

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

February 13, 2020

1. Call to Order

The meeting was called to order by Chairman McCassie at 1800 hours. Directors present included Director Hon and Director Riesen. Director Hicks and Director Johnson were absent.

The Pledge of Allegiance was led by Jason Nicholl. 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

3b. Review & Approve Board Minutes

3c. Review & Approve Revenues and/or Expenditures

3d. Review of Summary Reports

Director Riesen made a motion to approve the Board Agenda.

Director Hon seconded the motion.

The motion carried as follows: 3-0-2

McCassie	Aye	Hicks	Absent
Hon	Aye	Johnson	Absent
Riesen	Aye		

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4. Discussion and possible action to approve Tax Levy for FY 2020-21 Budget*

Chief Nicholl stated according the Department of Taxation, a Notice of Intent must be submitted with the FY 2020-21 Budget in order to proceed with a proposed maximum increase amount of 1%; he requested the Board approve said Notice of Intent.

Director Hon made a motion to approve the maximum allowable Tax Levy for FY 2020-21.

Director Riesen seconded the motion.

The motion carried as follows: 3-0-2

McCassie	Aye	Hicks	Absent
Hon	Aye	Johnson	Absent
Riesen	Aye		

5. Discussion and possible action to approve the Corrective Action Plan*

Kasey Miller referred to attached copy of Corrective Action Plan letter regarding over-expenditures in the General Fund and the Ambulance Fund and asked for approval of the letter to go to the Department of Taxation.

Director Hon made a motion to approve the Corrective Action Plan letter as presented to be sent to the Department of Taxation in response to the violations.

Director Riesen seconded the motion.

The motion carried as follows: 3-0-2

McCassie	Aye	Hicks	Absent
Hon	Aye	Johnson	Absent
Riesen	Aye		

Chairman McCassie recessed at 1855

Chairman McCassie reopened at 1900

6. Discussion and possible action regarding Interlocal Agreement between City of Fernley and North Lyon County Fire Protection District*

Chief Nicholl read into record Interlocal Contract City of Fernley & North Lyon County Fire Protection District; page 4/item 4 regarding Fire Marshal; page 5/item 5 regarding Associated Fire Marshal Fees and outlined the remaining items in the Agreement.

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Director McCassie inquired as to whether the Fire Marshal will be doing plan reviews for commercial *and* residential; Chief Nicholl responded in the affirm and referred to Shawn Keating for further explanation.

City of Fernley Building Department Official Shawn Keating said Fire Marshal would not do any residential construction, the Fire Marshal will inspect residential properties with fire sprinkler systems.

Discussion ensued.

Director Riesen made a motion to accept the Interlocal Agreement between the City of Fernley and North Lyon County Fire Protection District as presented.

Director Hon seconded the motion.

The motion carried as follows: 3-0-2

McCassie	Aye	Hicks	Absent
Hon	Aye	Johnson	Absent
Riesen	Aye		

7. Discussion and possible action to appoint a Board of Director to the Collective Bargaining Agreement negotiations*

Chief Nicholl stated following the direction of the Board from the last meeting, contract negotiations with Local 4547 have begun. He said there have been two meetings discussing non-financial items, leaving out benefits and wages. Chief Nicholl said a Board Director will be needed to represent the Board for upcoming discussions regarding wages and benefits; meetings will be weekly and typically take 3-hours each.

Director Riesen volunteered to represent the Board in the Collective Bargaining Agreement negotiations.

Director Hon made a motion to nominate Bill Riesen as the Board Director to be involved with the CBA negotiations.

Chairman McCassie seconded the motion.

The motion carried as follows: 3-0-2

McCassie	Aye	Hicks	Absent
Hon	Aye	Johnson	Absent
Riesen	Aye		

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8. Discussion and possible action regarding R61 accident and possible replacement*

Chief Nicholl reported Rescue 61 suffered damage from an accident on I-80 two weeks ago and he is still waiting for a response from the adjusters. He said he is anticipating the ambulance will be totaled due to what appears to be frame damage; in that case the ambulance will have to go to the manufacturer to confirm or reject those suspicions. Chief Nicholl said because of this, we are down an ambulance which is extremely dangerous as we are continually running the remaining (3) ambulances; the third ambulance which is the oldest, is having significant mechanical issues, rendering it out-of-service for at least one week if not longer. He said we are at a point where the community is being serviced by two ambulances; there are active mutual aid agreements in place, but that is not for ambulances to come in to our area and wait for calls. Chief Nicholl said these concerns are exceptionally dangerous for all agencies involved. He said the intent was to bring the replacement of the oldest unit which has over 228,000 miles on it to the July budget; in light of recent events and insurance delay with unknown time frame, the process of soliciting a replacement ambulance for the totaled unit has begun. Chief Nicholl referred to the attached proposal for one ambulance, stating he is not asking for approval of the bid but bringing awareness to the Board of the replacement cost of \$170,000.00 to \$200,000.00 per ambulance.

Director Hon asked for clarification regarding replacement, such as depreciation and additional expense for equipment necessary for the new vehicle.

Chief Nicholl stated the gurney system would be an additional cost; he will further discuss with Captain Cohen how to reduce the cost.

Kasey Miller stated District insurance covers the replacement cost, not depreciated cost; the deductible is \$5,000.00.

Chairman McCassie advised for public information; the ambulance involved in the accident was the newest of the fleet.

Chief Nicholl stated a decision to purchase another ambulance prior to July may be necessary; the time frame from ordering the ambulance and having it on-site is 45 to 60-days. He stated other bids will be sought, as well as discussions with accounting regarding financing. Chief Nicholl stated a Special Meeting may be required in the coming weeks, adding that the District is losing both service and revenue.

Chairman McCassie tabled the item to the March 12, 2020 meeting.

9. Discussion regarding Special Assessment District

Chief Nicholl stated NRS 271 is a Special Assessment District; it is outside the ad valorem taxing; an assessment based on need.

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He said one of the needs identified is fire protection projects; typically needed for large capital improvement projects, and ongoing expenses for large capital improvement projects. Chief Nicholl said he estimates over the next 30-years, the District will need approximately \$40,000,000.00 in capital improvements, and under the current taxation profile it is impossible. He said we have to look for avenues outside the current taxation; the best avenue the State has provided is the 271 Special Assessment District. Chief Nicholl said he met with Dr. Steinman from UNR's Civil Engineering, and Mr. Roberts [sic] Marty Johnson who is a Financial Bond Counsel; an upcoming meeting is scheduled for March 24, 2020 to move forward with planning. Chief Nicholl stated there will need to be approval of the 271 Plan that would then be brought back to a meeting to determine whether it is submitted for formalization through the County and the State.

Discussion ensued.

Director Hon asked if there would be a cost to prepare the 271 Plan; Chief Nicholl affirmed and said the administrative cost to prepare the Plan can be absorbed by the current budget.

Chairman McCassie called a 5-minute recess at 1854.
Chairman McCassie re-opened at 1859.

Chairman McCassie stated the Board has approved Chief Nicholl's request for further research of a 271 Plan.

10. Discussion of pending Interlocal Agreements with Banner Churchill Hospital, and Pyramid Lake Fire Rescue EMS Department

Chief Nicholl outlined the MOU with Banner Health EMS; currently MM61 to MM83 is covered by Banner Churchill EMS. He said NLCFPD can cover that area quicker and for the sake of public safety he has agreed NLCFPD will automatically and solely cover from MM61 to MM78. Chief Nicholl said both agencies will respond from MM78 to MM83; the first to arrive will initiate command as to continuance of responding units, or cancellation; the past four months have worked out to the benefit of the public and does not require the signature of the Board.

Chief Nicholl stated the Interlocal Contract with Pyramid Lake Fire Rescue EMS is currently in progress; it combines Wildland Firefighting and Fuels Mitigation. He said PLFR intends to hire two seasonal staff, as does NLCFPD; together the four seasonal staff, with the NLCFPD full-time Wildland Coordinator, will work in concert as one fuels module and one or more response teams for wildland surfaces. He said this Interlocal brings PLFR under NLCFPD's umbrella and gives them the opportunity to team with NLCFPD to go outside of our District on long wildland fire campaigns, which they do not have the ability to do now; thus, increasing revenues for both agencies.

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Chief Nicholl said the attached Interlocal Contract will be presented to the Tribal Council on the 21st where language changes regarding their sovereignty clauses are anticipated; it will be an actionable item at the March 12, 2020 NLCFPD Board Meeting.

11. Discussion regarding the Strategic Plan

Chief Nicholl reported January items are almost completed; February items are being worked on daily.

Chairman McCassie inquired about the Awards Ceremony/Firefighter's Ball in March.

Chief Nicholl explained that a member of the public has asked him to have a Fireman's Ball as there has not been one for a long while. He said it will not happen in March, but it is something he is considering and working toward.

12. Reports of Directors, Staff, Volunteers, Local 4547, City of Fernley

Director Riesen said he is curious as to the status of a 5013c, asking if it is still being considered; Chief Nicholl requested Kevin Standlee contact him to schedule a meeting, to which Mr. Standlee agreed.

Director Hon reported the Interact Club at FHS will be hosting an Art Gala February 21, 2020, with all proceeds going to NLCFPD; all are invited and encouraged to attend.

Chairman McCassie: None.

Administrative Assistant Stacey Rowling: None.

Office Manager Kasey Miller: None.

Wildland Coordinator Duke Piper reported the WUI Plan is to develop a community wildfire protection plan that is coordinated with federal agencies, and part of the fuel's reduction plan. He stated he is interested in soliciting public input and forming a volunteer committee that will meet, discuss and identify certain hazards within the community; he said for more information, contact himself or Chief Nicholl.

Volunteers: None.

Local 4547: None.

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City Building Official Shawn Keating reported working with several surrounding counties previous to coming to Fernley; he is looking forward to working with and developing a rapport with the Fire Marshal; he reported on new growth in the City.

Chief Nicholl reported hiring two Reserves; there were twenty-five Fire Academy graduates. He said a 10-week EMT Course is set to begin March 1, 2020 at Station 61. Chief Nicholl reported upcoming fundraising events including a Craft Fair on May 2nd, and an Antique Fire Apparatus show on May 9th; both at Station 61. He reported receiving a print of the painting done by the students of the Bayart Academy in Sonoma County California for our help during the Kincaid Fire; he will be going out of town February 13th through the 16th; Captain Criscione will be Acting Chief in his absence. Chief Nicholl introduced reports produced by the new reporting system.

13. 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.)

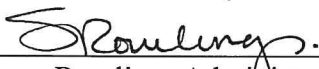
Kevin Standlee stated he is supportive of the 271 Special Assessment District.

14. Adjournment*

Chairman McCassie adjourned at 1952.

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 February 13, 2020.

Respectfully Submitted by:



Stacey Rowling, Administrative Assistant
North Lyon County Fire Protection District

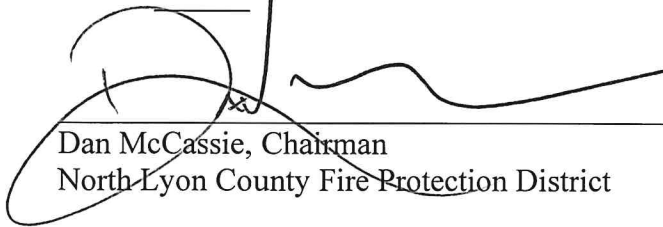
4.16, 2020

Date

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Approval of Minutes

	<u>For</u>	<u>Against</u>	<u>Abstain</u>	
<u> X </u> Approved as Read	<u> 4 </u>	<u> 0 </u>	<u> 1 </u>	Absent Johnson
Approved with Corrections	—	—	—	—



 Dan McCassie, Chairman
 North Lyon County Fire Protection District

4/16/2020, 2020
 Date