

SPOKANE COUNTY FIRE DISTRICT 5
REGULAR MEETING MINUTES
July 21, 2014; 7:00p.m. District Office
17217 W. Four Mound Rd., Nine Mile Falls

Members Present: Larry Wendlandt, Isla Durheim

District Secretary: Susan Rae

Guests: Bill Lynch, Larry Durheim, Bethany Cobb

Fire Chief: Bonnie Cobb and Assistant Fire Chief Scott Lynch

Time Meeting Began: 7:00 p.m.

Flag Salute: Larry Durheim

The minutes from the June 23, 2014 Regular Meeting were reviewed. Isla made a motion to approve as presented. Larry seconded and minutes were approved.

The treasury report was reviewed. Susan read the report aloud.

The July 2014 bills were reviewed Accounts Payable: AP1158 through AP1168 totaling \$1974.64 and Payroll: P00753 through P00774 totaling \$3,342.01. Current F12 balance is approximately \$121,404.78 and balance of F38 fund is \$31,568.24. Susan read the Expenses and Petty Cash list. Isla made a motion to accept the bills as presented, Larry seconded the motion and the expenses were approved as presented.

Secretary's Concerns:

- Computer hits to date on SCFD5.org is 790.
- Newsletter: Susan requested an article to begin the Newsletter process and Bonnie volunteered to write one.
- WDOH : Relicensure received on Medical Vehicles, Bonnie put all new licenses in the vehicles.
- DNR Phase II Grant: Paperwork submission Sept 1 – Oct 31, 2014. Bonnie and Susan will be working on this project.
- Address signs received. Price will increase due to shipping and inflation to \$12 per sign per the motion and approval from the June 23, 2014 meeting.
- \$5000 Bi-annual transfer from F-12 to F38 has been completed.
- The second publication in the Spokesman Review of the Vendor List/Small Works Roster for 2014 has been completed and paid.
- Discussion as to carrying over items on the Agenda. Agreed to keep items on the Agenda month to month until item is completed.
- OK to purchase sugar, creamer, stamps for the office.

Correspondence: Susan reported.

- **Project Completion Paperwork** has been received from the County concerning the vacating of the right of way on Long Lake Road.
- **State Auditor's Office:** We have received Notice that as of Jan 1, 2015 local government hourly billing rate will increase from the current \$83.50/hr to \$88.50/hr.

- **Debit Card Theft:** Susan's stolen debit card only received a charge for \$1.25 and the Bank has refunded that charge. Larry Wendlandt asked Susan to file his SCFD5 Visa card back into the file folder for safe-keeping.
- **BVFF:** Another notice from BVFF stating they have not received our paperwork or payment for benefits. We have called and resubmitted this paperwork several times (noted on our paperwork.) and the fees have been paid. Susan and Bonnie will follow up again.
- **Levy Office Paperwork:** Current best estimates numbers received from Dave Loomer's office in preparation for upcoming Fall Levies. Susan distributed to all Commissioners and Chief Cobb.

Fire Chief's Report: Chief Bonnie Cobb

1. **Volunteer Status:** 3 possible new volunteers, two have gone through the structure training at District 9 and one has gone through red card training. Chief Cobb noted that District 9 has been a tremendous help with our Volunteer Training and included District 5 in their activities. Chief Cobb also noted that Volunteer Branson Davis (red card training) has taken great interest in our Fire Department.
2. **Station Status:** Chief brought up weed control again, especially at Coulee Hite. Weed Whacker has not been purchased, but it would be cost prohibitive to have Senske spray it and now the weeds are out of control. Chief Cobb is willing to do the spraying herself with her own tractor. Larry said to go ahead with the project, keep costs and tractor time numbers for reimbursement. Station 52 needs an awning over the door to prevent ice damage. Need to find a carpenter.
3. **Trucks & Equipment:** Engine 52 airline under seat needs repaired now. Larry said to bring it over and he will fix it. Two brush trucks sent to the Long Lake Fire. This fire was turned into a state mode and once that happens we get reimbursement from the state for the usage. Item noted that our fittings were not compatible with some of the other trucks so Chief Cobb would like to spend that DNR money for new fittings. Larry said to go buy what we need now, don't wait for the DNR money. We need to be compatible.
4. **Training Status:** Bethany did Hazmat in Confined Spaces. Volunteers went to Bonnie's Farm to do farm equipment training. She is trying to have more people do different trainings and it is working well. OTEP officer training leaning on Medical people for instruction (Volunteer Theresa Cobb) and that is working well too.
5. **Other:** Larry brought up the fact that our Fire Department is an Emergency Shelter and should be prepared to operate as one. He requested that Scott find out exactly what we need to install a generator. We will try to secure funds from the DNR Phase II Grant for a 50/50 split on a generator, however; Larry suggested we go ahead now and if we can arrange everything now, to buy it now. Chief Cobb and Assistant Chief Scott Lynch have asked for a command truck on the DNR Grant, Wildland Gear and boots, the holding tank at Coulee Hite needs repair and these items could also be

requested on the Grant. Larry will try fixing the tank now as Scott had to empty it due to nearby flooding.

On a grant, Volunteers do pay 1/2 of the cost of their boots and they keep them. Chief Cobb reported that it was decided to have our trucks in the barn during the Airway Heights fire because so many other districts had all their trucks out. We needed to cover our own district as well as mutual aid and be available.

Old Business:

1. **12 Volt Charging Systems for Trucks:** Larry has the parts, just needs to get it on his schedule to do the work. Same status.
2. **Entry Door Locks** – Bonnie to find out pricing on a new tumbler, rekeying and the remote entry set up **for Station 51.**

• **New Business:**

- **1.** Three applications have been received for the Commissioner Vacancy: Bethany Cobb, Kenneth Fischer, and Dave Clouse. Larry Edmonds stopped by the office on 7/21/2014 and expressed his interest in applying. He will email his resume asap. Information on policy/procedures given to Larry, Isla and Bonnie. The Commissioners decided to make the cut-off date for applications July 31, 2014. After that time, they will start interviews.
- **2.** Larry requested to change the reader board, both sides to *No Fires, No Shooting, No Cigarettes, No Fires period.* Larry Durham reported the state has just passed a law that there is a \$1000 fine for throwing a cigarette out of a car window. Anyone can call in with the license plate number and location.
- **3.** Chief Cobb submitted a letter relinquishing her quarterly volunteer comp back into the volunteer comp totals. Larry asked Susan to check with Legal if we can do this, as well as checking on renting out our surplus equipment until sold, and hiring someone for Station Maintenance.

Public Comment Period:

Larry Durham asked about the balance in our budget and the 1% increase that we receive from the Levy. The District has been very frugal in monitoring expenses and there has been monies received throughout the year from Grants. We are now in the position of being able to look at needed purchases that would increase the efficiency and ease of operation for our District. Our Reserve fund allows us to be able to show the Government we have matching funds for grants, as well as a fund for other capital purchases we may need to make.

There was no other business.

The next regular meeting will be August 25, 2014 at 7:00p.m

The regular meeting adjourned at 7:56p.m.

Spokane County Fire District 5 Chairman

Spokane County Fire District 5 Commissioner

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Attest: Spokane County Fire District 5 Secretary