

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

TUESDAY

4:15 P.M.

JANUARY 27, 2009

PRESENT:

David Humke, Chairman
Bonnie Weber, Vice Chairperson*
Robert Larkin, Commissioner
John Breternitz, Commissioner
Kitty Jung, Commissioner*

Amy Harvey, County Clerk
Katy Simon, County Manager
Melanie Foster, Legal Counsel
Marty Scheuerman, Division Chief

The Board convened at 4:20 p.m. in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada, and conducted the following business:

09-01F AGENDA ITEM 4

Agenda Subject: “Accept proposal from Diamonte Partners LLC in response to Washoe County RFP No. 2662-09 to assist Washoe County, the Sierra Fire Protection District and the Truckee Meadows Fire Protection District with the development of a Comprehensive Fire Services Master Plan, and authorize the chairman to execute an agreement for same in the proposed amount of \$64,800.00 and accept funds from the Truckee Meadows and Sierra Fire Protection Districts for their share of the cost of the study; and authorize the Finance Department to make the appropriate budget adjustments. (All Commission Districts)”

4:20 p.m. The Board convened simultaneously as the Board of Washoe County Commissioners, the Board of Fire Commissioners for the Sierra Fire Protection District, and the Board of Fire Commissioners for the Truckee Meadows Fire Protection District with all members present.

Kurt Latipow, Washoe County Fire Services Coordinator, acknowledged the members of the task group who put together the Request for Proposal.

Commissioner Weber disclosed she participated in discussions with the task group and filled out a survey, but did not vote for any of the contractors at the subcommittee level because she knew the item would come before the Board of County Commissioners for approval.

There was no response to the call for public comment.

On motion by Commissioner Weber, seconded by Commissioner Jung, which motion duly carried, it was ordered that Agenda Item 4 be approved, accepted, authorized and executed.

4:26 p.m. The Board remained in session as the Board of Fire Commissioners for the Sierra Fire Protection District with all members present.

***4:27 p.m.** Commissioner Weber temporarily left the meeting.

***4:28 p.m.** The Board adjourned as the Board of Fire Commissioners for the Sierra Fire Protection District and reconvened as the Board of Fire Commissioners for the Truckee Meadows Fire Protection District. Commissioner Weber returned to the meeting.

09-02F 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.

09-03F AGENDA ITEM 3A

Agenda Subject: “Approval of July 8, 2008 and December 16, 2008 meeting minutes.”

There was no public comment on this item.

On motion by Commissioner Jung, seconded by Commissioner Weber, which motion duly carried, it was ordered that Agenda Item 3A be approved.

09-04F AGENDA ITEM 3B

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

There was no public comment on this item.

On motion by Commissioner Jung, seconded by Commissioner Weber, which motion duly carried, it was ordered that Agenda Item 3B be accepted.

09-05F AGENDA ITEM 3C

Agenda Subject: “Discussion, Review and Adoption of the 2009 Annual Operating Plan between the City of Reno, Truckee Meadows Fire Protection District, and the Humboldt Toiyabe National Forest.”

There was no public comment on this item.

On motion by Commissioner Jung, seconded by Commissioner Weber, which motion duly carried, it was ordered that Agenda Item 3C be adopted.

09-06F AGENDA ITEM 3D

Agenda Subject: “Approval of purchase of one (1) new Model 14 Brush apparatus for Truckee Meadows Fire Protection District career Station 18 from Masterbody, Inc., 9824 Atlantic Ave., South Gate, CA 90280-6901 pursuant to the award of Bureau of Land Management Contract No. NAC060014 on January 17, 2006, in the amount of \$280,488.00. (Commission District 5)”

There was no public comment on this item.

On motion by Commissioner Jung, seconded by Commissioner Weber, which motion duly carried, it was ordered that Agenda Item 3D be approved.

09-07F AGENDA ITEM 3E

Agenda Subject: “Approval of Joinder on State Bid #1424 and Agreement for an Occupational Health Services Contract for the Truckee Meadows Volunteer Fire Personnel Physicals with Concentra Health Services, Inc. as authorized per N.R.S. 332.195.”

There was no public comment on this item.

On motion by Commissioner Jung, seconded by Commissioner Weber, which motion duly carried, it was ordered that Agenda Item 3E be approved.

09-08F AGENDA ITEM 5

Agenda Subject: “Approve transfer of \$2,956.63 from Station 16 line item in the TMFPD Capital budget to the project account TM839106; Direct the Finance Department to make the necessary budget adjustments; Approve change order number (4) for the “Sun Valley Fire Station Apparatus Bay Addition; Washoe County, Nevada to K-W Western, Inc. in the amount of \$2,956.63; and if approved, authorize the Contract Administrator to sign the necessary documents. (Commission District 5)”

Division Chief Marty Scheuerman indicated the item involved the final change order to complete the project.

***4:31 p.m.** Commissioner Jung left the meeting.

Commissioner Weber questioned whether the reference in the agenda item to Station 16 was correct. Chief Scheuerman explained there was a fund in the capital improvement budget for the replacement of Station 16 in East Washoe Valley. He stated funds were sometimes transferred between line items in the capital budget to cover shortages in other projects and keep everything on a pay-as-you-go basis. In this case, he said the transfer was being made from the East Washoe Valley Station to complete the project for the Sun Valley Station. Commissioner Weber requested that future agenda items be more specific to identify the location of each fire station.

There was no public comment on this item.

On motion by Commissioner Weber, seconded by Commissioner Breternitz, which motion duly carried with Commissioner Jung absent, it was ordered that Agenda Item 5 be approved, directed and authorized.

09-09F 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.)”

Division Chief Marty Scheuerman stated he was retiring from the City of Reno effective February 12, 2009, and was accepting a position as the Chief of Operations and Training for the City of South Lake Tahoe.

The Commissioners congratulated Chief Scheuerman and thanked him for his years of service.

Commissioner Weber said she attended a recent meeting of the Joint Fire Advisory Board, where there was an interesting presentation concerning overtime and labor organization requirements. She thanked Commissioner Larkin for requesting the presentation. Chief Scheuerman indicated he would send a copy of the presentation to all of the Commissioners.

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4:36 p.m. On motion by Commissioner Weber, seconded by Commissioner Breternitz, which motion duly carried with Commissioner Jung absent, the meeting was adjourned.

DAVID E. HUMKE, Chairman
Truckee Meadows Fire
Protection District

ATTEST:

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

*Minutes Prepared By:
Lisa McNeill, Deputy County Clerk*