

**SPOKANE COUNTY FIRE DISTRICT 5
SPECIAL MEETING MINUTES
March 5, 2013; 8:00a.m. District Office
17217 W. Four Mound Rd., Nine Mile Falls**

Members Present: Gary Pietz, Larry Wendlandt and Isla Durheim.

District Secretary: Carol Harrington

Time Meeting Began: 8:07a.m.

- **2013 BVFF payment - Approve March Special Expense Voucher: A/P #969 totaling \$780.00. Isla made a motion to approve; Larry seconded and the motion passed.**
- **Budget:** Discussion regarding what amount to transfer from the reserve fund to the general fund for the AFG: the sales tax or the 5%. Carol was directed to transfer the 5% amount. Discussion regarding the 2013 budget. Isla made a motion to accept the 2013 budget for \$100,300.00 with the breakdown as follows:
 - Capital Expense \$ 5,000 stayed the same.
 - Communications \$ 6,000 stayed the same.
 - General Services \$ 6,000 stayed the same.
 - Public Safety \$ 73,300 increased by \$800.
 - Transfer for Reserve \$ 10,000 stayed the same.Larry seconded the motion and it passed unanimously.
- **Policy/Procedures:** Reviewed policies and procedures; tabled several until they could talk to Bonnie. Bonnie arrived at 11:20a.m. Gary had to leave at 11:30a.m.
- **Volunteer Status:** Tabled.
- **Grant Truck Status:** Radio is in.
- **Executive Session:** For review of employee performance at request of the employee, Carol Harrington. Went into executive session at 9:35a.m. for 15 minutes; at 9:50a.m. extended for another 15 minutes; at 10:05 extended for another 15 minutes until 10:20a.m.

Regular Session reconvened at 10:20a.m. Discussion regarding policies and procedures continued. Carol will type up the changes on the policies they discussed and have a draft to them ASAP.

There was no other business.

The special meeting adjourned at 11:45a.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