

**SPOKANE COUNTY FIRE PROTECTION DISTRICT NO 8
Board of Fire Commissioners Regular Meeting**



MEETING MINUTES

July 11, 2023, 6:00 pm

CALL TO ORDER & INTRODUCTIONS

A regular meeting of the Board of Fire Commissioners was held at Station 82 and accessible on Zoom. Chair Lee Boling called the meeting to order at 6:00 pm. In Attendance: Commissioner Andy Rorie, Commissioner Greg Hesse, Commissioner Lee Boling, Fire Chief Lonnie Rash, Assistant Chief Chris Wyrobek, District Secretary Carol Trescott, and members of the District.

INTRODUCTIONS & PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

None

APPROVAL OF THE AGENDA

- Add: Operations Report, Lateral Firefighter Process

A motion was made by Commissioner Hesse and seconded by Commissioner Rorie: move to approve the Agenda as amended. The motion carried unanimously.

APPROVAL OF THE CONSENT AGENDA

The following warrants and electronic transfers were approved for payment:

- Warrant Numbers 114941 through 115014 totaling \$193,145.15
- Electronic Transfers 06/01/2023 – 06/30/2023 totaling \$501,583.52

A motion was made by Commissioner Hesse and seconded by Commissioner Rorie: move to approve the Consent Agenda as presented. The motion carried unanimously.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Cash Receipting Procedure: After review of the District's financial policy and procedures, staff determined the need to have a cash and check receipting procedure in place. Chief Rash said the draft procedure presented to the Board was reviewed by attorney Brian Snure. He asked the commissioners if they had any comment on the new procedure, or if they would direct the Fire Chief to post it for a 30-day comment period.

A motion was made by Commissioner Rorie and seconded by Commissioner Hesse: move to approve the Cash Receipting Procedure. The motion carried unanimously.

Chief Rash will distribute the Cash Receipting Procedure for a 30-day comment period.

B. Station 82 Water System Repair: Chief Rash stated there have been issues with the water system at Station 82 for a number of years. Alarms trigger when the irrigation system is used, and a lot of sediment has settled in the pipes and indoor fixtures. The well, the well system, and the irrigation system were examined. The assessment confirmed that the well and the current well pump appear to be in very good shape and the pump produces a good gallons per minute flow; however, one tank has failed and failure of the second tank appears to be imminent which is why there is additional sediment in the water. A solution is to install an inline filter to reduce the sediment coming in and increase the life of the pump as well as the hot water tanks. Hot water tanks and pipes at Station 82 were recently replaced because of sediment issues.

In addition, the Chief reported the current irrigation system is zoned with only two or three stations when it should be zoned with ten or twelve. The high water demand causes the alarm to go off as soon as the irrigation system is turned on.

The cost to replace two well tanks, associated electrical work, the inline filters and piping is quoted to be \$15,060.27. Chief Rash said the expenditure was unanticipated and may require a year-end budget adjustment. He requested that the Board authorize the Fire Chief to expend up to \$15,060.27 for water system repairs.

Commissioner Boling asked that the water at Station 82 be tested for bacteria and quality, and that it also be determined if a UV filter is necessary.

A motion was made by Commissioner Rorie and seconded by Commissioner Hesse: to authorize the Fire Chief to expend up to \$20,000 for Station 82's water system repairs. The motion carried unanimously.

EXECUTIVE REPORT: Chief Rash

A. Surplus Follow-up: Chief Wyrobek is working to secure a vendor or group who can facilitate the donation of specific surplus District equipment to fire service agencies outside of the US. The equipment can no longer be used within the US due to federal regulations.

B. Strategic Plan: In-person community and stakeholder meetings are scheduled for July 26th and July 27th. The response received from the community survey was good. Bridge Group would like to meet with the Board on August 24th or 25th. Chief Rash will follow up with the commissioners to confirm a date.

C. Human Resources Manager Interviews: Interviews for the new Human Resources Manager position were conducted earlier in the day. Chief Rash will be meeting with the finalists for in next part of the process.

D. Executive Assistant-Finance Recruitment: Applications are coming in for the Executive Assistant-Finance position. Interviews are tentatively scheduled for Tuesday, August 1st. Commissioner Rorie will be on the interview panel.

E. Ambulance Service Board: The current Ambulance Service Board (ASB) contract expires in June, 2024, and negotiations will soon begin. Spokane Valley Fire (SVFD) has verbally indicated that they do not plan to be a part of the ASB in the future. The ASB is working collectively to see what that impact may be to the other participating agencies and their citizens. SVFD is the current contract administrator; the ASB is looking at an Interlocal, and possibly a position within SREC for that work.

OPERATIONS REPORT: Chief WYROBEK

A. Lateral Firefighter Process: The District received 13 applications in response to the lateral firefighter posting. Seven EMTs and three are paramedics are moving forward in the process. Chief WYROBEK thanked Chief CRESS for his efforts in recruitment. Panel interviews will be held on July 27th.

CORRESPONDENCE

Attached

ANNOUNCEMENTS

A. The State of Spokane Valley Mayoral Address is July 26, 2023, 11:30 am, at Center Place.

B. Recruit Academy Graduation 22-1 is Thursday, July 13, 2023, 2:30 pm at Mead High School

C. Spokane County Fire Commissioners Association meeting is Thursday, July 13, 7:00 pm, at Fire District 13

D. Commissioner BOLING reported that WFCOA medical insurance premiums increased 6% and dental insurance increased 2%. The WFCOA Healthcare Board voted to accept the increases and return to First Choice Health Network. New ID cards will be sent to participants. Kaiser of Oregon increased 18.4%; approximately 50 people are currently covered under that plan. Commissioner BOLING said the WFCOA Board also had discussions on the TIF tax.

EXECUTIVE SESSION

None

FUTURE AGENDA ITEMS

A. The District's three new members will be sworn in during the August Board of Fire Commissioners meeting.

ADJOURNMENT

At 6:22 pm Commissioner BOLING adjourned the regular meeting.

Lee C. Boling, Chair
Fire District 8 Commissioner

ATTEST:

Carol L. Trescott, District Secretary