

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

November 14, 2024

1. Call to Order

The meeting was called to order at 1801.

Directors present included Michael Toombs, Jay Rodriguez, and Debbie Skinner.

Directors Paul Murphy and Harry Wheeler were absent.

The Pledge of Allegiance was led by Director Skinner. 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 comment is limited to three (3) minutes per person. Unused time may not be reserved by the speaker, nor allocated to another speaker. The public may comment on any matter that is not specially included on an agenda as an action item or comment on a specific agenda item. Items not included on the agenda cannot be acted upon other than to place them on a future agenda.

None.

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 and approve of Board Agenda

3b. Review & Approve Board Minutes

3c. Review of Summary Reports

Director Rodriguez made a motion to approve the CONSENT AGENDA.

Director Skinner seconded the motion.

The motion carries as follows: 3-0-2

Toombs	Aye	Murphy	Absent
Rodriguez	Aye	Wheeler	Absent
Skinner	Aye		

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4. Discussion and possible action regarding Revenues and Expenditures*

4a. Enterprise Revenue and Expenditures

4b. General Fund and Expenditures

Director Toombs asked Chief Bunn if the ambulance overtime is running a little high, due to having to cover the backfill for off-district, and Chief Bunn answered yes. He also added that it is because of the vacant position.

Director Rodriguez made a motion to approve the Revenue and Expenditures.

Director Skinner seconded the motion.

The motion reads as follows: 3-0-2

Toombs	Aye	Murphy	Absent
Rodriguez	Aye	Wheeler	Absent
Skinner	Aye		

5. Discussion and possible action regarding upcoming vacant Board of Director Position*

Director Toombs stated that he would like to table this item with the Board's consent. He added that the Board has some things to do before discussing possibly filling the board position. He shared that our candidate, Mrs. Alyssa Roemer has taken the steps that we believe are necessary to assume her seat. Still, we want to verify with the county clerk that the actions that have been taken to date will allow her to take her seat as a result of having to not compete in an election. Director Toombs stated that we can't have a discussion tonight because we think she is eligible to take her seat, and she is willing to take her seat, we just have to verify with the clerk.

Director Skinner asked Mrs. Roemer about the first meeting that she came to. She stated that she shared that she had withdrawn from that point, and she is asking if she retracted that. Mrs. Roemer replied that yes, she did. Director Skinner clarified that she was still listed under the Secretary of State as a candidate for this position. She wanted to make sure that that was all withdrawn. Director Toombs added that Mrs. Kasey Miller is going to verify with the clerk tomorrow to find out if we can seat her. If we can't then we will move it to next month's meeting to have a discussion. Mrs. Kasey Miller added that Director Wheeler's position is up after the December meeting.

6. Discussion and possible action regarding proposal from DiMartino Associates for 2025 calendar year health benefits package*

Chief Bunn stated that Firefighter Brooke Shaw did a lot of work on this. He stated that it is Nationwide, Blue Cross Blue Shield and VSP is included in the premium so we wouldn't have a

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separate VSP payment. It is excellent, affordable insurance, with a low deductible, and an HSA Plan for our staff. Chief Bunn shared that one of the benefits is specialty surgery. He explained that if you have to fly somewhere, they cover airfare, hotel, and anything for it. After being a member for one year, they will send their physicians out here and we can do all of our annual physicals here, and that is all included in the cost. North Lyon Fire is considered the applicant and needs to be a member for at least a year, not the individual. He explained that the overall package is going to be cheaper than what we are paying now for a much better product.

Director Skinner asked if we currently send employees out for physicals, and Chief Bunn explained that we do send employees to Reno and pay overtime. Mrs. Kasey Miller shared that it is between \$500.00 - \$900.00 per employee. Chief Bunn stated that after 2025, being members for one year to be eligible, we will be saving about \$30,000.00 on the VSP overall. He explained that this is through the IAFF and we as a district are eligible because of their Union Membership. He stated that vision and medical are in the payment, and the dental is separate. He added that we did budget for about \$600,000.00 for it, and he is estimating that we are going to come in about \$500,000.00. Director Skinner noticed a couple of added benefits and Chief Bunn confirmed that there are a lot of add-on benefits free of charge. Chief Bunn stated that this will start on January 1.

Director Skinner made a motion to approve the proposal from DiMartino Associates for the 2025 calendar year for health benefits.

Director Rodriguez seconded the motion.

The motion reads as follows: 3-0-2

Toombs	Aye	Murphy	Absent
Rodriguez	Aye	Wheeler	Absent
Skinner	Aye		

7. Discussion and possible action regarding proposal from Braun Northwest, Inc. for the 2026 ambulance purchase*

Chief Bunn stated that this is a continuation of the ARPA Funds that were provided to North Lyon County Fire of \$300,000.00. He added that the contract needs to be signed by December 31st and delivery has to be by December 31, 2026. They have been gracious with us regarding the total price of the ambulance which is between \$300,000.00 to \$400,000.00. He mentioned that the last bid was about \$430,000.00. Chief Bunn stated that this is using the HGAC pricing that the Board approved for group purchasing. However, it does not come with all of the striker gear, and that is about \$50,000.00, and we will have to come up with that money. Northwest Braun is going to use a 2025 Chassi, going to build it in 2026, and will deliver it after fiscal year 2026-27 for us. He added that next year he would probably put in for grants to purchase all of the striker gear, monitors, and some medical things.

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Director Rodriguez clarified that we were awarded a \$300,000.00 grant and the additional amount will come from the North Lyon Fire regular budget, and Chief Bunn is anticipating that to be \$51,000.00.

Director Rodriguez made a motion to approve and accept the proposal from Braun Northwest, Inc. for a 2026 ambulance purchase.

Director Skinner seconded the motion.

The motion carries as follows: 3-0-2

Toombs	Aye	Murphy	Absent
Rodriguez	Aye	Wheeler	Absent
Skinner	Aye		

8. Discussion and possible action to adopt North Lyon Fire as a trade name and do business as North Lyon Fire while maintaining North Lyon County Fire Protection District as legal business name*

Chief Bunn stated that our legal government name is North Lyon Fire County Fire Protection District, and our current uniforms and all of our equipment is North Lyon Fire. He added that he wants to formally adopt it as a trade name. We will change the website and social media so there is no cost. It is just a simple name change.

Director Toombs asked if there is going to be a cost to any forms or letterhead. Chief Bunn shared that the only thing we have are the pre-stamped envelopes and we will use what we have left.

Director Skinner made a motion to approve to adopt North Lyon Fire as our trade name and do business as North Lyon Fire while maintaining North Lyon County Fire Protection District as our legal business name.

Director Rodriguez seconded the motion.

The motion reads as follows: 3-0-2

Toombs	Aye	Murphy	Absent
Rodriguez	Aye	Wheeler	Absent
Skinner	Aye		

9. Fire Chief Report

First Due Software

Chief Bunn shared that everything is in place with First Due Software. He added that the ePCR and NFIRS are working pretty well. He explained that the responder module is struggling to get up and running because we do not have the link with the CAD. Chief Bunn shared that he had a

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meeting with all Lyon County Chiefs and Lt. Willy from LCSO and they are working hard to get the link up, they own it and are the ones that authorize access. He added that Sheriff Pope has vowed to have CAD fully integrated including AVL in 2025. This will reduce our response time, improve our safety, and get all the no-nonsense radio traffic off the air.

City of Fernley

Chief Bunn stated that he continues to have meetings with the mayor and the city manager. The mayor has vowed the importance of a common interest in public safety and the importance of the city paying their fair share. He added that the mayor is going to schedule a meeting with Chief Bunn, and the senior staff so they can do some education as to why the city should be funding some of the fire department. Mayor McIntyre is going to put it on the agenda and the council will approve it or not approve it. Chief Bunn stated that it is a good opportunity to get some reimbursement for running emergency response within city limits.

Vacancies

Chief Bunn shared that Mr. Spencer York has accepted a full-time position with North Lyon Fire and we are happy to have him, and that his wife Ashley is here to pin him. Spencer was born and raised in Chino Hills, Ca., joining the army at the age of 18, doing multiple deployments in Iraq and Afghanistan, and toured in 13 different countries. He met his wife Ashley in Reno and after buying their home in Fernley, he decided to pursue a career in the fire service.

Employee Recognition

Chief Bunn shared that he received a recognition letter regarding the Davis Fire for three of our firefighters and this will be placed in their personnel files. The letter is from Sheriff Darin Balaam, dated Thursday, October 24, 2024, and he read it aloud:

Dear Chief Bunn,

I would like to recognize three of your Lyon County crew members who I encountered during the Davis Creek Fire. As I am sure you are aware, this fire influenced our community with its potential for damage. Luckily through the efforts of many, a bigger disaster was avoided.

The Holy Spirit Catholic Mission – which had the only Latin Mass in Northern Nevada – was one of the structures destroyed when the Davis Fire ripped through Washoe Valley on Saturday,

September 8th. The church built in 1978, was leveled along with several homes and other structures along old U.S. 395 in New Washoe City.

On Monday, Sheriff Balaam, along with parishioners returned to find property reduced to rubble. They arrived to find your crew, tired and tending to the smoldering church. They explained to

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PEOPLE FIRST

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your crew they were interested in retrieving some items from the church safes, including the tabernacle. Your crew not only assisted but helped us safely recover some valuable artifacts from inside the safes. They used proper tools and techniques to facilitate the opening of three safes in the rubble.

Later during the event, I ran into the same crew manning a hotspot, which later turned out to be critical in stopping the progress of the fire. They continued working diligently while providing continuous updates.

Chief, I would like to recognize the following, for their outstanding service.

Captain Joe Mendoza
Captain JT McCoy
Firefighter Josh Chandler
North Lyon Fire Engine 62

Respectfully,

Darin Balaam
Sheriff

Chief Bunn added that along with that is a commendation from him, presented to each and every one of those noted, and he read it allowed:

WHEREAS, it is common occurrence for our District to respond to neighboring jurisdictions to assist when requested, and,

WHEREAS, on September 7, 2024, North Lyon Fire Engine 62 responded to the initial request from Truckee Meadows Fire, for a vegetation fire in the area of Davis Creek, and,

WHEREAS, Engine 62 crew was engaged in securing post fire damage in and around the Holy Spirit Catholic Church that was destroyed from the Davis Fire, and,

WHEREAS, Engine 62 crew was instrumental in opening these safes to retrieve important contents, including the tabernacle, and,

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THEREFORE, LET IT BE KNOWN, that Captain Mendoza, Captain McCoy, and Firefighter Chandler are hereby commended for extraordinary diligence, where their actions successfully recovered the Holy Spirit Catholic Church tabernacle, and whose actions provide an exemplary attitude for service.

Signed this day, November 14, 2024

Brian Bunn
Fire Chief

Firefighter/Cadet Coordinator, Jesse Richardson recognized Cadet Gunner Beemer for all of his hard work and dedication towards the program. Cadet Beemer joined the program in 2019, and his determination throughout the program has been very humbling. Firefighter Jesse explained that there is a task book with 4 phases. Gunner has received his first and second-phase pins and he is here tonight to receive his third-phase pin, and his sister is here to pin him for his accomplishments.

10. Reports of Directors, Fire Marshal, Staff, Volunteers, Local 4547, City of Fernley

Director Skinner congratulated Firefighter Richardson and Cadet Beemer on their accomplishments. She welcomed Firefighter York and thanked Chief Bunn for all of his hard work.

Director Rodriguez thanked all the firefighters, volunteers, and cadets for everything that they do to keep our community safe. He added that the Fernley 4th of July is having Christmas Bingo on December 14th at the Senior Center from 1 pm – 4 pm, and he asked if it could be advertised on the reader board. Chief Bunn asked him to send an email so he could get all the information to get it done.

Director Toombs congratulated Firefighter Spencer York and Cadet Beemer. He thanked everyone who participated in the turkey drive for the local Food Bank.

Staff- None.

Fire Marshall Tim Myers shared that we have had 54 plan review applications and have received \$162,000.00 for those applications. Last year for the fiscal year 2023-24, we had 51 plan reviews for a total of \$182,000.00. He added that Victory Logistics has been moving thousands of yards of dirt, preparing and getting ready for their next phase. There is a Tractor Supply that

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is under construction on Fremont Street. Chief Myers shared that the fire station planning has been moving along. He added that we are considering holding off on any future large buildings, over 2 stories and larger than 20,000 square feet, due to ladder trucks being broken and staffing issues. Chief Bunn wanted to make it clear on the discussions that he has had with the Fire Marshal. He explained that we do not have the reach to get above the second floor, and that also means that we don't have the reach to get over large-footprint buildings. We don't have enough people or equipment on our apparatus to reach across a 14,000 to 15,000-square-foot building, let alone a 20,000-square-foot building. As much as it may hurt the city, it provides safety to our firefighters and the public. He added that there is a four-story hotel slated, and we do not have access above the second floor without a ladder truck, and those are genuine concerns for public safety. We need to fix our problems and be able to have the appropriate staffing and equipment to do the job.

Volunteer Captain, Dan Hiles shared that the Fern 45 had a great turnout and we had 8 individuals to help out from North Lyon Fire. He added that they were asked to come back next year.

Local 4547 Union President Joe Mendoza was unable to attend due to a prior engagement. Captain Bill Snyder shared that they are trying to raise 200 turkeys for the turkey drive for the Food Bank. Things are going great, and everybody is pulling together and helping with different tasks. He added that Captain Mendoza wanted him to invite everyone to the City Council meeting on November 20th where he will be sworn into the city council.

City of Fernley – None.

Chief Bunn wanted to add that last weekend there was a MotorCross race here in town at the Sandbox, and his son was involved in an accident. He wanted to recognize Firefighters Marc Rancourt, and Zachary Callihan for the amazing care provided, and knowing that his son was in good hands.

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 comment is limited to three (3) minutes per person. Unused time may not be reserved by the speaker, nor allocated to another speaker. The public may comment on any matter that is not specially included on an agenda as an action item or comment on a specific agenda item. Items not included on the agenda cannot be acted upon other than to place them on a future agenda.

Mrs. Becki Howlett shared that the Christmas party has been moved to Friday, December 13th, and children are invited because Santa will be making a special appearance. Each Lyon County member is only allowed to bring one person as a guest to the party.

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Director Toombs invited Firefighter York and Cadet Beamer to stay and take pictures with their families if they would like and added that our next scheduled meeting is on December 12, 2024.

12. Adjournment*

Chairman Murphy adjourned at 1840.

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 November 14, 2024

Respectfully Submitted by



 Shannon Moffett, Administrative Assistant
 North Lyon County Fire Protection District

January 16, 2025
 Date

Approval of Minutes
 November 14, 2024

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



 Paul Murphy, Chairman
 North Lyon County Fire Protection District

January 16, 2025
 Date