

**BOARD OF FIRE COMMISSIONERS
TRUCKEE MEADOWS FIRE PROTECTION DISTRICT**

TUESDAY

4:15 P.M.

MARCH 25, 2008

PRESENT:

Bob Larkin, Chairman*
Jim Galloway, Commissioner
David Humke, Commissioner
Kitty Jung, Commissioner

Amy Harvey, County Clerk
Katy Singlaub, County Manager
Melanie Foster, Legal Counsel
Curtis Johnson, Division Chief

ABSENT:

Bonnie Weber, Vice Chairman

The Board met in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada, and conducted the following business with Commissioner Galloway assuming the gavel as Chairman Pro Tem:

08-13F AGENDA ITEM 2

Agenda Subject: “Public Comment. Comment heard under this item will be limited to two minutes per person and may pertain to matters both on and off the Commission agenda. The District will also hear public comment during individual action items, with comment limited to two minutes per person. Comments are to be made to the District as a whole.”

There was no response to the call for public comment.

08-14F AGENDA ITEM 3

Agenda Subject: “Approval of February 12, 2008 regular meeting minutes.”

Curtis Johnson, Division Chief, stated this item was being pulled because the minutes were not yet available.

No action was taken on this item.

08-15F AGENDA ITEM 4

Agenda Subject: “Volunteer/Auxiliary Report Review and Acceptance for February 2008. (Including monthly operations report of Volunteer Fire Departments indicating response data, training activities/apparatus updates, administrative, radio communication and dispatch issues, etc.)”

Curtis Johnson, Division Chief, discussed the training that occurred in February.

Chairman Pro Tem Galloway commended the Silver Lake and Pleasant Valley Volunteer Fire Departments for providing reports, but he noted a number of reports were not received. Chief Johnson replied he was taking over as Division Chief for the volunteers and one of his goals was to standardize the program to make it easier for the departments to report their activities monthly.

There was no response to the call for public comment.

On motion by Commissioner Humke, seconded by Commissioner Jung, which motion duly carried with Chairman Larkin temporarily absent and Commissioner Weber absent, Chairman Pro Tem Galloway ordered that Agenda Item 4 be accepted.

08-16F AGENDA ITEM 5

Agenda Subject: “Award of Base Bid and Alternates One and Two for Construction of the “Lemmon Valley Volunteer Fire Station Addition” to the lowest responsive and responsible bidder (staff recommends Houston Smith Construction in the amount of \$252,557.00); and if awarded, authorize the Chairman to execute contract documents.”

Curtis Johnson, Division Chief, advised the landscaping and additional insulation were added because this item came in under bid.

Chairman Pro Tem Galloway noted R.D. Rhett Construction did not submit the Subcontractor Form.

There was no response to the call for public comment.

***4:29 p.m.** Chairman Larkin arrived at the meeting.

Chairman Larkin advised he would be abstaining because he was not present during the discussion on awarding the bid.

On motion by Commissioner Humke, seconded by Commissioner Jung, which duly carried with Commissioner Weber absent and Chairman Larkin abstaining, Chairman Pro Tem Galloway ordered that Agenda Item 5 be awarded, authorized, and executed.

08-17F AGENDA ITEM 6

Agenda Subject: “Commissioners’/Manager’s Announcements, Requests for Information, Topics for Future Agendas and Statements Relating to Items Not on the Agenda. (No discussion among Commissioners will take place on this item).”

Curtis Johnson, Division Chief, advised the Joint Fire Advisory Board meeting would be held April 21, 2008 at 3:30 p.m.

4:30 p.m. Chairman Larkin resumed the gavel.

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4:33 p.m. On motion by Commissioner Jung, seconded by Commissioner Humke, which motion duly carried with Commissioner Weber absent, Chairman Larkin ordered that the meeting be adjourned.

ROBERT M. LARKIN, Chairman
Truckee Meadows Fire
Protection District

ATTEST:

AMY HARVEY, Washoe County Clerk
and Ex-Officio Clerk, Truckee Meadows
Fire Protection District

*Minutes Prepared By
Jan Frazzetta
Deputy County Clerk*