

**SPOKANE COUNTY FIRE DISTRICT 5**  
**REGULAR MEETING MINUTES**  
**February 11, 2025; 6:00p.m.**  
**District Office, 17217 W Four Mound Rd, Nine Mile Falls**

**Members Present:** Bonita Cobb, Isla Durheim

**District Secretary:** Bethany McCann

**Guests:** Gary Pietz

**Fire Chief:** Scott Lynch

**Time Meeting Began:** 6:00 pm

**Flag Salute:** Led by Bonita

**Approve January 2025, Regular Meeting Minutes.** A motion was made by Bonita and Seconded by Isla to approve January Minutes. It was approved unanimously.

**The Treasurer's report was reviewed by the Commissioners.**

The trial balances from Spokane County have not yet been posted, Bethany is going to complete an updated report after all the numbers are in. A motion to pay the expenses was made by Bonita and seconded by Isla and passed unanimously.

**Expenses presented for review.**

February 2025 Expenses reviewed	AP2814-2827	\$ 22,400.50
February 2025 Payroll reviewed	PR1808	\$ <u>1,413.86</u>
Total February 2025 Expenses		\$ 23,814.36

Commissioners signed the Certifications for Accounts Payable and Payroll Vouchers to be submitted to the Spokane County Treasurer.

**Secretary's Report:**

The newsletter is getting final articles done, Bethany will get a draft to commissioners to review within the week. The 2025 Budget and levy amount was presented to the board. The Estimated budget was talked about and Bethany is going to make a new copy for commissioners to have on file. FF Wohl's BVFF retire/rehire forms were signed by chairperson, Isla, and Fire Chief, Scott, to send into BVFF. Bethany is still working on getting the budgets from 2020-2022 turned into the auditor. Spokane County has updated the system that they use for finances. Last month's voucher came late due to miss communication with county and the trial balances are not up yet. There is two Snure Webinars taking place, May 25 and April 9. Bonita made a motion to have Bethany participate in both, Isla seconded. Motion passed Unanimously.

**Correspondence:**

None

**Fire Chief's Report:** Chief Scott Lynch

- 1) **Volunteer Status:** Two new volunteers have been hired. There is one volunteer who has asked for a leave of absence due to family. Two volunteers have resigned, one moved out of district and the other want's to spend more time with family.
- 2) **Station Status:** Scott purchased a toolbox to organize tools in station. The gas and diesel fuel gauges are going to need replaced in the near future, probably when it warms up.

- 3) **Truck/Equip Status:** B54 is back in service, had to use three credit cards to pay bill, will be on March statements.
- 4) **Training Status:** Safety Stand Down, Coulee Hite Grain Elevator tour, Cardiovascular Training
- 5) **Other:** The department is in need of new structure gear and air packs. Scott is going to look into replacement options and pricing.

#### **Committee Reports**

- **Isla Durheim:** None
- **Dave Alvarado:** None
- **Bonita Cobb:** None

#### **OLD BUSINESS:** None

**NEW BUSINESS:** Opened surplus bids, Lot one (1) was bought for 3,500. Lot two (2) bought for 3,800. Lot three (3) bought for 125. Lot four (4) had no bids. We had a total of 6 bids for all surplus equipment

#### **PUBLIC COMMENT:**

Gary was wondering if the Awards Policy was adopted before we approved the lifeflight membership? No, the policy was asked to be created because there is more than one award now to be given to the volunteers. Can the chiefs report be posted with the agendas. Scott will give report to Bethany to be posted with agenda. The website has miss leading information on when the vouchers where printed. Bethany pulled up the website and asked Gary to clarify and explained it is a date stamp from the time it was “printed” off the financial software.

The next regular meeting will be March 11, 2025 at 6:00 p.m.

With no further business a motion was made by Isla to adjourn the meeting at 7:29 p.m. It was seconded by Bonita and passed unanimously.

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Spokane County Fire District 5 Chairperson

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Spokane County Fire District 5 Commissioner

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Spokane County Fire District 5 Commissioner

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*Attest:* Spokane County Fire 5 District Secretary