

SPOKANE COUNTY FIRE DISTRICT 5
REGULAR MEETING MINUTES
December 9, 2025; 6:00p.m.
District Office, 17217 W Four Mound Rd, Nine Mile Falls

Members Present: Bonita Cobb, Isla Durham, Dave Alvarado
District Secretary: Bethany McCann
Guests: Gary Pietz, Brian Scott, Larry Durham, Dustin Hofer, Clifford Gross
Fire Chief: Scott Lynch
Time Meeting Began: 6:00 pm
Flag Salute: Led by Brian

Approve NOVEMBER 2025, Regular Meeting Minutes. A motion was made by Bonita and Seconded by Dave to approve November Minutes. It was approved unanimously.

The Treasurer's report was reviewed by the Commissioners.

Bethany explained that the trial balance publication was not posted yet, will get a copy to everyone when it is. The beginning balance on the general ledger from the county was pointed out for clarification.

Expenses presented for review.

December 2025 Expenses reviewed	AP2924-2930	\$ 4,586.61
December 2025 Payroll reviewed	PR1877-1899	\$ <u>6,104.30</u>
Total December 2025 Expenses		\$ 10,690.91

Bonita made a motion to accept expenses, Dave seconded and passed unanimously. Commissioners signed the Certifications for Accounts Payable and Payroll Vouchers to be submitted to the Spokane County Treasurer.

Secretary's Report:

The weed and pest control quote that Dave received is higher than what we are currently paying, the district will stay with Senske. Bethany is working on the 1st quarter newsletter if anyone, including Brain as a new commissioner, would like to add anything. Bethany has all the cameras and they are charged she will work on getting them installed and hopefully up and running next week. The Auditor findings were given to the commissioners, we will review and discuss at end of meeting with the policies.

Correspondence:

None.

Fire Chief's Report: Chief Scott Lynch

- 1) **Volunteer Status:** Dustin is Assistant Chief, Clifford is ST 52 Captain, Leah is the EMS Coordinator and training, Joe is our Firefighter trainer, Anya is in charge of our medical supplies inventory
- 2) **Station Status:** Scott would like to renew the service contract for our Life Pack and 2 Lucas Machines. The price is \$16,620.00 for 5 years. Bonita made a motion to approve the service contract with Stryker, Dave seconded the motion. Dave wants to see if Anja can get the contract for 5 years. Make sure we have the money for the amount. Motion carried.

- 3) **Truck/Equip Status:** Scott would like to use the funds for surplus A51 to buy a pickup truck that would be better equipped for the Huttarians to use during the winter. The brush trucks wouldn't be able to have water on them and would be too light for driving around in the winter conditions. Scott will look at prices and get a list of "equipment" that he plans on having on the pickup.
- 4) **Training Status:** PPE/SCBA quarterlies, Hazmat/Decon- we just train on awareness of hazmat, the district would use the City of Spokane. Medical Operations
- 5) **Other:** None

Committee Reports

- **Isla Durham:** SCFCA meeting-DNR recap of fire season was good, they are trying to update their air support as they are getting older and they are a huge help during wildfires. Look into the WA Fire Commissioners Handbook and see if there is an updated one for 2025 or 2026.
- **Dave Alvarado:** The code for getting into the door is the same-he will be meeting Advanced Mechanical this Friday for the service.
- **Bonita Cobb:** When was the last time the volunteers received shirts or caps? Scott has Leah working on getting quotes for them as well as a patch.

OLD BUSINESS: The desktop computer is running slow again, Bethany will try another update to see if that helps. Scott will try his laptop next training also.

NEW BUSINESS: Bethany is going to look into getting new locks on the exterior doors.

PUBLIC COMMENT: Brian would like to be signed up for the March 14th fire commissioners meeting in Spokane. Dave was wondering if he could come just for the meals and to mingle.

REVIEW OF POLICIES: Commissioners signed policies 9-16, Commissioners went over policies 17-24, Bethany will make any updates or corrections and have them ready to sign next meeting. We went over the auditors report and came up with a response that they needed.

The next regular meeting will be January 13, 2026 at 6:00 p.m.

With no further business a motion was made by Bonita to adjourn the meeting at 8:16 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