

**SPOKANE COUNTY FIRE DISTRICT #5**  
**AGENDA**  
**December 17, 2009 Regular Meeting**  
**7:00p.m.**

**Flag Salute**

*Special Guest, Scott Hanson from Enduris Insurance to answer coverage questions.*

**Approve November 23, 2009 Regular Meeting Minutes.**

**Treasure's Report**

<b>Beginning Balance</b>	<b>\$ 54,771.19</b>
<b>Current Month's Expenses</b>	<b>\$ (5,794.77)</b>
<b>Petty Cash Balance</b>	<b>\$ <u>302.95</u></b>
<b>Estimated Ending Balance</b>	<b>\$ 42,279.37</b>

<i>Medic 51 Bond Approx. Bond Balance:</i>	<i>\$ 9,940.96 principle</i>
<i>On October 23, 2009</i>	<i><u>80.35 interest</u></i>
	<i>\$ 10,021.31 est payoff</i>

<b>F38 Reserve Fund Balance</b>	<b>\$ 5,045.91</b>
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**Approve December Expenses**

**Administrator's Report:**

**Correspondence:**

**Fire Chief's Report:**

**Old Business:**

1. **Time Clock:** Ron
2. **PO System:** Ron and Board
3. **Snow Plow Plan:** Ron and Board
4. **Website:** Carol
5. **CenturyTel Bill:** Carol
6. **Spokane County – Kootenai County Fire Services Mutual Aid Agreement:** Board
7. **EMS Qualifications:**
8. **Insurance Coverage re : Trucks and other Equipment not housed in stations:** Carol
9. **2010 Budget:** Board

**New Business:**

1. **Fire Commissioner Compensation Waiver:** Board
2. **Annual Transfer of \$5,000 from General Fund to Reserve Fund:** Carol
3. **Supply Request by Carol:** 2010 Calendar for District Office approx. \$6.00; paper shredder approx. \$40; case toilet paper approx. \$15; dozen Kleenex approx. \$12.
4. **Petty Cash Account Signature Card:** Carol
5. **Supply Request by Fire Chief, Ron:** 1- Light bulbs for station. 2- Need ok for Steve Rogers to fix fuel gauge on Eng 51, wire rechargeable light on Med 51, wire rechargeable Eng 52 and Command Rig. At \$60 per hour.
6. **NFA Leadership 1 Class:** Ron

**Public Comment Period: (Three minute limit per individual listed on sign-up sheet)**

**The next regular business meeting will be on January 25, 2010 at 7:00p.m.**

**SPOKANE COUNTY FIRE DISTRICT #5  
DECEMBER 17, 2009 REGULAR MEETING  
ADMINISTRATOR AGENDA**

- **Admin. Concerns:**
  - Per RCW 39.04.190 (2) *At least twice per year, the municipality shall publish in a newspaper of general circulation within the jurisdiction a notice of the existence of vendor lists and solicit the names of vendors for the lists.* I have sent in an advertisement to the Spokesman Review regarding our Vendor's List to appear in December 13, 2009 Sunday paper.
  - I will collect and turn in the required annual Bacteria water test for the County Health Dept. A nitrate test, due every 3 years is not due until 2012.
- **Correspondence:**
  - Ray Tansey, Spokane County EMS & Trauma Care Council, Dec. 15, 2009 e-mail to Rod Heimbigner re: protocol for Epipens and N95 masks for EMS providers.

**Carol Harrington  
District Administrator**