

SPOKANE COUNTY FIRE DISTRICT 5
REGULAR MEETING MINUTES
January 13, 2026; 6:00p.m.
District Office, 17217 W Four Mound Rd, Nine Mile Falls

Members Present: Bonita Cobb, Brian Scott, Dave Alvarado

District Secretary: Bethany McCann

Guests: Gary Pietz, Dustin Hofer

Fire Chief: Scott Lynch

Time Meeting Began: 6:00 pm

Flag Salute: Led by Dustin

Dave made a motion to elect Bonita Cobb as the commissioner chair, Brian Seconded. Motion passed unanimously. Brian Made a motion to appoint Bethany as District Administrator, Dave seconded, Motion passed Unanimously.

Approve DECEMBER 2025, Regular Meeting Minutes. A motion was made by Dave and Seconded by Brian to approve December Minutes. There was some added wording that Dave wanted in, Bethany Changed before signing. It was approved unanimously.

The Treasurer's report was reviewed by the Commissioners.

Bethany gave a quick explanation for Brian being his first meeting. A motion was made by Brian to get the voucher for Stryker but don't pay the bill until we get clarification on what services and protocols there are if some of the equipment they service breaks, example do we lose that dollar amount, do the replace the equipment, or get reimbursed for not servicing it. Dave seconded. Motion Passed Unanimously.

Expenses presented for review.

January 2026 Expenses reviewed	AP2931-2941	\$ 67,149.44
January 2025 Payroll reviewed	PR1900	\$ <u>1,396.66</u>
Total January 2025 Expenses		\$ 68,546.10

Bonita made a motion to accept expenses, Brian 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 newsletter is almost done Bethany is planning on having a copy to commissioners by end of week with any changes or corrections back to her by end of next week. Gary suggested explaining what the requirements are for getting a burn permit, Bethany will add it to a newsletter. Bethany explained what open accounts we have and what the terms and conditions are for each. The commissioners all agreed that any smaller purchases should be used with a credit card and keep open accounts for bigger purchases, General Fire and Cascade Fire. Bethany is going to retype the credit card policy that was given as an example from the auditor and get to the commissioners by Friday for review. Dave was wondering why when adding each months grants from the treasures report didn't add up to the total on the estimated budget, Bethany will look into. Going forward Dave would like to have a running ledger and what has been spent on any given grant. Bethany is planning to be at the office Monday's or Tuesday's for about 2 hours

Correspondence:

None.

Fire Chief's Report: Chief Scott Lynch

- 1) **Volunteer Status:** None
- 2) **Station Status:** Bethany has two cameras up, one at the door and on the front bays. Planning on getting the other one up soon.
- 3) **Truck/Equip Status:** B54 is almost complete for repairs/ outfitting. Scott handed out a list of all trucks currently in the fleet with where they are located and what they are used for. He would like to get a second command rig that would be located at the south end of the district. Dave has been looking also and will forward on the information he has found. Brian made a motion to have Scott purchase a max total of \$40,000, this includes taxes, any shipping, ect, for the command rig with Bethany possibly getting a voucher from our F38 account before our next meeting. Bonita seconded and motion passed unanimously.
- 4) **Training Status:** Harassment/confined space, PPE/SCBA quarterlies, First aid and CPR-first half
- 5) **Other:** Scott handing out what his goals are for 2026, purchases he would like to work towards getting, he knows not all is going to happen this year. He also gave a 5 year goal list with updates to the stations. Dave Thanked Scott for meeting with him to go over information on the trucks, Dave would like to do it again in the near future.

Committee Reports

- **Brian Scott:** None
- **Dave Alvarado:** Grange would like to do a mailout going to District 5 residents at the cost of the grange. Asked if they could use our mailing list, Bethany suggested going through the elections office, that is where District 5's came from. In this mailer the grange would like to add support to the fire district and other community organizations. Bethany will work on getting information incorporated into the newsletter for this also.
- **Bonita Cobb:** SRECS and the City of Spokane have made an agreement on using the emergency communication system. There is still moving parts that need to be completed but the agreement is final.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

REVIEW OF POLICIES: Commissioners signed remaining policies. Bethany will make final copies for commissioners and make packets for the volunteers to also read and sign.

The next regular meeting will be February 10, 2026 at 6:00 p.m.

With no further business a motion was made by Bonita to adjourn the meeting at 8:06 p.m. It was seconded by Brian 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