

**Board of Fire Commissioners
Spokane County Fire Protection District 10
929 South Garfield Road
Airway Heights WA 99004
BOARD MEETING MINUTES**

May 7, 2013

6:00 pm.

Chairman McKelvey called the meeting to order at 6:00 pm

Present

Commissioners Jim McKelvey, Jerry McCoury, Ken Pegg; Administrative Director Peggy Callahan and Chief Scharff.

Approval of the Minutes

Minutes of April 2, 2013, April 9, 2013 and April 20, 2013 approved as mailed.

Chief's Report

Chief Scharff reported the department is still working on an agreement with BLM for fire mobilization reimbursement. He reports that there are several other departments working with BLM to craft an agreement. He hopes to have more at the next meeting.

New radios from the county will be arriving soon. These are paid by the county. It will require that we upgrade our pagers. The upgrade cost will be covered by the county.

Old Business

1. Update on Deputy Chief Position – Deputy Chief Sandoval will start work on May 9, 2013.
2. Update on Safety/Maintenance Lt Position – We have three (3) candidates who successfully passed a written exam and will be moving on to the assessment center. The assessment center will be held on Friday, May 9th at Station 1.
3. Vehicle Purchase (two) – Chief Scharff presented pricing information for the purchase of two new vehicles; one for the new deputy chief and one to replace vehicle #129. Chief Scharff contacted the state purchasing department to get bid prices. The state has stopped taking orders for 2013 vehicles and will begin taking order for 2014 vehicles in June, with a late fall delivery date. Chief Scharff contact three vendors on our vendor list asking for quotes. He received quotes from Appleway Chevrolet, Dave Smith Motors and Camp Chevrolet. Appleway Chevrolet was the low bid. Discussion followed.

Motion made by Commissioner McCoury to purchase, using the vendor list, a 2013 Crew Cab 3/4T 4X4 vehicle from Appleway Chevrolet for \$30,355.80 plus tax. Seconded by Commission Pegg. So moved.

Motion made by Commissioner Pegg to purchase, using the vendor list, a 2013 1T 4X4 vehicle from Appleway Chevrolet for \$36,453.02 plus tax, plus modifications, if necessary. Seconded by Commissioner McCoury. So moved.

New Business

1. Resolution #13-03 establishing a capitalization threshold. Motion made by Commissioner McCoury to accept resolution 13-03. Seconded by Commissioner Pegg. So moved.
2. Resolution #13-04 (rescinding Resolution 94-04) establishing Petty Cash Fund. Motion made by Commissioner McCoury to accept resolution 13-03. Seconded by Commissioner Pegg. So moved.
3. Resolution #13-05 closing Construction F027 and transferring funds to general fund. Motion made by Commissioner McCoury to accept resolution 13-03. Seconded by Commissioner Pegg. So moved.
4. Job Descriptions:
Deputy Chief Safety Logistics – Chief Scharff presented amended job description. Discussion followed. Motion made by Commissioner Pegg to approve job description for Deputy Chief Safety Logistics as amended. Seconded by Commissioner McCoury. So moved.
Deputy Chief Operations – Chief Scharff presented amended job description. Discussion followed. Vote tabled until next meeting.
Battalion Chief Volunteers – Chief Scharff presented a new job description for Battalion Chief. Discussion followed. Vote tabled until next meeting.

Public Comment:

Fire Fighter Pfeiffer commented on chain of command in regards to Battalion Chief supervision.

Adjournment:

The next regular meeting will be June 4, 2013 at 6:00 pm at Station 10-1.

There being no further business to come before the Commission the meeting was adjourned at 7:50pm.


Jim McKelvey, Chairman
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