

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

VIRTUAL ONLINE ZOOM MEETING

May 14, 2020

1. Call to Order

The meeting was called to order by Chairman McCassie at 1811 hours. Directors present included Director Hon and Director Riesen. Director's Hicks and Johnson attended via Zoom audio.

The Pledge of Allegiance was led by Patricia 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

3b. Review & Approve Board Minutes

3c. Review & Approve Revenues and/or Expenditures

3d. Review of Summary Reports

Director Riesen requested items 12 and 13 be reversed in order.

Director Hon made a motion to approve Board Agenda with requested change in order of items 12 and 13.

Director Riesen seconded the motion.

The motion carried as follows: 4-0-1

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McCassie	Aye	Hicks	Aye
Hon	Aye	Johnson	Aye
Riesen	Aye		

4. Discussion and possible action regarding 271 Special Assessment District RFP for Bond Counsel Services*

Chief Nicholl stated and RFP was issued with the closing date of May 8, 2020, and there were two respondents: Sherman & Howard and Stradling, Yocca Carlson & Rauth. He said both are experienced, with comparable fees.

Director Hon inquired as to the final cost of the process.

Chief Nicholl said going for a full 271 could become expensive, and a Bond requires an adequate funding source which the District does not have. He recommends Stradling, Yocca Carlson & Rauth.

Discussion ensued.

Director Reisen made a motion to approve the hiring of Stradling, Yocca Carlson & Rauth.

Director Hon seconded the motion.

The motion carried as follows: 5-0-0

McCassie	Aye	Hicks	Aye
Hon	Aye	Johnson	Aye
Riesen	Aye		

5. Discussion and possible action regarding a letter of support to the City of Fernley to pave Red Rock Road to Highway 50*

Chief Nicholl referred to the letter of support to the City of Fernley regarding the paving of Red Rock Road to Highway 50.

Director Hon made a motion to approve submission of the letter of support to the City of Fernley as written.

Director Johnson seconded the motion.

The motion carried as follows: 5-0-0

McCassie	Aye	Hicks	Aye
Hon	Aye	Johnson	Aye
Riesen	Aye		

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6. Discussion regarding FY 2020 Budget

Chief Nicholl referred to several over-expenditures in current year and offered to answer any questions and discuss strategy going forward.

Director Hon asked if it was too late to make changes to the next budget.

Kasey Miller stated amendments will be made at June Budget Meeting.

Chief Nicholl stated an example of over-expenditure was for replacement of turnouts from a local fire. He said the replacement turnouts include those of NLCPD, and the following sets from mutual aid agencies: (1) set for the State Fire Marshal, (2) sets for Central Lyon Fire and (3) sets for Storey County Fire.

Discussion ensued.

Director Riesen asked if the new billing company has increased in revenues.

Chief Nicholl stated the last three weeks has shown growth.

Discussion ensued.

7. Discussion and possible action regarding FY 2021 Budget*

7a. General Budget

7b. Capital Requests

7c. Ambulance Purchase

Chief Nicholl outlined 7a and 7b with a new format for next year's budget to include a program approach with assigned general ledger accounts for each line item, and he specified several capital requests. Chief Nicholl read an excerpt of an email by Dave Silva regarding the Fire account: "Under the fire acquisitions account, you should be fine to make the FY 20 acquisition of \$170k ("reimbursable" by NV Energy) and the FY21 acquisitions of approximately \$47k." Chief Nicholl said the \$47,000.00 represents the first three items on the capital request form and half of the station modifications; he said next week we will be fine to authorize the capital purchases and station modifications. Chief Nicholl said Dave Silva said *this year* we can do the \$170k purchase of the Brush Engine that will be reimbursed by NV Energy. Chief Nicholl stated Mr. Silva recommended the purchase of *one* ambulance, which he agrees with.

Discussion ensued.

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8. Discussion regarding out of service ambulance and repairs

Chief Nicholl stated the ambulance is still in Washington; it is not finished. He said there was miscommunication, but our insurance agent and the adjuster have been working with the manufacturer for repairs; there is not yet a return date, and it is apparently awaiting paint.

9. Discussion regarding Safety Committee

Chief Nicholl reported a recent Safety Meeting during which several incidents were reviewed: the ambulance accident, a needle stick, and a backing accident. He said the ambulance accident was not preventable; the other two were preventable, and corrective action has been taken on each. Chief Nicholl said staff are also researching a physical fitness standard to present to the District for adoption in the next few months; everyone in the district would be required to meet the standard annually in order to maintain employment.

Captain Kuntz stated an after-action review form is being developed for documentation including the incident, what was discussed and potential solutions and training, etc. and each will be presented to the Board for review.

Kasey Miller said the needle stick incident has already been submitted.

10. Discussion regarding the Strategic Plan

None.

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

Director Johnson excused himself from the meeting at 1900.

Director Hicks thanked Chief Nicholl for his hard work.

Director Riesen announced on May 15, 2020 he will be donating \$600.00 to the District, and \$400.00 to the food bank.

Director Hon reported the Rotary Club will be assembling luminary bags for local senior citizens at Carpet King, May 29th from 8:30 p.m. to 11:00 p.m.

Stacey Rowling reported the Ambulance Saver Subscription renewals for FY 2020-21 launched Monday, May 11th with excellent returns so far.

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Kasey Miller reported she will post Director Johnson's vacancy May 15th and it will be appointed at the June 11, 2020 meeting; she will take letters of interest until Thursday, June 4th at 5:00 p.m.; there were several notes of thanks from community members and food deliveries from local restaurants, as well as Family Dollar's donation of Reese's and Sandra Locke's donation of cookies. Kasey reminded the Board of the Budget meeting next Thursday, May 21st at 6:00 p.m.

Volunteers: None.

Chief Nicholl stated starting in July, the Fire Marshall and Wildland Coordinator will be participating in Staff Reports.

Duke Piper reported the hiring of three seasonal firefighters; they are currently training and are excited and ready to start on the contract with NV Energy; presented the Board Directors, Chief Nicholl, Mrs. Miller, and Ms. Rowling Battle Born Crew t-shirts.

Local 4547: None.

City of Fernley: None.

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.)

None.

Chairman McCassie recessed at 1910 followed by opening of Closed Session.

12. CLOSED SESSION to discuss Local 4547 collective bargaining agreement

Chairman McCassie opened Closed Session at 1915.
Chairman McCassie closed the Closed Session at 1932.

14. Adjournment*

Chairman McCassie adjourned at 1933.

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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 April 16, 2020.

Respectfully Submitted by:

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

June 11, 2020
 Date

Approval of Minutes

	<u>For</u>	<u>Against</u>	<u>Abstain</u>	<u>Absent</u>	
<input checked="" type="checkbox"/> Approved as Read	<u>3</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>3</u>
<input type="checkbox"/> Approved with Corrections	___	___	___	___	___

Dan McCassie
 Dan McCassie, Chairman
 North Lyon County Fire Protection District
 Patricia Hon, Vice Chairman

6/11/2020
 Date