

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

MINUTES

NORTH LYON COUNTY FIRE PROTECTION DISTRICT

January 18, 2018

1. Call to Order

The meeting was called to order by Director Osborn at 1800 hours.

Directors present included; Director Osborn, Director Carr, Director Watson, Director McCassie and Director Hon.

The Pledge of Allegiance was led by LeRoy Goodman. 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. Public comments are limited to 3 minutes.)

Citizen, LeRoy Goodman stated he has been a Fernley resident since 1965.

He said on November 25, 2017 he and his wife were returning from Las Vegas where they spent Thanksgiving. As he was coming through Weeks, NV he saw lights flashing. He crossed the railroad tracks and drove off into the sidewall because a North Lyon County Fire District vehicle sped by him going at least 90 mph. As he got to the bottom of the hump, the driver of the other vehicle was already across the flats and going up the next hill. There was quite a bit of traffic that day, the Saturday after Thanksgiving, and the public was endangered, and the speed limit was certainly being ignored. He said he wondered what was going on, there must be a major catastrophe in Fernley. He said he found out a couple of days later when he contacted one of the members of the North Lyon County Fire Protection District Board, Dan McCassie, that there was a fire that day, but it wasn't that big of a deal. He said it took the Fire Chief one hour and eleven minutes to respond, which brings up the questions of; "What is the Fire Chief doing living out of the District, and what is the Fire Chief doing with that vehicle, paid for by the North Lyon County taxpayers out of the District?". He said seventy-one minutes to respond, there is no sense in responding because you're not going to be any good anyway. Mr. Goodman said there are other people that live right here that he is sure responded and sure enough, as he found out the other day after that, the fire was pretty much controlled, contained and out by the time the Fire Chief got here. He said this just brings up a couple more points for him to put across as he has been on their side of the Board lots of times. "The Fire Board is an elected Board by the residents of North Lyon County Fire District, the voters, that's all. You have a liability of the actions of your employees, including the Fire Chief. You are personally responsible and fiduciarily responsible also.

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You have a \$100,000.00 limit, but you can be sued for a \$100,000.00, each one of you personally. Insurance doesn't pay that, the Fire District doesn't pay that, you pay that. If the Chief or whoever was driving this vehicle, and I assume it is, hit somebody, caused mayhem on the highway that day this District doesn't have enough money to pay for what would have happened. I'm very upset, my wife was shaking so bad and she was just beside herself and said, "What's the matter with that (expletive) fool"? You need to keep this in mind if you have things further down the road. It's still very upsetting to me that there was no cause, no reason for this action. I am not putting the blame on anybody except you guys. You five people, elected Board Members of the NLCFPD are responsible. If you allow this vehicle to be taken 50 miles out of the District, through another District to another District home every night, you're responsible. You have a problem there. If you allow your Chief to live 50 miles or more away, you have a problem. Tax payers in NLCFPD, I think, expect a little bit more. You have a real responsibility, this is an important job. Unfortunately, most people just 'poo-pa' Fire Protection District or when they have a fire, they'll come. They don't understand the ins-and-outs of what happens during this. The other thing I'd like to ask for too, before we close is a copy of the Audit."

Director Osborn asked, "Which Audit was that?"

Mr. Goodman said, "Your latest Audit, you're required to have an Audit."

Office Manager, Mrs. Miller stated, "We did get an extension and our Audit will be signed. I've talked to Susan Lewis, our auditor, and we are having a meeting on January 29th at 6:00 p.m. to approve and finalize the audit. That is all compliant with the Department of Taxation as we did get an extension."

Mr. Goodman reiterated his desire for a copy of the audit to which Mrs. Miller advised it is publicly posted on our website for everybody to look at.

Mr. Goodman responded he doesn't get on the website to which Mrs. Miller advised, "we can definitely get you a copy of it."

Mr. Goodman stated, "That's all I have, thank you for your time, have a good meeting. Like I say, you have a very important job, a lot of responsibility and keep in mind all the responsibilities you have to North Lyon County Fire District residents. Over 20,000 of us now and growing and tougher every single day. I know you work with the City, but you need to keep working with the City very closely, mostly concerning all the growth that's coming in and the problem it creates not only with the number of people, but also the size of roads and accessibility for your equipment to get to any possible problem. Thank you very much, appreciate it."

Citizen Kevin Standlee stated he does not know what a Burn Permit says regarding what can and cannot be burned because he has never had to get one. He said he walks around town quite a bit and he saw a person burning a big pile of junk. He said he wonders if it is a great idea to burn plastic and release carcinogens in the air as well as the odor.

Office Manager, Mrs. Miller stated the Permits state what you can and cannot burn and if you see someone burning excessively or outside of the regulations, you can call 911 and report it.

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3. Consent Agenda* (All matters listed under the consent agenda are considered routine and may be acted upon by the Board of North Lyon County Fire Protection District with one action, and without an extensive hearing. Any member of the Board or any citizen may request that an item be taken from the consent agenda, discussed, and acted upon separately during this meeting.)

- 3a. Review & Approve Meeting Agenda
- 3b. Review & Approve Minutes
- 3c. Review and Approve Revenues and/or Expenditures
- 3d. Review of Summary Reports

Director Carr made a motion to approve Consent Agenda 3a, 3b, 3c and 3d.
Director Watson seconded the motion.
The motion carried as follows: 5-0-0

Osborn	Aye	Watson	Aye
Carr	Aye		
McCassie	Aye		
Hon	Aye		

4. Election of 2018 Board of Director Positions*

Director Osborn nominated Chief Carr for Chairman.
Director McCassie seconded the motion.
The motion carried as follows: 5-0-0

Osborn	Aye	Hon	Aye
Carr	Aye		
Watson	Aye		
McCassie	Aye		

Chairman Carr nominated Director Watson for Vice-Chair.
Director Osborn seconded the motion.
The motion carried as follows: 5-0-0

Carr	Aye	Hon	Aye
Watson	Aye		
Osborn	Aye		
McCassie	Aye		

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Director Osborn nominated Pat Hon for Secretary/Treasurer.
Director Watson seconded the motion.
The motion carried as follows: 5-0-0

Carr	Aye	Hon	Aye
Watson	Aye		
Osborn	Aye		
McCassie	Aye		

Director Carr thanked the Board for their confidence in him, and he congratulated Director Watson and Director Hon. He thanked Director Osborn for his longevity and commitment to the Board and District. Director Carr said as elected officials the Board will work hard to represent the constituents and their concerns.

5. Discussion and action of District Fire Chief Employment Contract with NLCFPD*

Director Carr stated he has had this item on the agenda a couple of times and he would like District council to review the contract; also giving Chief Huntley time to review the contract with his council. Director Carr stated it is not a reflection on Chief Huntley personally, but there is certain contractual language he is not comfortable with and discrepancies he does not believe in.

Director Hon asked if there are certain areas of the contract the Board should focus on.

Director Carr said that without reviewing his notes; Professional Liability, and the ability to re-open the contract are two items his is concerned with.

Mrs. Miller suggested she acquire Director Carr's notes regarding these areas and email them to the Board. Director Carr agreed.

Chief Huntley said the Directors can meet with him as long as they don't have a quorum since his opinion regarding these items is to meet with the Board to discuss them.

Director Osborn asked when Chief Huntley's contract is up.
Chief Huntley stated in 2019.

Director Carr agendized the item for action at February 8, 2018 meeting.

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6. Discussion and action regarding Longevity Pay*

Director Carr stated Longevity Pay has been previously discussed, and it only affects administrative employees because it is built in to the CBA for non-union personnel. He asked Mrs. Miller what is currently in the contract regarding the percentages.

Mrs. Miller stated the current percentage is .5% per year after 7 years of employment.

Director Hon asked if there is a cut-off.

Director Carr recited Article 55 regarding Longevity as follows:

“All employees who have completed the total of 7 years of full-time service to the District, shall be entitled to Longevity Pay at the rate of an additional of .5% added to the top step base pay for the employees rank or position for each year of continuous service with the District up to a maximum longevity increase of 12.5%. An employee’s eligibility for Longevity Pay must be reviewed on the anniversary of that employees hire date each year. The longevity increase will be added to the employees bi-weekly paycheck.”

Discussion ensued.

Citizen Chris Murphy stated that as individual Board Directors, they can research surrounding Districts Longevity Pay percentages for comparison, and he suggests the Board do that.

Director Carr stated the Board is creating something new, and because of that, gathering and discussing new information is necessary.

Chief Huntley recommended setting a date as a goal to complete this item.

Director Carr said the goal should be to complete research prior to the February meeting, especially with budget planning coming up.

Discussion ensued.

Director Carr tabled the item to be agendized for the February meeting.

7. Discussion and action regarding purchasing radios for apparatus*

Chief Huntley stated the new ambulance will need two radios; an EMS radio and four heads for EMS & Fire.

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Chief Huntley said the actual radio will be mounted in the rig and the four heads are used to operate the radio. He stated the North Star Ambulance will arrive pre-wired, and Sierra Electronics is the sole provider in Northern Nevada for purchase and installation. Chief Huntley said it would be more efficient to have Sierra Electronics install it because if there is a problem later it can be taken back to them for repair. Additionally, he said staff are too busy with daily operations to install it.

Director Carr agreed that Sierra Electronics has been in business since he can remember, and they are reputable.

Director Osborn made a motion to approve the purchase of radios for apparatus in the amount of \$6,466.84.

Director Hon seconded the motion.

The motion carried as follows: 5-0-0

Carr	Aye	McCassie	Aye
Watson	Aye		
Hon	Aye		
Osborn	Aye		

8. Discussion and action regarding uniform badges for Volunteers*

Director Osborn stated the Volunteer and Staff badges should all be equal in size. He said the Volunteers do work they would want to be paid for, and since the District can't afford to do that, we can give them a decent size badge.

Discussion ensued.

Director Osborn made a motion to replace all small Volunteer badges with large badges.

Director McCassie seconded the motion.

The motion carried as follows: 5-0-0

Carr	Aye	McCassie	Aye
Watson	Aye		
Hon	Aye		
Osborn	Aye		

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9. Discussion and action regarding 2018 Tax Initiative and Ballot Question*

Chief Huntley stated Captain Kuntz initially asked for this item on the agenda and he agreed the item needs to be discussed.

Director Osborn asked the Board if they want to move forward in having a Ballot question on the November 2018 Ballot. He said the decision is whether to have a question on the Ballot, and if so, put together a committee to organize the question and do the processes to get the question on the Ballot. He said a motion should be made to have a Ballot question for a Tax Increase in the 2018 election.

Chief Huntley stated he feels the Board should make a motion to support that effort.

Director Carr stated of the four Districts, North Lyon has the lowest tax rate. He said the District has looked at every possible source of revenue and will continue to do so. Director Carr stated he has had citizens comment to him on the District having a new Engine, and his response has been, “the apparatus may be new to the District, but it is still over 20 years old!” He said most apparatus is replaced after 15 to 20 years. Director Carr stated legislatively is the best way the District will get this done, and the City is facing the same issues. He said legislation is basically the only move the District has left and cannot go to the legislature without being able to say that every avenue of generating revenue has been exhausted. He said the District will need to be able to specify when and what was done prior to bringing it to the legislature. Director Carr said this needs to be done quickly since early voters represent 70 to 80%.

Director Osborn made a motion to support the Tax Initiative Ballot Question for 2018.

Director McCassie seconded the motion.

The motion carried as follows: 5-0-0

Carr	Aye	McCassie	Aye
Watson	Aye		
Hon	Aye		
Osborn	Aye		

10. Reports of Directors, Staff, Volunteers

Chief Huntley stated he hoped the Board was able to read the memo Captain Criscione attached regarding Single Role staffing, including budgetary information regarding salary. Chief Huntley said funding issues will need to be discussed in the budget for next year.

Chief Huntley stated effective February 1, 2018 he is going to establish a new policy on Marijuana establishments and businesses. He said he has already had a meeting with the Fire Marshal and Code Officials.

TEAMWORKINTEGRITY**SERVICE**

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Chief Huntley stated The City of Sparks already has a policy, and he likes it since it is not addressed in the Fire Code. He stated in March he will bring the Board a request to adopt the policy. Chief Huntley said the Captains completed their probationary period and they are doing well. He said he is interested in more of their input because of the new Command Structure, saying we need to use it. Chief Huntley stated there are Board Directors that have local businesses, and he feels it best to have a third party do those inspections. He advised the State Fire Marshal's Office will do the inspections.

Mrs. Miller stated Chet Ferrel's Service will be at 1:00 p.m. at the Veteran's Cemetery on Saturday January 27th, and we will have a ladder truck there. She said afterword there will be a Celebration of Life at Station 61. Mrs. Miller reported working the auditor and accountant, and an emergency meeting on January 29, 2018 at 6:00 p.m. to approve the 2016-2017 Audit is necessary. She said there was an extension, but the audit must be to the Department of Taxation by January 30th. Mrs. Miller stated she will email the two signed copies to Susan Lewis at the Department of Taxation directly after the meeting, and mail hard copies in the morning. Mrs. Miller noted several Thank You letters and cards regarding Spooktacular, the recent Napa Valley Fires and Richard Wainscot's service. Mrs. Miller thanked Director Osborn for his service, and it is a pleasure working with him.

Director Watson stated the Christmas Party was great and thanked all for their hard work.

Director Osborn suggested to start planning now for an Open House in April or May. He said he likes when the Forest Service as well as the Red Cross attend because they bring in a lot of business. He said the organizers of the Firehouse Fundraiser would be very helpful with the planning. Director Osborn reported to handle fireworks, you must have an Assistant Pyrotechnics License. He said he has been working with Lantis Fireworks to have a class here and they have agreed to a class on April 21, 2018 at 2:00 p.m. He said there may be people from adjoining states attending, and the State Fire Marshal's Office will administer the test that will include discharging actual fireworks.

Volunteer President Louie Diaz stated no changes regarding additional Volunteers. He said there will be a Potluck Meeting on February 13, 2018 and Board members and paid staff are invited to attend. He stated they are working on getting five Volunteers to attend the NSFA Conference in Ely, Nevada this year. Mr. Diaz added there will also be new E-Board elections in April.

CERT Member Becki Howlett stated they are trying to get a new coordinator. Chief Huntley stated Volunteer Terry Craig has accepted to work on one Grant. He stated Mr. Craig is going through the Firefighter I Program now; has an extensive Real Estate background and brings a law enforcement background as well.

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Mr. Craig stated he feels there is a lot of money from Public Grants as well as Private Grants available to the District. He said perhaps the many companies that will be living in our community in the future, would supply funding to the District to make their employees safer. Mr. Craig said he is excited about the opportunity, and the Volunteers have been teaching him a lot, and the District is very lucky to have such a great Volunteer Staff.

CERT Member Becki Howlett said she is trying to get the upcoming CERT meeting moved to the 12th of February. She said she spoke with Captain Criscione about getting a Triage Training scheduled.

Rehab Member Becki Howlett reported several new members at meetings, and one whom has attended their third meeting will be voted on at the upcoming meeting. She said they have been utilizing the electric sign in front of Station 61 to advertise meetings, and it has attracted several walk-ins. Mrs. Howlett reported a sign-up sheet in the Training Room for the upcoming Potluck Dinner and all are welcome. She said set-up is at 5:00 p.m., dinner at 6:00 p.m. and training at 7:00 p.m. She said the main dishes will be chicken and chili, but side dishes are needed. Mrs. Howlett reported Director Watson suggesting planning the Open House for May 5, 2018 as there will be Plane Training.

Office Manager Mrs. Miller thanked the Board for the new flooring and paint at Station 61 saying everything looks and feels much cleaner. She said it is very nice to come in to work with those changes.

Director Carr encouraged the Board Members to attend as many Volunteer, CERT and Rehab Meetings as they can to let them know they are not forgotten, and to answer any questions they may have. He said it falls under the Board's purview of responsibility, and it is a good, supportive thing to do. Director Carr reminded the Board, and gallery of the upcoming NSFA Training to be in Ely, NV this year and anyone who can attend should. He said it is great training and comradery, and the opportunity to meet other agencies for networking.

Director Carr encouraged all that can to attend Chet Ferrel's Celebration of Life at Station 61 after his funeral at the Veterans Cemetery on January 27, 2018 at 1:00 p.m. He stated Mr. Ferrel was present when the District was first started, and an original Volunteer who gave the District 27 Years of Service.

11. 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. Public comments are limited to 3 minutes.)

None.

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12. Adjournment*

Director Osborn made a motion to adjourn at 1940 hours.

Director McCassie seconded the motion.
 The motion carried as follows: 5-0-0

Carr	Aye	McCassie	Aye
Watson	Aye		
Hon	Aye		
Osborn	Aye		

NOTE(s): All items indicated by an asterisk (“*”) were Action Items.
A complete and detailed record of this meeting was recorded on Micro SD Recorder January 18, 2018.

Respectfully Submitted by:

Stacy Rowling
 Stacey Rowling, Administrative Assistant
 North Lyon County Fire Protection District

3/8, 2018
 Date

Approval of Minutes

	<u>For</u>	<u>Against</u>	<u>Abstain</u>	
<u>X</u> Approved as Read	<u>5</u>	<u>0</u>	<u>0</u>	_____
Approved with Corrections	_____	_____	_____	_____

Steve Carr
 Steve Carr, Chairman
 North Lyon County Fire Protection District

MAR 8, 2018
 Date