

**North Lyon County Fire Protection District**  
**195 East Main Street**  
**Fernley, Nevada 89408**  
**District Office (775) 575-3310    District Fax (775) 575-3314**

MINUTES

of a Joint Meeting of

NORTH LYON COUNTY FIRE PROTECTION DISTRICT  
And  
CITY OF FERNLEY

April 4, 2016

**1. Call to Order**

Meeting called to order by Director Carr on April 4, 2016 at 1619 hours. Directors present include Director Osborn, Director Carr, Director Watson and Director Daggitt. Director Heston was absent.

The Pledge of Allegiance was led by Louie Diaz. A moment of silence followed.

**2. Public Comment (No action will be taken on any subject during public participation until it has been properly placed on an Agenda for a subsequent meeting)**

Daphne Hooper, City of Fernley City Manager stated they City of Fernley received a letter from Chief Huntley regarding building and feels there needs to be a joint meeting with the City of Fernley and North Lyon Fire Board of Directors to discuss challenges we face. She would like to work with Chief Huntley to set a date.

**3. Consent Agenda\***

- 3a. Approval of Board Agenda
- 3b. Approval of Board Minutes
- 3c. Approval of Revenue and Expenditures
- 3d. Approval of Reports

Director Carr made a motion to approve Consent Agenda as presented.

Director Daggitt seconded the motion.

The motion carried as follows: 4-0-1

Osborn	Aye	Heston	Absent
Carr	Aye		
Watson	Aye		
Daggitt	Aye		

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**4. Discuss and action to approve the Fiscal Year 2016-2017 Tentative Budget\***

Chief Huntley stated was excited about the 2016-17 budget. He explained the budget, salaries, equipment and apparatus purchases and reported there are no major projects for 2016-17 except for the purchase of new SCBA's which is about \$35,000.00. He stated that with the County shortfall the District is not effected. Chief Huntley reported that the ambulance revenue is up and we are trending upwards on all accounts.

Director Watson stated he worked on the budget with Chief Huntley and they accounted for a new Part-Time Admin Clerk and salary increases. Chief Huntley stated that staff has not has merit increases in eight years and no cost of living increase in over five years. He stated a merit increase needs to be looked at for all employees not just those mentioned in the budget.

Director Osborn made a motion to approve the Fiscal Year 2016-17 Tentative Budget as presented.

Director Watson seconded the motion.

The motion carried as follows: 4-0-1

Osborn	Aye	Heston	Absent
Carr	Aye		
Watson	Aye		
Daggitt	Aye		

**5. Discussion and action regarding 2016 Tax Initiative\***

Director Daggitt stated he received an email from Josh Foli, Lyon County Comptroller, regarding North Lyon Fire Tax Cap and the highest we can ask for is .0529 cents. He stated for 20,000 to 30,000 people in our community we need 12 line staff per day, absolute minimum would be 8 line staff per day, we are operating on 4 line staff and 1 chief officer per day. He stated that does not meet NFPA standards, we are way below the standard.

Director Watson asked if the District could ask for a 318 Paramedic Tax. Director Carr stated that would have to be agenzized for another meeting, but she is researching that option to bring back to the Board. Director Watson stated that we need to be proactive to prepare for future growth.

Director Daggitt made a motion to approve the 2016 Tax Initiative for 0.529 on the 2016 Ballot. Director Osborn seconded the motion.

The motion carried as follows: 4-0-1

Osborn	Aye	Heston	Absent
Carr	Aye		
Watson	Aye		
Daggitt	Aye		

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**6. Discussion and action regarding budget line item for Clerical Assistant Position\***

Chief Huntley stated the Board needs to approve a budget line item for the new Clerical Assistant Position, per the Comptroller. He suggested using the Temporary Staffing line item until the new fiscal year. He stated he would like to move this to a full time position in the near future.

Director Carr made a motion to approve funding the Clerical Assistant Position from the Temporary Staffing Line Item Budget.

Director Osborn seconded the motion.

The motion carried as follows: 4-0-1

Osborn	Aye	Heston	Absent
Carr	Aye		
Watson	Aye		
Daggitt		Aye	

**7. Discussion and action regarding Station 62 Repairs\***

Chief Huntley informed the Board that when an Engine returned to Station 62 after an incident, the Engine clipped the corner of the building and there was some damage. He stated all procedures were followed and there were no personnel injuries. Chief Huntley stated he contact the insurance company and was told to move forward with the repairs and send the bill to Glatfelter Company after the work is complete. He stated he tried to get four bids but only received two and he would like to get moving on the repair.

Director Carr made a motion to approve the repair of Station 62 using Oberg Builders per the bid quote.

Director Daggitt seconded the motion.

The motion carried as follows: 4-0-1

Osborn	Aye	Heston	Absent
Carr	Aye		
Watson	Aye		
Daggitt		Aye	

**8. Discussion and action regarding Fire Chief Annual Evaluation\***

Director Osborn read four evaluations into record, Director Heston did not submit an evaluation. Discussion ensued regarding each evaluation. Dire Osborn stated that Chief Huntley has done a good job and would like to move to the next item.

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**9. Discussion and action regarding Fire Chief Employment Agreement\***

Director Watson stated the agreement presented is very common for Fire Chiefs and feels the increase in pay is warranted. He stated Chief Huntley has not had a raise in two years and the Board needs to bring his salary to the standard Fire Chief salary level.

Director Osborn stated he doesn't want to make a motion until after the Board discusses the CBA and knows the costs associated with negotiations. He stated he is not against the agreement or pay increase.

**10. Reports of Directors, District Fire Chief, Staff, Volunteers, Rehab, CERT**

Becki Howlett reported that CERT just put 35 people through the class and has 15 members with NLCFPD.

Sue Seidle reported that Rehab has moved into the excess ambulance and they are excited to be able to use it when needed.

Louie Diaz reported that the Volunteers appointed a fund raising committee and on their first event they raised just under \$2,000.00 for air packs, they plan on doing more.

Chief Huntley reported that the revenue projections are up about \$8,000.00 as of today. He also reported that there will be an Open Meeting Law Training with the City of Fernley on April 25<sup>th</sup> and he encourages all Board Members to attend if they can.

Chief Huntley reported the new Type 3 Truck should be here at the end of the month. He reported an ambulance did break down but has been repaired.

Chief Huntley reported on the letter he wrote to the City of Fernley regarding building and future growth, the stated we have gotten the attention of the community. He stated he is looking forward to the joint meeting and getting solutions to the issues.

Director Watson thanked Chief Huntley and the Board for doing an outstanding job and stated he is looking out for what is best for the community.

Director Daggitt had nothing to report.

Director Carr reported that she had a meeting with Mrs. Hunewill, Mrs. Miller and Chief Huntley regarding grants and reports she asked for several months ago. She stated she is requesting we be good at one or two grants not so-so with several grants. We need to put in for grants we can handle and be good at, not go for every grant just because it is out there. Director Carr stated she does not want the District getting in trouble for not following the grants rules.

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Director Carr stated she is very passionate about the District and did not run for re-election, but will still be a part of the District and at every meeting after December. She still has a lot to say and a lot to give to the District and Fire Service.

Kasey Miller reported there is an Open House on May 21, 2016, this event is funded by the SAFER Grant.

Director Osborn thanked Kasey Miller and stated she is doing an amazing job and he is sorry that he is busy at work and cannot be here as much as needed. He stated he is glad the City of Fernley showed up to our meeting and would like to see more community involvement so they know the challenges we face every day. He is happy to be working with the City of Fernley to find solutions to the issues in our community.

Director Osborn asked that we move to item #13 Public Comment before we go into Closed Session.

**13. Public Comment**

Sue Siedle stated she is looking forward to the joint meeting and looking for solutions. She stated that Mayor Edginton has some ideas regarding a Paramedic District and other ideas that do not have to go to the voters.

Recess at 1926.  
Reconvene at 1930.

**11. CLOSED SESSION to Discuss Labor Negotiations**

Closed session to discuss Labor Negotiations at 1930.  
Return to Open Meeting at 1943.

**12. Discussion and Possible Action to Ratify Labor CBA\***

Director Carr made a motion to accept the CBA as presented for 2016-2019 with the MOU.  
Director Daggitt seconded the motion.

**13. Public Comment**

None

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**14. Adjournment\***

Director Osborn made a motion to adjourn the meeting.  
 Director Carr seconded the motion.

The motion carried as follows: 3-0-2

Osborn	Aye	Heston	Absent
Carr	Aye	Watson	Aye
Daggitt	Aye		

**NOTE(s):    All items indicated by an asterisk (“\*”) were Action Items.**  
**A complete and detailed record of this meeting was recorded on CD**  
**April 4, 2016.**

Respectfully Submitted By:

\_\_\_\_\_  
 Kasey Miller, Office Supervisor  
 North Lyon County Fire Protection District

June 16, 2016  
 Date

Approval of Minutes

	<u>For</u>	<u>Against</u>	<u>Abstain</u>	
<input type="radio"/> Approved as Read _____	___	___	___	___
<input type="radio"/> Approved with Corrections _____	___	___	___	___

\_\_\_\_\_  
 Jon Osborn, Vice-Chair  
 North Lyon County Fire Protection District

\_\_\_\_\_  
 Date