

Spokane County Fire District No. 12

MEETING MINUTES

Thursday, November 16, 2023 - 7:00 p.m. –Waverly Community Center

- I. **CALL TO ORDER:** Commissioner Jim Carlson called the meeting to order at 7:10 p.m. Commissioners present were Jim Carlson, Dave Krell and Don Evans. Also present was Teresa Galvin, Secretary and Josh Evans, Fire Chief. Debbie Roberts, EMS Chief, was not present.
- II. **APPROVAL OF PREVIOUS MEETING MINUTES:** Don Evans made a motion to accept the October meeting minutes as presented. Jim Carlson seconded the motion. Motion passed.
- III. **PRESENTATION OF PETITIONS, APPLICATIONS, APPEALS, COMMUNICATIONS, ETC:** The Secretary presented a letter from Washington Fire Commissioners Association with a new rate for commissioner pay beginning January 2024. It will now be \$157.00 per meeting. In addition, she presented an email received from Tekoa ambulance that they will no longer be responding to calls in Latah due to staffing issues.
- IV. **COMMENTS FROM AUDIENCE:** None.
- V. **REPORTS FROM STAFF:** Josh reported that there were approximately 29 calls for the month of October. Several to repeat calls addresses on Mill Street in Latah and Hilltop in Fairfield. He also reported that he purchased 7 Used MSA Cylinders for \$50.00 to use in training.

Discussion was had about the Community Center's 2024 Budget as presented to the Co-Op during the November 7th meeting. They felt the numbers presented were not correct. The Clerk of Latah was supposed to re-work the numbers and provide them. The Commissioners requested the Secretary talk to the Clerk of Latah and see if they could work together to fix the budget figures.

- VI. **OLD BUSINESS:**
 - A. **NEW BUILDING UPDATE:** Commissioner Evans discussed the possibility of using grant writers to help find/write grants for a new building in Waverly.
- VII. **NEW BUSINESS:**
 - A. **REVIEW OF 2024 LEVY DOCUMENTS:** The commissioners reviewed the 2024 Levy documents prepared by the Secretary.
 - B. **OPEN PUBLIC MEETING RE 2024 LEVY:** At 7:26 Commissioner Carlson opened the Public Meeting to comment. There was no public comment/discussion. Commissioner Carlson closed the Public Meeting at 7:29 p.m.

- C. RESOLUTION 23-01 FIRE TAX LEVY:** Don Evans made a motion accept Resolution 23-01 Fire Tax Levy as presented. Dave Krell seconded the motion; all commissioners voted yes. Motion passed.
- D. RESOLUTION 23-02 EMS TAX LEVY:** Don Evans made a motion accept Resolution 23-02 EMS Tax Levy as presented. Dave Krell seconded the motion; all commissioners voted yes. Motion passed.
- E. REVIEW OF 2024 PRELIMINARY BUDGET:** The commissioners reviewed the 2024 Preliminary Budget as prepared by the Secretary.
- F. OPEN PUBLIC MEETING RE 2024 PRELIMINARY BUDGET:** At 7:42 Commissioner Carlson opened the Public Meeting to comment. There was no public comment/discussion. Commissioner Carlson closed the Public Meeting at 7:43 p.m.

Commissioner Carlson made a motion to accept the preliminary budget as presented. Don Evans seconded the motion. All commissioners voted yes. Motion passed.
- G. VOLUNTEER PAY FOR COMMISSIONERS:** Discussion was had regarding volunteer pay for a commissioner that goes out on EMS/Fire calls. Nothing was decided as the Commissioner that goes out on calls does not want to be paid for the service.
- H. POLICY FOR EMPLOYEE/VOLUNTEER RECOGNITION:** Review of the policy regarding Employee and/or Volunteer Recognition was reviewed by the Commissioners. Don Evans made a motion to accept the policy as written. Jim Carlson seconded the motion. All commissioners voted yes. Motion passed.

VIII. PRESENTATION OF VOUCHERS, WARRANTS, FINANCIAL STATEMENTS AND REPORTS:

October Claims – 22960-22968 – \$9,826.87
 October Payroll – 22970-22994 – \$9,555.00

Dave Krell made a motion to pay claim vouchers, payroll vouchers and EFTs as listed above in the amount of \$19,381.87. Don Evans seconded the motion; all commissioners voted yes. Motion passed.

(Warrant number 22969 was not issued by the accounting program.)

IX. COMMENTS FROM AUDIENCE: None.

X. ADJOURNMENT: Jim Carlson made a motion to adjourn the meeting at 8:46 p.m. Dave Krell seconded the motion. Motion passed. Meeting adjourned at 8:46 p.m.

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DATED: December 14, 2023.

APPROVED:



Jim Carlson - Commissioner



Dave Krell - Commissioner



Don Evans - Commissioner

ATTEST:



Teresa Galvin - Secretary