

**Spokane County Fire District #5**  
**August 24, 2009 Regular Meeting Minutes**

**Members Present:** Jim Ryan, Todd Lehman and Marv Davis

**District Administrator:** Carol Harrington

**Guests:** see attached sign in sheet

**Time Meeting Began:** 7:00p.m.

- **Flag Salute**
- **Carol read the minutes from the June 27, 2009 Regular Meeting aloud; they were approved unanimously as presented.**
- **Carol read the treasury report aloud.**
- **The July bills** were reviewed. Todd asked questions regarding the payment for the paint job on A52. Ron explained the damage and repair. Marv asked if we reported it to the insurance company; Ron said no. Marv asked Ron about the mileage reimbursement Ron received. Ron explained he had to drive clear out to the Otis Orchards area to Valence Communications and did not want to take a district vehicle away that far from the response area. The Command Rig was discussed and its uses. Marv gave Carol a mileage sheet and said that the wrong mileage rate was used as a district vehicle was available; Ron will have to pay the district back part of the reimbursement. The Stadium Sports bill was discussed regarding district t-shirts and hats. Marv questioned the J&J bill on B52; Ron explained. Todd made motion to accept the bills as presented, Marv seconded and **the expenses were approved unanimously as presented for \$2,917.95.**
- **Administrators Report:** Office hours should return to Mondays and Wednesdays after September 1, 2009 when school starts.
- **Correspondence:** 2009 WFCA Conference Oct. 22-24, 2009 at the Doubletree Hotel in Spokane: Registration price prior to Oct. 16<sup>th</sup> is \$245; after that date it is \$295. Commissioners should have received one at their residence address. Let me know if you need one. Carol gave Marv the one she had. Also received via e-mail on 7/28/09 from Snure Law Offices a Fire Protection District Bid Law Matrix for 2009.
- **Fire Chief's Report:**
  - **Personnel:** We have two new volunteers for consideration as they have passed the interview, background check and physical required. They are Steve Rogers and Courtney Patterson. Marv would like to see the list of who we have and the calls they have made so we can see if we have some dead weight; he would like to see a report. He is concerned about the gear. Ron said we have 20 volunteers now. Jim said we've pretty much gotten them covered pretty well with PPE. Marv said that before we add any new volunteers he would like to see a list at the next meeting on all the calls and training. Move the two new volunteers to September's meeting.
  - **Training:** The 1<sup>st</sup> training of the month involved a class on drip torches and how to use them by Joe Gumminger. The 2<sup>nd</sup> training was on structure triage; it was nice as Cindy Rooks came in and fed the crew nachos and told them thank you so much for all the work they do. We will be sending two FF to SCFD10's FF1 Recruit classes; we have five that want to go but they only have room for two. It is free except for the cost of books.
  - **Stations:** N/A
  - **Equipment:** We need a ball valve packing kit and pressure relief valve kit for E52 as it is leaking water. It will cost about \$225 per Mike Flint. Ron will be going to a communications meeting on the 27<sup>th</sup> regarding the narrow band radio system slated for 2013 at the earliest. We have made out our radio inventory list and turned it in. We updated the number of radios the FCC had on file for us from 2 to 42.
  - **Other:** N/A

**Old Business:**

1. **Station 53 Well:** No action on this by Ron or Todd but keep on the agenda.
2. **High Speed Internet:** Carol said it is in and working well. We have not received a bill on it yet.
3. **Open Board Position:** The Spokane County Board appointed Marv Davis to fill the open position. Jim introduced Marv as the interim commissioner.

**New Business: There was no new business listed on the agenda; Marv and Todd had some items to add:**

1. **Requisition Form for all purchases:** Marv thinks everyone should fill out a requisition form for any and all purchases and have at least two commissioners approve it. This includes the petty cash for incidentals. Ron said he disagrees and thinks we are handling our finances well. Discussion followed regarding how two commissioners could approve the purchases via the phone. **Marvin made a motion to use a Purchase Order for any and all purchases where two commissioners must agree the purchase be made. Todd seconded and the motion carried.**

2. **Log Books:** Marv asked Ron if there was a problem carrying log books in the trucks. Do we fuel up after training? Ron said if they are below ¾ of a tank or below they do. Marv would like to see mileage regarding all truck usage whether it's for training or any use. Ron said he records all his actions with the trucks but has not recorded the mileage. Ron will get with Carol on getting his information gathered for the commissioners to review regarding his use of the trucks.
3. **Letters of Reference:** Todd said he has a problem with the letters of reference regarding the open board position. He said it bothered him that Jim signed his letter as Chairman of SCFD5. He is also bothered that he was not told about the M51 theft right away; he does know that the investigator assigned to that theft case had told Ron and Carol to not tell anyone. Todd went on to say that he thought Jim did not represent the district well as chairman. **Todd made a motion to remove Jim as Chairman, Marv seconded and the motion carried. Marv then made a motion that Todd be the Chairman; Todd seconded but was reminded by Jim that you cannot second yourself into a position. Jim seconded and the motion carried. Todd is the chairman of Spokane County Fire District 5.**

**Public Concerns:**

1. **Gary Pietz** wanted to know why public records were ordered from the Spokane County Commissioners office regarding the open position. Was that something that the board wanted or just Jim? Jim said that the Spokane County Board and this board should be on the same page with the same information; that it would be a good record for the fire district to have since it directly concerns this board. Gary also wanted to know where the action stood regarding the secretary's reference letter to the Spokane County Board. Carol stated that she documented all her actions regarding the open board position here from using her own personal vehicle, ink, paper and time; both Jim and Todd have a copy of that document and had not replied with any questions regarding it at the time. She further stated that she has every legal right to list her title under her name on a personal reference letter. Debi Davis told her that was not legal; Carol said yes it is. Debi wants the law that states that it is legal. Discussion followed regarding the interviews held at Station 51 for the open board position and the information contained in the reference letter. Gary and Marv wanted Carol to tell them who shared the information in the interviews with her. She said she did not have to say. Marv asked Carol if she is refusing to tell who shared that information; Carol said yes. Discussion followed.

There was no other business.

The next regular meeting will be September 28, 2009 at 7:00p.m.

The regular meeting adjourned at 8:10p.m.

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Spokane County Fire District5 Chairman

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Spokane County Fire District5 Commissioner

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Spokane County Fire District5 Commissioner

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*Attest:* Spokane County Fire District 5 District Administrator