

SPOKANE COUNTY FIRE DISTRICT 5
REGULAR MEETING MINUTES
May 13, 2025; 6:00p.m.
District Office, 17217 W Four Mound Rd, Nine Mile Falls

Members Present: Bonita Cobb, Isla Durheim, Dave Alvarado

District Secretary: Bethany McCann

Guests: Gary Pietz

Fire Chief: Scott Lynch

Time Meeting Began: 6:00 pm

Flag Salute: Led by Isla

Approve APRIL 2025, Regular Meeting Minutes. A motion was made by Isla and Seconded by Dave to approve April 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 and keep updating report after all the numbers are in. Spokane County had the new trial balances posted for March, Bethany asked if she could condense the report so it wouldn't be so many pages, The commissioners want everything for now to double check everything. A motion to pay the expenses was made by Bonita and seconded by Dave and passed unanimously. Dave wants to see the mechanic's invoice to have more detail on what he is performing in the future.

Expenses presented for review.

May 2025 Expenses reviewed	AP2848-2857	\$ 15,209.01
May 2025 Payroll reviewed	PR1829	\$ <u>1,685.20</u>
Total May 2025 Expenses		\$ 16,894.21

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

Secretary's Report:

Spokane County is still working on getting the trial balances to post on their website. Bethany will keep giving updated information to commissioners when it gets posted.

Correspondence:

There was a public records request for an accident that we responded to. Bethany sent the report through email.

Fire Chief's Report: Chief Scott Lynch

- 1) **Volunteer Status:** Two of the three new volunteers are cleared and on the department.
- 2) **Station Status:** Still waiting for equipment to dig the hole for the light pole.
- 3) **Truck/Equip Status:** The Military Truck has a fitting leaking and will be repaired before it's delivered back. Scott received a quote for wildland hose and supplies to outfit all the trucks uniformly, the quote was lower than General Fire. The used one inch fire hose was a significant price difference and decided to stay with the used hose. Bonita made a motion to get the wildland equipment that is in the quote. Isla seconded, motion passed unanimously.

- 4) **Training Status:** PPE/SCBA/Ladder quarterly, Burn tower with Lincoln County Fire at District 3, Wildland Practical's, Wildland Structure Triage, and Medical patient assessment.
- 5) **Other:** None

Committee Reports

- **Isla Durheim:** None
- **Dave Alvarado:** Is there a burn permit turn around? There wasn't anything in writing, the commissioners agree that three days from receiving it, either in the drop box or by mail, the permit should be completed and sent to the home owner. Did the projector and computers get looked at to work correctly? Bethany did some more updates on the main computer but the volunteers haven't used the projector lately to see if that has helped. Bethany is still working on getting Chief's laptop connected to the projector. Dave is going to shelve trying to use one of the reader boards for the community to post items, there is a lot of logistics to go through. Dave asked if anyone that is parking in our lot can have the fire department additionally insured so they can't come at us if something happens. Dave handed the Advanced Mechanical Systems service agreement to the commissioners, We changed some of the information, billing address and contact information, Bethany is going to send it to them with the updates. Asked if the Policy cover page was done, Bethany Printed and handed out to commissioners. Dave asked for a second time if we had any agreement in writing about having the US Forest Service Truck, Bonita said not at this time.
- **Bonita Cobb:** None

OLD BUSINESS: The Firewise event went good.

NEW BUSINESS: None

PUBLIC COMMENT: None

The next regular meeting will be June 10, 2025 at 6:00 p.m.

With no further business a motion was made by Bonita to adjourn the meeting at 7:07 p.m. It was seconded by Dave and passed unanimously.

Spokane County Fire District 5 Chairperson

Spokane County Fire District 5 Commissioner

Spokane County Fire District 5 Commissioner

Attest: Spokane County Fire 5 District Secretary