

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

May 23, 2024

1. Call to Order

The meeting was called to order at 1813.

Directors present included Paul Murphy, Harry Wheeler, and Michael Toombs.

Director Rodriguez was absent.

The Pledge of Allegiance was led by Director Wheeler. 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 whether on action items or 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 specifically 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. Additionally, if you can comment in person at the meeting or use the Raise your Hand feature in Zoom.)

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 and approve Board minutes

3c. Review of Summary Reports

Director Wheeler made a motion to approve the CONSENT AGENDA.

Director Toombs seconded the motion.

The motion carries as follows: 3-0-1

Murphy	Aye	Rodriguez	Absent
Wheeler	Aye		
Toombs	Aye		

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4. Discussion and action regarding Revenue and Expenditures*

4a. Enterprise Fund Revenue and Expenditures

4b. General Fund Revenues and Expenditures

Director Toombs made motion to approve Revenue and Expenditures.

Director Wheeler seconded the motion.

The motion carries as follows: 3-0-1

Murphy	Aye	Rodriguez	Absent
Wheeler	Aye		
Toombs	Aye		

5. PUBLIC HEARING: Discussion regarding NLCFPD 2024-25 Fiscal Year Budget

Chairman Murphy shared that we have been working with Accountant, David Silva. He stated that he met with the Command Team, and they have produced a budget that they believe is good given the circumstances, and this Fiscal Year will close out fine. He explained that it would be tight, we would make it work, and there would be no issues with service delivery because of anything in the budget. There have been no surprises through this process that we came into a bit of a mess. We have worked hard to clean that mess up and we are going to see through this year and keep it as tight as we can. Accountant David Silva stated that they did pick up a mess and it would be good for everyone to get that cleaned up. He shared that the numbers that they have make sense given the situation.

6. Discussion and action to approve the Fiscal Year 2024-25 Final Budget, Establish the Tax Rate and Spending Authorization for FY 2024-25*

Chairman Murphy stated that we have discussed this at length between the workshops and there is no other further discussion or questions. The tax rate is set by the Department of Taxation, and he doesn't believe that we have done anything automatic, override-wise.

Chairman Murphy questioned the spending authorization, and Mr. Silva and Mrs. Miller confirmed that it follows the budget.

Director Wheeler made a motion to approve FY 2024-25 Final Budget.

Director Toombs seconded the motion.

The motion carries as follows: 3-0-1

Murphy	Aye	Rodriguez	Absent
Wheeler	Aye		
Toombs	Aye		

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7. Discussion and action regarding use of Station 61 for High Desert Little League 3rd Annual Cornhole Tournament Fundraiser*

High Desert Little League could not attend due to baseball games, and Mrs. Kasey Miller spoke on their behalf. She shared that they had hosted this event before and it was very successful. High Desert Little League does have their own insurance. They will be serving food, and The Tap Wagon Beer Truck will be on site serving alcohol. She added that they carry their own insurance and business licenses. They are asking permission to hold the Cornhole Tournament at Station 61. This event is to be held on June 15th or June 22nd.

Chairman Murphy stated that this event has been hosted in the past on the grounds of Station 61.

Director Toombs made a motion to authorize High Desert Little League to use the property at Station 61 for the 3rd Annual Cornhole Tournament Fundraiser, based on the date determined.

Director Wheeler seconded the motion.

The motion carries as follows:3-0-1

Murphy	Aye	Rodriguez	Absent
Wheeler	Aye		
Toombs	Aye		

8. Discussion and action regarding filling the vacant Board of Director position*

Chairman Murphy stated that Director McCassie recently passed and there is a vacant Board Position. He stated that we have 30 days to notice and fill that position, per NRS. He shared that two other candidates have filed for the Board starting next year without contest. He stated that that term will last until the end of December.

Chairman Murphy added that if it's enough time, they can make that appointment at the next meeting on June 13, 2024.

9. Discussion and action regarding termination of Service Agreement with First Professionals Corporation effective October 10, 2024*

Interim Chief Bunn shared that we are currently using First Professional Services for ambulance billing and that is going to term out on October 10, 2024, at 11:59 p.m.

He added that they get 6.5% of gross, not net, and that is not a very good number, as well as failing to meet some of the obligations that they said they would provide. Chief Bunn stated that he would like to terminate that contract because it is time-sensitive with a 120-day notification to the vendor for termination of the contract. Without that, it automatically renews. In the meantime, he added that he will be getting requests for quotes for an end-to-end ambulance billing company.

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Chairman Murphy asked Chief Bunn if that was going to include collection services within that as well, and Chief Bunn responded that end-to-end, he would be shopping for ambulance billing and internal collections. He added that First Professional is not a collection company, and it is gross billed in his understanding.

Chairman Murphy wanted to thank Chief Bunn for providing a possible motion and keeping things nice and clean. It makes it easier for the Board.

Director Wheeler made a motion to approve staff to author a notice of termination of Service Agreement to the First Professional Services Corporation.

Director Toombs seconded the motion.

The motion carries as follows: 3-0-1

Murphy	Aye	Rodriguez	Absent
Wheeler	Aye		
Toombs	Aye		

10. Discussion and action to approve a Resolution and Service Agreement with Fire Recovery USA*

Interim Chief Bunn explained that this is to approve and accept a Resolution and Service Agreement between North Lyon County Fire and Fire Recovery USA. He stated that North Lyon Fire used to use Fire Recovery for very limited incidents. He shared that when they did provide service was over \$140,000.00 that they provided to North Lyon County with no overhead cost. With our budget situation, he thinks that it is imperative that we capture every penny that we can.

Director Toombs made a motion to approve a Resolution and Service Agreement with Fire Recovery USA.

Director Wheeler seconded the motion.

The motion carries as follows: 3-0-1

Murphy	Aye	Rodriguez	Absent
Wheeler	Aye		
Toombs	Aye		

11. Discussion and action to approve Interlocal Contract for Cooperative Purchasing with Houston-Galveston Area Council*

Interim Chief Bunn stated that there are no control-cost measures for saving district funds, or taxpayer money. He explained that they get the best price for bulk purchasing whatever it may be. Toilet paper, cleaning supplies, ladder trucks, ambulances, etc. Having this agreement, they

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will provide some of the best price options available to the district. He added that he wants this in place right away to purchase toilet paper, and when you do need to replace apparatus, it is a good avenue. He stated that this company is one of the largest in the country and provides the largest bulk purchasing options. Chief Bunn added that we are shopping for the best prices available locally, but if we can get better prices over time, that is savings.

Director Wheeler made a motion to approve the Interlocal Contract for Cooperative Purchasing with Houston-Galveston Area Council.

Director Toombs seconded the motion.

The motion carries as follows: 3-0-1

Murphy	Aye	Rodriguez	Absent
Wheeler	Aye		
Toombs	Aye		

12. Discussion and action to set dates and times for S.O.P. Workshop*

Chairman Murphy explained that the biggest thing we will be working on with the S.O.P.s is a Policy Committee. This is going to help us get input from all members of the department and everyone will be able to have a voice in terms of our policy development and maintenance. Ultimately administration makes those final decisions, but having that input is important moving forward with the policy. All Board members discussed and agreed to have the next S.O.P. Workshop on Thursday, June 13th at 5:00 p.m., before our regularly scheduled meeting.

13. Reports of Directors, Fire Chief, Fire Marshall, Staff, Volunteers, Local 4547, City of Fernley

Director Toombs- None.

Director Wheeler wanted to thank everyone for helping with Dan McCassie's Service. He added that he appreciates the way things are starting to get better and relationships are coming back again here at the station.

Chairman Murphy thanked everyone for helping with Dan's service. He also wanted to thank Chief Bunn for all of the work he has been doing. He added that he understands that we have been incredibly busy, but we are going to get through it.

Chief Bunn shared that we have established an Executive Team with Office Manager Miller, Chief Myers, and himself. It is a strategic team, moving the district forward with all the decisions, so we are communicating before making decisions and we are all on the same page.

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He added that he didn't reach his personal goal of reaching out to the external stakeholders, but he is slowly starting to do so. He wanted to recognize the Union, and we resolved 10 of 12 grievances, in a matter of 7 hours. Chief Bunn added that we are going to do a reorganization and operations, effective June 2nd at 0800. He explained that by doing that, it is going to save us approximately \$125,000.00. It will provide us with a Duty Officer to fill that role 24/7 and have an appropriate chain of command. There will be changes and it will be effective.

Fire Marshall Tim Myers shared that we have received \$167,865.00 this Fiscal Year, this calendar year we are sitting at \$91,890.00, and HAZMAT permits are at \$16,800.00. He shared that the Fremont Street Apartments are finished, and River Ranch Apartments are just starting with 40 units, for a total of 320 apartments. He added that both car washes are almost done, and Squeeze In is under construction. The City of Fernley has started work on an area plan for the land north of I-80, and the area west of 95A.

Local 4547 raised \$3,200.00 for the Northern Nevada Cancer Foundation when they partnered with Black Bear Diner. On May 29th at 3 p.m., the plaques will be presented.

Mrs. Kasey Miller thanked everyone for helping with Director McCassie's service, and it was very nice.

Volunteer Captain, Dan Hiles shared that they will be bringing on 7 new volunteers, and they are working on their bylaws and rebuilding the Volunteer Program as well.

Becki Howlett shared that they will be doing more volunteer testing on June 1st, and Rehab will be here to help.

14. 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 whether on action items or 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 specifically 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. Additionally, if you can comment in person at the meeting or use the Raise your Hand feature in Zoom.)

Mrs. Debbie Skinner wanted to congratulate the Board and Chief Bunn. She stated that you can see and feel the morale in the station and the district has changed, it is an improvement. She added that she serves on the Senior Advisory Committee, and they did an ice cream social at the Senior Center. The fire department had a representative there who was doing the vitals for the prescription bottles and the feedback was welcomed, but a lot of the seniors did not know about it. She added that she also mirrors the comments regarding Director McCassie's passing and the services provided.

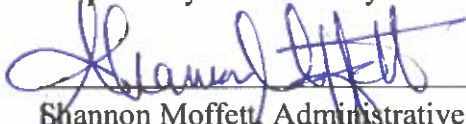
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6. Adjournment*

Chairman Murphy adjourned at 1846.

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 May 23, 2024

Respectfully Submitted by:

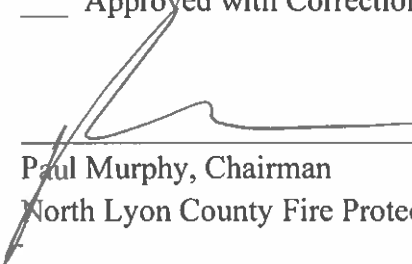


 Shannon Moffett, Administrative Assistant
 North Lyon County Fire Protection District

June 13, 2024
 Date

Approval of Minutes
 May 23, 2024

	<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>1</u>	_____
<input type="checkbox"/> Approved with Corrections	_____	_____	_____	_____	_____



 Paul Murphy, Chairman
 North Lyon County Fire Protection District

June 13, 2024
 Date