

SPOKANE COUNTY FIRE DISTRICT 5
REGULAR MEETING MINUTES
March 28, 2016; 6:00p.m. District Office
17217 W. Four Mound Rd., Nine Mile Falls

Members Present: Isla Durheim, Dave Clouse, Bonnie Cobb

District Secretary: Susan Rae

Guests: Larry Edmonds, Debbie Davis, Laine Clouse

Fire Chief: Fire Chief Scott Lynch

Time Meeting Began: 6:08 p.m.

Flag Salute: Scott Lynch

The minutes from the February 22, 2016 Regular Meeting were reviewed. Bonnie made a motion to approve as presented. Isla seconded and minutes were approved

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

The March 2016 bills were reviewed Accounts Payable: AP1429 through AP1444 totaling \$5,728.92 and Payroll: P00923 through P00935 totaling \$4731.59. Current F12 balance is approximately \$ 97,454.69 and balance of F38 fund is \$52,073.48. Dave made a motion to pay Vern Weston the \$100 insurance deductible on his truck, Bonnie seconded the motion and the payment was approved as presented. Isla made a motion to accept the bills as presented with the number of vouchers changed to AP1444 from AP1443. Bonnie seconded the motion and the expenses were approved as revised and presented.

Secretary's Report:

- 1) Computer hits to date on SCFD5.org is 7019 previous 6871.
- 2) Susan reported that the BVFF paperwork was done and payment will be sent in with this month's expenses.
- 3) Susan and Larry Edmonds will get together to create a spreadsheet listing open and in process grant paperwork for information purposes.
- 4) Susan reported on the information she received from the Auditors class she attended on March 23rd. Procedures and requirements are constantly changing. Commissioners asked for a report at the April meeting as to what direction we want to proceed with our Accounting practices/software.
- 5) Susan reported on the fees for credit reports for businesses ranging from \$39.95 to \$170.00. Bonnie made a motion to purchase one report from Experian at a cost of \$39.95, Isla seconded the motion and it was approved as presented.
- 6) Susan was given the OK to report to the US Dept of Commerce when they request the US Census Bureau survey.
- 7) Organization Policy copies will be presented at the April Meeting for Signatures. Corrections and updates have been made.
- 8) Susan will change the topics list on the agenda for the Chief's report to coincide with Chief Lynch's topic listings.

- 9) Susan reported that the Employment Security Department has finally been contacted with a human voice replying that our account “is wacky” and a reconciliation and refund is forthcoming.
- 10) Bonnie reported that all WSP contracts have been submitted and it generally takes about 6 months to receive the contracts back.
- 11) Bonnie reported on the 47th Annual Peak Performance Leadership Seminar she attended in Portland March 2-4. She said they had 5 outstanding speakers with over 651 people attending including, lawyers, dispatchers, communications, administrative, commissioners, firefighters and volunteers. Terrific Leadership direction presented and she would encourage us to attend again next year but recommended we stay in the Oxford Suites across the street as it is still centrally located and less expensive.

Correspondence:

1. Resident Ride Along Trip Requests will not be done here at District #5 due to our Policies.
2. No One will attend the Inland NW Trauma Conference on April 25.
3. Bonnie would like to check into what is involved in being a board member with Enduris, Susan gave her the information.
4. Dept of Health Credential forms will be submitted by May 30th, Scott to assist Susan if needed.

Fire Chief’s Report: Chief Scott Lynch

1. Volunteer Status:

1. Interviewed one volunteer. Possibly have two to interview. Dave made a motion to approve Rebecca Peterson as a District #5 Volunteer FF upon medical approval, Bonnie seconded the motion and Rebecca was approved for duty as presented.

2. Station/Truck/Equipment Status:

1. Still have to have the electricians come back and wire the generator in. ACI will be back April 15.
2. Fencing bid on Generator, 8 x 8 x 8= \$450.00. Scott agreed to do the work with help. Bonnie made a motion to approve up to \$1000 budget for fencing and roof over generator with Scott doing the work, Isla seconded and the motion was approved as presented.
3. We had a discussion on removing curbs that impede snow plowing in the parking lot and have no purpose. They have been very damaged over the years. It was agreed that after Scott called the locator (which we also need to do for the Flag Pole Repair) Vern would help remove them.
4. Darrel Rohrman has said he would be willing to fix the Flagpole if we purchased the materials. Susan said she could supply a sonnitube for the concrete. Flag pole will be tabled to the April meeting.
5. Brush 51 needs a tire rotation.

3. Training Status:

- Fire Drill and Live Fire Training at Rattrays.
- PPE quarterly, SCBA and Ladders
- EMS Live @ Nite, new hires trained on trucks.

4. Other: No Report

5. New Business: No Report

Old Business:

- (1) **Interlocal Agreement for Ground Ambulance Service:** Bonnie reported that she was told there is still a lot of discussion ahead, and once this is done and contracts are complete, then we will resign the contracts.

New Business:

1. April 6 there is a Fire Wise Community meeting here at Station 51. A group of Community representatives will meet and garner ideas for the coming year. This is the KickOff meeting with DNR Reps, Bonnie and Larry Edmonds overseeing.
2. PTERA will be installing a backup battery to our internet service, and it will also be wired into the generator to be used on a priority basis in case of a power outage.
3. FireWise Community meeting is scheduled for May 7 here at ST 51. Bonnie made a motion to allow expenditure up to \$250 to do a mailer about the event, Dave seconded the motion and it was approved as presented. More details to follow.
4. Scott asked Susan to look up Sewer pumping information if available.

Public Comment Period:

1)

There was no other business.

The next regular meeting will be April 25, 2016 at 6:00p.m

Dave made a motion to adjourn the meeting, Bonnie seconded it and the regular meeting adjourned at 8:05 p.m.

Spokane County Fire District 5 Chairman

Spokane County Fire District 5 Commissioner

Spokane County Fire District 5 Commissioner

Attest: Spokane County Fire District 5 Secretary