

**BOARD OF FIRE COMMISSIONERS, SIERRA FOREST FIRE  
PROTECTION DISTRICT**

TUESDAY

4:00 P.M.

JUNE 20, 2006

PRESENT:

**Bob Larkin, Chairman**  
**Bonnie Weber, Vice Chairman**  
**Jim Galloway, Commissioner**  
**David Humke, Commissioner**  
**Pete Sferrazza, Commissioner**

**Amy Harvey, County Clerk**  
**Katy Singlaub, County Manager**  
**Melanie Foster, Legal Counsel**  
**Joe Reinhardt, Acting Fire Chief**

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:

**06-21SF      AGENDA**

In accordance with the Open Meeting Law, on motion by Commissioner Humke, seconded by Commissioner Galloway, which motion duly carried, Chairman Larkin ordered that the agenda for the regular meeting of June 20, 2006 be approved.

**06-22SF      AGREEMENT – ADP, INC. – SECTION 125 PREMIUM ONLY  
PLAN SERVICE**

In response to Chairman Larkin, Mary Walker, District Financial Consultant, commented this was one of the ratification items staff had completed to set up the new District. She explained ADP, Inc. would be running the payroll for the District. She said, under this situation, ADP, Inc. would handle the Section 125 Premium Only Plan that would allow the employees to pay for their group medical premiums on a pre-tax basis and receive a tax break. Ms. Walker noted the set-up fee was \$250 and the annual administrative fee was \$400.

Upon recommendation of Ms. Walker, on motion by Commissioner Humke, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the Section 125 Premium Only Plan Service Agreement between the District and ADP, Inc. be approved and Chairman Larkin be authorized to execute the same.

**06-23SF**      **INTERLOCAL CONTRACT – STATE OF NEVADA – DEFERRED  
COMPENSATION PROGRAM**

Upon recommendation of Mary Walker, District Financial Consultant, on motion by Commissioner Galloway, seconded by Commissioner Weber, which motion duly carried, it was ordered that the interlocal contract between the District and the State of Nevada, concerning the District joining the State of Nevada Employees' deferred compensation program, be approved and Chairman Larkin be authorized to execute the same.

**06-24SF**      **AGREEMENTS – PUBLIC AGENCY COMPENSATION TRUST –  
WORKERS' COMPENSATION BENEFITS**

Upon recommendation of Mary Walker, District Financial Consultant, on motion by Commissioner Galloway, seconded by Commissioner Sferrazza, which motion duly carried, it was ordered that the Public Agency Compensation Trust Interlocal Cooperation Agreement and the Joint and Several Liability Indemnity Agreement between the District and the Public Agency Compensation Trust, concerning the provision of the mechanisms for the District to provide workers' compensation benefits to the employees as of July 1, 2006, be approved and Chairman Larkin be authorized to execute the agreements.

**06-25SF**      **NEVADA PUBLIC AGENCY INSURANCE POOL PROPERTY  
AND LIABILITY INSURANCE COVERAGE**

Mary Walker, District Financial Consultant, confirmed this was the first time the Board had seen this item. She said a new local government was beginning and all the contracts coming before the Board were for the purpose of putting in place all the risk management and insurance contracts in order for the new local government to begin July 1, 2006.

Commissioner Galloway asked about the insurance contract. Ms. Walker said it was a standard contract per Jim Jeppson, Risk Manager.

Upon recommendation of Ms. Walker, on motion by Commissioner Humke, seconded by Commissioner Sferrazza, which motion duly carried, Chairman Larkin ordered that the Nevada Public Agency Insurance Pool Property and Liability Insurance Coverage for the District for fiscal year 2006/07 be approved. It was further ordered that the Risk Manager be authorized to execute the same.

**06-26SF**      **EXPENDITURE – EMERGENCY FOOD AND WATER SUPPLIES**

Chairman Larkin asked how many times in the year this item would come before the Board. Joe Reinhardt, Acting Fire Chief, stated it would only be once a year.

Upon recommendation of Jeanne Ellis, Account Clerk II, through Acting Fire Chief Reinhardt, on motion by Commissioner Humke, seconded by Commissioner Sferrazza, which motion duly carried, Chairman Larkin ordered that the expenditures for emergency food and water purchases for fiscal year 2006/07 for the firefighters of the District be approved. It was noted the total expenditures would not exceed \$20,000.

**COMMISSIONERS'/STAFF COMMENTS**

Chairman Larkin asked about staffing for the District. Joe Reinhardt, Acting Fire Chief, responded he would be handling the agenda process with assistance from Mary Walker, District Financial Consultant. Melanie Foster, Legal Counsel, said she would continue to be the legal representative for the District. She noted there could be a different attorney assigned to the District in the future.

In response to Chairman Larkin, Acting Fire Chief Reinhardt commented on the upcoming fire season. He stressed the importance of fuels management. He said a person should call 911 and stay in their home if a fire breaks out.

County Manager Katy Singlaub commented there was a scientific analysis completed daily of the fire risk that was based on fuels loading, winds, and moisture content in the air. She said the fire services in the region staff and deploy resources based on that daily analysis of the fire risk. She added the fire services were doing a tremendous amount of training and drilling. Ms. Singlaub noted this year was dangerous because of the wet winter and the growth of cheat grass.

**PUBLIC COMMENTS**

Juanita Cox invited the Commissioners, the County Manager, Legal Counsel, and the District Attorney to participate in the live show "With Liberty and Justice for All" on June 28, 2006. She said the topic would be the Andrew Lane Fire.

Gary Schmidt commented on the Andrew Lane Fire and reviewed many citizen questions that he said remained unanswered.

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There being no further business to come before the Board, the meeting adjourned.

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**ROBERT M. LARKIN**, Chairman  
Sierra Fire Protection District

**ATTEST:**

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**AMY HARVEY**, Washoe County Clerk  
and Ex Officio Clerk, Sierra Fire  
Protection District

*Minutes Prepared by  
Lori Rowe, Deputy County Clerk*