

**SPOKANE COUNTY FIRE DISTRICT 5**  
**REGULAR MEETING MINUTES**  
**August 25, 2014; 7:00p.m. District Office**  
**17217 W. Four Mound Rd., Nine Mile Falls**

**Members Present:** Larry Wendlandt, Isla Durheim  
**District Secretary:** Susan Rae Absent  
**Guests:** Bill Lynch, Larry Durheim  
**Fire Chief:** Bonnie Cobb and Assistant Fire Chief Scott Lynch  
**Time Meeting Began:** 7:12 p.m.  
**Flag Salute:** n/a

**The minutes from the July 21, 2014 Regular Meeting were reviewed. Isla made a motion to approve as presented. Larry seconded and minutes were approved.**

**The treasury report was reviewed.** Larry read the report aloud.

**The August 2014 bills** were reviewed Accounts Payable: AP1169 through AP1182 totaling \$15,817.83 and Payroll: P00775 through P00775 totaling \$664.92. Current F12 balance is approximately \$100,394.10 and balance of F38 fund is \$36,591.19. Isla made a motion to accept the bills as reviewed, Larry seconded the motion and the expenses were approved as presented.

**Secretary's Concerns:**

- Computer hits to date on SCFD5.org is 1072.
- Newsletter: Bonnie writing an article.
- DNR Phase II Grant: Paperwork submission Sept 1 – Oct 31, 2014. Bonnie and Susan will be working on this project.

**Correspondence:** Larry read through the list and reported.

- Bonnie has the new vehicle insurance cards placed into the trucks.
- **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. Bonnie reported she talked to the BVFF Office again, and they gave us a corrected amount due of \$412.50 and an additional \$30 due for Branson J. Davis making the new total due \$442.50.
- **WFCA Conference** – October 23-25 in Spokane. SCFD5 will have 3 commissioners, 1 Fire Chief and 1 Administrator attend. Susan will send in registrations.
- **WA Fire Mechanics Conference:** No one will attend
- **Weed Notice:** Joshua Cobb has mowed the area at Coulee Hite and Wood and a bill has been submitted.
- **SCRAPS** – No one can attend
- **Memorandum of Understanding:** For Pagers has been signed by Chief Cobb and Susan returned the signed copy as requested.
- **Snure** – Legal Questions:

- a. **With regard to Chief Cobb relinquishing her volunteer stipend** it is decided to do the following: Chief Cobb simply agrees to work without any compensation and the District could then budget the savings as additional compensation for the volunteers. This would avoid any tax issues.
- b. **With regard to hiring a carpenter/fix it person** it is decided to do the following:  
**Bid Law.** If cost is under \$20,000 then the District could directly contract with a contractor without going through a small works roster or competitive bid process. **In summary,** while you are not required to hire using the small works roster you still need to hire a licensed contractor and comply with the basic public works requirements.
- c. **With regard to renting our Surplus Equipment:** Yes, you can legally rent out surplus equipment for temporary periods prior to selling. In order to do this you must comply with the following.  
 Adopt a Resolution declaring the equipment to be temporarily surplus to the needs of the District and authorizing the temporary rental of the equipment. Enter into rental agreement with the renter that protects the District's interests. Notify your insurance carrier of the arrangement to make sure your interests are properly insured. Bill Lynch will contact his Insurance Carrier for policy.

**Fire Chief's Report:** Chief Bonnie Cobb

1. **Volunteer Status:** One volunteer has asked to do the Extended EMT Course and that is approved.
2. **Station Status:** Joshua Cobb is going to mow the weeds at Coulee Hite and Wood Rd. He will bill the station. Bonnie and Scott are still working on the new locks for Station 51 and still checking on pricing information for a generator. Bonnie is going to check into the contracts on our copy machine and compare costs with another company.
3. **Trucks & Equipment:** Attack 52 needs its charger rechecked and the Command rig needs seals as it is using oil.
4. **Training Status:** Chief Cobb is keeping our crew close to home due to the fire danger and concentrating on in-house training.
5. **Other:** Chief Cobb would like to start a program like Newman Lake SCFD13 has where volunteers are added only to drive trucks and squirt water, not actually fight fires. These new recruits would still need training and meet requirements. Bonnie has checked with BVFF and will check with Enduris before proceeding.
- 6.

**OLD BUSINESS**

1. **12 Volt Charging Systems for Trucks:** Larry has completed fixing the 12V charging system
  2. **Entry Door Locks/Generator** – Covered in Chiefs report.
- **New Business:**
  - **1. EXECUTIVE SESSION for Commissioner Vacancy:** Entered into Executive Session at 7:55pm for 10 minutes under RCW42.30.110 (h) to evaluate the qualifications of the candidates interviewed. Reconvened at 8:05pm and Commissioner Wendlandt

announced that Dave Clouse will fill the board vacancy created by Gary Pietz' resignation and will be our new Commissioner if he accepts the appointment.

- **2. Weed Problem:** Discussed the weed eater purchase again and it was agreed to purchase a model that will cut the larger stemmed weeds....Stihls are good.
- **3. Costco Card:** Assistant Chief Scott Lynch has applied for an SCFD5 Costco card in his name and credit record. He has agreed that if he leaves SCFD5 he will cut the card up. Larry asked Scott to put that in a letter to have on file so any issues will be covered.
- **4. US Flags:** Chief Cobb stated that we need a new flag for Station 51 as the repaired one has suffered with the storms we have had this Summer. It was agreed to purchase 3 flags to have extras and Isla will repair them as needed.

**Public Comment Period:**

There was no other business.

The next regular meeting will be September 22, 2014 at 7:00p.m

The regular meeting adjourned at 8:17p.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