot \$109.72
 - p. DLT Consulting & Investigations \$250.75
 - q. Mason Valley Janitorial \$350.00
 - r. Mason Valley Janitorial \$350.00
 - s. Menesini Petroleum LLC \$835.09
 - t. Menesini Petroleum LLC \$406.77
 - u. Nevada Division of Forestry \$1578.75
 - v. New Pig \$2495.17
 - w. NU-Systems, Inc. \$126.00
 - x. NV Energy \$46.45
 - y. NV Energy \$237.85
 - z. NV Energy \$35.41
 - aa. NV Energy \$79.59
 - bb. Orkin \$360.00
 - cc. Quill.com \$148.39
 - dd. Quill.com \$113.19
 - ee. Quill.com \$3.29

ff. Quill.com \$226.38
gg. REMSA \$72.00
hh. REMSA \$12.00
ii. REMSA \$102.00
jj. REMSA \$12.00
kk. REMSA \$68.00
ll. REMSA \$34.00
mm. Renner \$11.98
nn. Renner \$1.49
oo. Renner \$8.99
pp. Renner \$3.29
qq. Renner \$39.98
rr. Renner \$.72
ss. Rocky Mountain Ambulance \$80.72
tt. Rocky Mountain Ambulance \$45.11
uu. Silver State Industries \$47.00
vv. Standard Diesel and Repair \$65.03
ww. Spencer, Tom \$31.78
xx. True Value Hardware \$47.66
yy. Tyres International \$789.21
zz. Verdugo Lawn Care \$200.00
aaa. Verizon Wireless \$274.80
bbb. Wells Fargo Card Services \$97.29
ccc. Wells Fargo Card Services \$719.75
ddd. Wells Fargo Card Services \$1095.59
eee. Wells Fargo Card Services \$382.84
fff. Yerington Auto Parts \$333.18
ggg. Yerington Auto Parts \$14.99
hhh. Yerington Auto Parts (\$14.14)
iii. Yerington Auto Parts \$36.30
jjj. Yerington Auto Parts \$7.99
kkk. Zoll Medical Corporation \$479.96

- 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.

7. Accounts Receivable:

- Ambulance fees collected were \$606.07. In addition, we received \$1,591.35 in Sales & Rental, \$501.50 in Plan Review Fees, and \$320.00 in CPR Income. Director Myers moved to accept the accounts receivables. Director Abrott seconded, and all were in favor. The motion passed.

8. Correspondence Received:

- None.

9. Approval of the District Fire Chief's 2018/2019 Performance Appraisal and possible merit increase effective on his anniversary date.

- Director Myers moved to continue the item until the next meeting to give all Board members an opportunity to review. Any merit increase will be made retroactive. President Boudreau seconded, and all were in favor. The motion passed.

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

- The trailer loan program is active. An average of 2 trailers per week are being delivered, sometimes multiple trips for the same resident. Comments have been positive.
- There is no waiting list for trailers at this time.
- We are still waiting on Mr. Fulstone to respond regarding the agreement.
- Director Abrott inquired if pine needles could be included. Chief Loveberg will have to ask Mr. Fulstone.
- We have received applications for the Fuels Management Technician position. They have been reviewed, and we are making preparations to do interviews. We should be ready to make a job offer soon.

11. Discussion of the status of the Fire Chief and Duty Chief vehicles project, approval confirmation for the purchase of two A.R.E. V Series truck caps at \$6537.19; two DeeZee bumper guards at \$777.91; two Westin HDX Nerf Steps at \$1471.99; two Extendobed bed slide storage and command center units for approximately \$14,000; painting of the upper cabs and hoods at approximately \$1600; striping, lettering and graphics at approximately \$1,000; the upfitting of the vehicles with emergency lighting, sirens, consoles, mounts, battery charger, inverter, etc. at approximately \$23,000; and miscellaneous tools and equipment for a total, not to exceed cost for these items of \$50,000 from the Smith Valley Fire Protection District Acquisition Fund.

- Discussed purchase orders and quotes for stated upfitting items. Still waiting for quotes for some items.
- Per Chief Loveberg, cost may exceed \$50,000 due to actual cost of extendobeds. Chief Loveberg recommends raising the total to \$55,000.
- Director Myers moved to approve the purchase of two A.R.E. V Series truck caps at \$6537.19; two DeeZee bumper guards at \$777.91; two Westin HDX Nerf Steps at \$1471.99; two Extendobed bed slide storage and command center units for approximately \$16,000; painting of the upper cabs and hoods at approximately \$1600; striping, lettering and graphics at approximately \$1,000; the upfitting of the vehicles with emergency lighting, sirens, consoles, mounts, battery charger, inverter, etc. at approximately \$23,000; and miscellaneous tools and equipment for a total, not to exceed cost for these items of \$55,000 from the Smith Valley Fire Protection District Acquisition Fund. Director Abrott seconded, and all were in favor. The motion passed.

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

- No action due to Duty Chief vehicles project.

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

- No action.

14. Fire Chief's Report:

- 124 incidents to date. Discussed recent mutual aid call and fire calls.
- Stand by service for Smith Valley football games has begun and is going well.
- Received an application for a new volunteer.
- We have a volunteer in an Advanced EMT Class.

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

- As a result of sending a water tender to the Canyon Fire, we had a tire damaged and replaced.
- Small trailer repairs.
- Other minor repairs completed and needed.

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

- No progress, other than 2 flammable materials safety cabinets were received. We have to move some things around to make room for them.

17. Smith Valley Fire District Volunteer Comments:

- Volunteer John Urrutia inquired about how long it will take to complete the Duty Chief vehicles. Chief Loveberg estimated 3 months.

18. Board Member Comments:

- President Boudreau will not be present at next month's meeting.
- Director Myers commented that it is nice to see some new faces at our meeting.

19. Public Comment:

- None.

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

- Chief Loveberg's performance evaluation.

21. Action to adjourn:

- Director Myers moved to adjourn. Director Abrott seconded, and all were in favor. The meeting was adjourned at 1844.

Respectfully submitted,
SW, Administrative Asst.