

EAST FORK FIRE PROTECTION DISTRICT

1694 County Road
Minden, Nevada 89423

Meeting Agenda

John Bellona, President, District 1
Barbara Griffin, Director, District 2
Bernard Curtis, Director, District 3
Nate Leising, Director, District 4
Mike Sommers, Secretary, District 5

Alan Ernst, District Fire Chief

Jolene Polish, Board Clerk

Tuesday, November 18, 2025

1:00 PM Board Meeting

To attend virtually-Contact Jolene Polish
In person-1694 County Road, Minden

MISSION STATEMENT

"Serving the Fire and Life Safety Needs of Our Community"

East Fork Fire Protection District will be conducting its meeting in person and electronically. The public is welcome to attend the meeting virtually or in person at the East Fork Fire Protection District Office located at 1694 County Road, Minden, NV. If you would like to view the East Fork Fire Protection District Board meeting, please contact Jolene Polish prior to the day of the meeting at 775-782-9040 or jpolish@eastforkfire.org for details on how to log into the meeting.

Public comment will be accepted prior to the East Fork Fire Protection District Board meeting through either the email address provided below or by setting up a phone appointment with the East Fork Fire Protection District Office up until the day before the East Fork Fire Protection District Board meeting.

- Blank public comment forms will be available at the East Fork Fire Protection District Office (1694 County Road, Minden, Nevada) and completed forms may also be left at the same location.
- Written public comments may also be emailed to jpolish@eastforkfire.org. All public comments must be received prior to the date of the meeting if the comments are to be included in the supplemental materials.
- All written public comments received prior to 4:00 PM the day before the Board meeting will be compiled and will be added as supplemental material for the East Fork Fire Protection District Board and the public to review prior to the meeting.
- Any written public comment received on the day of the East Fork Fire Protection District Board meeting will be compiled and added as supplemental materials to the East Fork Fire District's website and distributed to the East Fork Fire Protection District Board within 24 hours after the meeting.

Members of the public may call Jolene Polish at 775-782-9040 to obtain help making public comments using the public comment methods.

Copies of the finalized agenda are posted at the following location prior to meeting day: East Fork Protection District Administrative Office. An electronic copy of the agenda and supporting materials are available on the following websites:

- East Fork Fire website: <https://eastforkfire.org/>
- Nevada Public notice: <https://notice.nv.gov>

Members of the public may request an electronic copy of the agenda or supporting materials by contacting Jolene Polish at jpolish@eastforkfire.org.

Agenda items may be taken out of order, may be combined for consideration, or may be removed from the agenda at any time. All items designated “for possible action” shall include discussion and possible action to approve, modify, deny, take “no action,” or continue the item.

It is the intent of the East Fork Fire Protection District Board to protect the dignity of citizens who wish to comment before the Board. It is also the desire of the East Fork Fire Protection District Board to provide the citizens with an environment that upholds the highest professional standards. Citizens should have the ability to freely comment on items and/or projects that are brought before the East Fork Fire Protection District Board for action without interference.

Notice to Persons with Disabilities: Members of the public who are disabled and require special assistance or accommodations are requested to notify Jolene Polish in writing at 1694 County Road, Minden, Nevada 89423 or by calling 775-782-9040 at least 20 hours in advance.

EAST FORK FIRE PROTECTION DISTRICT

1694 COUNTY ROAD

MINDEN, NEVADA

FINAL AGENDA

NOVEMBER 18, 2025

BOARD MEETING

1:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE – Nathan Leising

PUBLIC COMMENT (No Action)

At this time, public comment will be taken on those matters that are within the jurisdiction and control of the East Fork Fire Protection District Board of Directors but are not on the agenda for this meeting or those agenda items where public comment will not be taken as a public hearing is not legally required as where an item is for presentation only.

Public Comment may be limited to three minutes per speaker, which will be decided by the Board President or other presiding officer in his/her absence. If you are going to comment on a specific agenda item that the East Fork Fire Protection District Board of Directors will take action on, please make your comments when the item is considered and is opened for public comment.

For members of the public not able to be present when an item on the agenda is heard, Speaker/Comment Cards are available in the Lobby at the entrance to the meeting room. These cards should be completed and given to the District Fire Chief or designee.

ADMINISTRATIVE AGENDA

The Administrative Calendar will be handled as follows:

- (1.) The President will read the agenda title into the public record.
- (2.) Staff will introduce the item and provide a report, if any.
- (3.) The applicant, if any, will have an opportunity to address the Board.
- (4.) The Board will then discuss the item.
- (5.) Once the Board has concluded their discussion, public comment will be allowed and is limited to three minutes per speaker.
- (6.) Once public comment is completed, the Board will then ask any follow-up questions and take action.

On agenda items that are listed as a “presentation” with no action listed, public comment is not legally required and must be made at the beginning of the meeting.

APPROVAL OF AGENDA

- 1. For Possible Action.** Approval of proposed agenda. The East Fork Fire Protection District Board of Directors reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda. (John Bellona, President) 5 minutes.

APPROVAL OF PREVIOUS MINUTES

- 2. For Possible Action.** Discussion and possible action to approve the draft meeting minutes of October 21, 2025, meeting of the East Fork Fire Protection District Board of Directors. (John Bellona, President) 5 minutes.

AWARDS, RECOGNITIONS, PROCLAMATIONS & DONATIONS

- 3. For Possible Action.** Discussion and possible action to accept a \$17,000 donation from the Volunteer Firefighters’ Association to be deposited into the Burn Fund, as follows: \$5,000 from the Volunteer Firefighters’ Association, \$1,000 from Volunteer Stations 2/9, \$1,000 from Volunteer Station 5, \$1,000 from Volunteer Station 6, \$4,000 from Volunteer Station 8, and \$5,000 from Volunteer Station 3; and to authorize the Board President to issue a letter of appreciation. (Alan Ernst, District Fire Chief) 5 minutes.

- 4. For Possible Action.** Discussion and possible action to recognize and approve the presentation of a Life Saving Award to Firefighter/Paramedics Aron Harvey, Austin Evans, Josef Almedia and Firefighter/EMT Cameron Van Ness for their exemplary actions in saving a life during an emergency incident. (Alan Ernst, District Fire Chief) 15 minutes.

CONSENT CALENDAR

Items appearing on the Consent Calendar are items that can be adopted with one motion unless separate consideration is requested by a District Director or a member of the public. Members of the public who wish to have a consent item placed on the Administrative Agenda shall make that request during the public comment section at the beginning of the meeting and specifically state why they are making the request. When items are pulled for discussion, they will automatically be placed at the beginning of the Administrative Agenda or may be continued until another meeting.

- 5. For Possible Action.** Approval of Consent Calendar Items A-H. (Alan Ernst, District Fire Chief) 5 minutes.

FINANCE

- A. For Possible Action.** Discussion and possible action to accept the report on general ledger cash balances as of October 31, 2025. (Julie Andress, Director of Finance/CFO)
- B. For Possible Action.** Discussion and possible action to approve the receipt and filing of the list of accounts payable checks issued and cash disbursements/automatic withdrawals in October 2025 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
- C. For Possible Action.** Discussion and possible action to approve payroll expenses paid in October 2025 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
- D. For Possible Action.** Discussion and possible action to approve the Procurement Card Transactions paid for in October 2025 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
- E. For Possible Action.** Discussion and possible action to approve the East Fork Fire Protection District's ambulance billing bad debt write-offs for the period of September 2025 in the amount of \$16,877.02. (Julie Andress, Director of Finance/CFO)
- F. For Possible Action.** Discussion and possible action to accept the report on state consolidated taxes collection and distribution as of August 2025. (Julie Andress, Director of Finance/CFO)
- G. For Possible Action.** Discussion and possible action to accept the donation of \$2,000 from Timken-Sturgis Foundation and authorize a letter of

appreciation from the Board President. (Julie Andress, Director of Finance/CFO)

H. For Possible Action. Discussion and possible action to approve payment in the amount of \$19,661.36 to the Deputy Chief of Business Operations, which reflects extraordinary time spent on the August 2025 Rock Fire in Idaho, per Policy 650.16-Reimbursement Compensation for FLSA Exempt Employees. (Julie Andress, CFO/Director of Finance)

- 6. For Presentation Only.** Budget Summary for month ending October 2025. (Julie Andress, Director of Finance/CFO) 5 minutes.
- 7. For Possible Action.** Discussion and possible action to approve contracts with Cigna Health Insurance for medical coverage, Principal insurance for dental and vision coverage, and Standard Life for life and voluntary benefits for employees of the East Fork Fire Protection District for Calendar Year (CY) 2026, at an estimated annual cost of \$2,106,529. (Holly Megee, Director of Administrative Services) 15 minutes.
- 8. For Possible Action.** Discussion and possible action to approve the Fiscal Year Audit ending June 30, 2025, as prepared by the accounting firm of Sciarani and Company. (Julie Andress, Director of Finance/CFO) 30 minutes.
- 9. For Presentation Only.** Update on the status of the Wildland Fuels program including but not limited to seasonals, grants and programs. (Alan Ernst, District Fire Chief) 15 minutes
- 10. For Possible Action.** Discussion and possible action to allow District Administration to hire two additional full-time Fuels Crew members with a total cost allocation not to exceed \$154,936 annually. (Alan Ernst, District Fire Chief) 15 minutes.
- 11. For Presentation Only.** Reports/updates from East Fork Professional Firefighters Association concerning the various assignments and committees they may be a member of, liaison to, or meetings/functions they have attended. No action will be taken on these reports/updates. (John Bellona, President) 5 minutes.
- 12. For Presentation Only.** Reports/updates from East Fork Volunteer Firefighters Association concerning the various assignments and committees they may be a member of, liaison to, or meetings/functions they have attended. No action will be taken on these reports/updates. (John Bellona, President) 5 minutes.
- 13. For Presentation Only.** Reports/updates from District Board Members and the Fire Chief concerning the various assignments and committees they may be a member of, liaison to, or meetings/functions they have attended. No action will be taken on these reports/updates. (John Bellona, President) 10 minutes.

CLOSING PUBLIC COMMENT (No Action)

At this time, public comment will be taken on those items that are within the jurisdiction and control of the East Fork Fire Protection District Board of Directors or those agenda items where public comment has not already been taken. (John Bellona, President)

ADJOURNMENT

14. For Possible Action. Discussion and possible action to adjourn the East Fork Fire Protection District Board Meeting. (John Bellona, President) 5 minutes.

THE TIMING FOR AGENDA ITEMS IS APPROXIMATE UNLESS OTHERWISE INDICATED AS A TIME SPECIFIC ITEM. ITEMS MAY BE CONSIDERED AHEAD OF OR AFTER THE SCHEDULE INDICATED BY THIS AGENDA.