

**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, 2019

**1. Call to Order**

The meeting was called to order by Director Hon at 0910 hours.  
Directors present included: Director Hon, Director Riesen. Director Hicks and Matt Johnson were present via telephone. Interim Fire Chief Carr was also present.

The Pledge of Allegiance was led by Director Hon. 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.)

None.

**3. Approval of 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 & Approval of Board Agenda**

Director Riesen made a motion to accept the Board Agenda.  
Director Hicks seconded the motion.  
The motion carried as follows: 4-0-1

Hon	Aye	McCassie	Absent
Riesen	Aye		
Hicks	Aye		
Johnson	Aye		

**4. Discussion and possible action to approve the Fiscal Year 20178-2018 Audit\***

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Office Manager Kasey Miller reported one violation in the Ambulance Fund. She said District accountant Dave Silva was unable to attend the meeting and read aloud an email Mr. Silva sent her at 0810 this morning;

“The violation was because a budget augmentation was not done on or before June 30, 2018. At that time, there was a fair amount of upheaval at the District office and data was not made available to us prior to that date. The accounting is now on a current basis. The Board does not need to sign anything. The Dept of Tax will send you a letter asking for a Corrective Action Plan. At that time, we respond to why there was a violation and what steps have been taken to correct it.”

Mrs. Miller stated Mr. Silva will also be preparing a formal letter to the Dept of Taxation. She said there was a transfer of funds this week, and all of the accounts are up-to-date. Mrs. Miller said they will be contacting the District sometime next week to set up Board Budget Meetings. She said the suggestion is to form a budget committee consisting of two Board Members, the Chief, a staff member and Dave Silva so we don't have to agendize and make a meeting every time you have questions about the budget; the Workshops would then include everyone. Mrs. Miller stated it does not have to be done today; it can be done in February.

Director Riesen stated his concern on page 25, note 10 regarding Ambulance Fees. He said the charges for services was \$2,570,981.00 and bad debts were \$1,594,636.00 leaving a differential of \$976,345.00. Director Riesen said we absolutely have to do better.

Discussion ensued.

Director Hicks made a motion to approve the 2017-2018 Fiscal Year Audit.  
Director Johnson seconded the motion.  
The motion carried as follows: 4-0-1

Hon	Aye	McCassie	Absent
Riesen	Aye		
Hicks	Aye		
Johnson	Aye		

**5. 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.

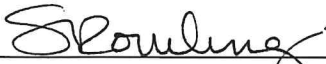
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**6. Adjournment\***

Director Hon adjourned at 0917.

**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, 2019.**

Respectfully Submitted by:

  
 Stacey Rowling, Administrative Assistant  
 North Lyon County Fire Protection District

2.14, 2019  
 Date

Approval of Minutes

	<u>For</u>	<u>Against</u>	<u>Abstain</u>	
<u>2</u> Approved as Read	<u>5</u>	<u>0</u>	<u>0</u>	<u>5</u>
<u>      </u> Approved with Corrections	<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>

  
 Patricia Hon, Vice-Chairwoman  
 North Lyon County Fire Protection District

1-18-2019  
 Date on 2-14-2019