

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

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

1. The meeting was called to order at 1800 hours by Director Abrott.
2. Board Member present was Director Abrott. President Boudreau attended by phone. Director Myers was absent. Chief Loveberg was present, along with other members of SVVFR.
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. **Approval of Minutes**
 - The minutes from the last Board of Directors regular meeting on September 9, 2019 were submitted by Director Abrott for approval. President Boudreau moved to approve the minutes with no corrections or additions. Director Abrott seconded, and all were in favor. The motion passed.
5. **Public Comments and Discussion**
 - None.
6. **Accounts Payable:**
 - a. ARC Health & Wellness \$185.27
 - b. ARC Health & Wellness \$25.00
 - c. Fire Engineering \$79.00
 - d. Flyers \$106.99
 - e. Frontier \$303.52
 - f. Life-Assist \$63.44
 - g. Life-Assist \$928.23
 - h. LN Curtis \$189.00
 - i. Mason Valley Janitorial \$350.00
 - j. Jim Menesini Petroleum \$334.36
 - k. Nevada Division of Forestry \$1578.75
 - l. NV Energy \$42.00
 - m. NV Energy \$265.09
 - n. NV Energy \$37.62
 - o. NV Energy \$85.58
 - p. On the Side Graphics \$192.00
 - q. Orkin \$360.00
 - r. Orton, Alan \$120.00
 - s. REMSA \$81.00
 - t. REMSA \$6.00
 - u. Renner \$39.96
 - v. Renner \$1.49
 - w. Smith Valley Garage, Inc. \$104.50
 - x. Spencer, John Thomas \$120.00
 - y. Uniformity of Nevada, LLC \$191.98
 - z. Uniformity of Nevada, LLC \$53.99
 - aa. Verdugo Lawn Care \$200.00
 - bb. Verizon Wireless \$137.33
 - cc. Wells Fargo Card Services \$295.57
 - dd. Wells Fargo Card Services \$2191.04

- 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.

7. Accounts Receivable:

- Ambulance fees collected were \$8,840.08. In addition, we received \$1,591.35 in Sales & Rental, \$107.98 in reimbursements, \$100.00 in donations, and \$405.00 in CPR Income. President Boudreau moved to accept the accounts receivables. Director Abrott seconded, and all were in favor. The motion passed.

8. Correspondence Received:

- Thank you letter from His Word Christian Academy for our visit on October 2, 2019 for Fire Prevention Week.

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

- After discussion, President Boudreau moved to continue this item to next month's meeting so all Board members can be present. Director Abrott 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. We generally have a minimum of two trailers out at a time. We often take multiple loads during the 3 days loan period. Comments have been positive.
- Director Abrott inquired if we had an answer regarding if pine needles could be included. Chief Loveberg responded that pine needles are acceptable as long as they are mixed in with other materials. President Boudreau also commented that there are grass clippings at the school, and they have asked about how to dispose. He will give the requester contact info for Chief Loveberg and Alan Orton.

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

- Continuing. Our 2 Duty Chief vehicles are almost done. Should be about 3 months.

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

- President Boudreau suggested we schedule another special meeting. We will schedule that at our next regular meeting.

13. Fire Chief's Report:

- 145 incidents to date; 21 since last meeting; 7 fire, 14 EMS. Provided mutual aid to Mason Valley Fire for a hay stack fire.
- Fire Prevention presentation at the Smith Valley School went well. We were able to borrow the East Fork/Tahoe Douglas Fire Life Safety Trailer.
- Football standbys are going well.
- We have applications for two new volunteers from interest forms obtained at Fun Day. One potential volunteer has passed his interview. We are in process of background check and volunteer physical.
- New Duty Chief vehicles are at the body shop for painting; should be done this week. They are scheduled to go in the shop Monday to install shelves, steps, bumper guards, seat covers, etc.

After that we will complete striping and graphics. We are still working on up-fitting quotes. Still working on extend-a-bed design to make sure toolboxes will fit.

- Got a quote from Overhead Door for replacement doors / openers at Central. We are just short of the capital expense limit. Will get a quote for replacing the third opener.

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

- Everything operational at this time. Some minor repairs pending.

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

- Painting of shipping container will start the end of this week / next week. Got a quote. Volunteers may assist with the cost, estimated \$1850.
- Summer Walker asked about the drainage issue at Station 40. Chief Loveberg hopes to make progress on this soon.
- Director Abrott asked about Station 42's water tank project. Chief Loveberg will ask about the septic company helping to assist with finding the septic tank.

16. Smith Valley Fire District Volunteer Comments:

- None.

17. Board Member Comments:

- Director Abrott attended Alienfest and observed multiple agencies working together. There is a unique device in Stagecoach for training for ventilating buildings.

18. Public Comment:

- None.

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

- Chief Loveberg's performance evaluation.
- Schedule Strategic Plan Meeting(s).

20. Action to adjourn:

- President Boudreau moved to adjourn. Director Abrott seconded, and all were in favor. The meeting was adjourned at 1833.

Respectfully submitted,
SW, Administrative Asst.