

NEWMAN LAKE FIRE & RESCUE
Spokane County Fire District No. 13
Minutes for November 18, 2020
BOARD OF FIRE COMMISSIONER MEETING

CALL TO ORDER

The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 met on November 18, 2020 at 1:00 p.m. at Station No. 1, 9324 N Starr Rd., Newman Lake, Washington.

ROLL CALL

Board: Commissioner Teresa Phelps. Commissioner Eileen Weyrauch and Chair Kathy Small participated remotely via GoToMeeting number 312-558-269.

Others Present: Secretary Robin Harbin; Deputy Chief Kim Stanley. Chief Stan Cooke participated remotely via GoToMeeting.

CONSENT AGENDA

The consent agenda consisted of October 21, 2020 and November 10, 2020 minutes; Financial Reports and Approval of Warrants #10120 - 10161 in the amount of \$40,327.40; Payroll Taxes in the amount of \$7,155.15 and DRS Pension in the amount of \$1,417.40. Commissioner Weyrauch moved to accept the consent agenda; Commissioner Phelps seconded. Chair Kathy Small called for the vote, which passed unanimously.

AUXILIARY REPORT

The Auxiliary Report was given by Stan Cooke. The current Auxiliary Treasury Balance is \$3,300.00 with an additional \$180.00 to be coming in. They have gained two new members. The Auxiliary approved the purchase of two outdoor Christmas light displays to be placed in front of Station 1 for the community to enjoy. Commissioner Weyrauch asked if entrance signs to the District might be purchased with Auxiliary funds. Chair Small stated that public funds should be used for signs as they are operational to the District. Chief Stan agreed the signs enhance delivery of service and are operational.

CORRESPONDENCE

Chief Stan addressed correspondence concerning the District's Covid-19 safeguards. He covered the CDC guidelines and WA State mandates which are being followed by the District. Stan also stated additional measures taken, which include separation of Resident living quarters from the rest of the Station. Residents will enter/exit through the kitchen; personnel and volunteers on duty will enter through the training room and use the refrigerator, sink and microwave in the training room rather than the kitchen. Robin Harbin reviewed correspondence from MultiCare, stating Covid-19 testing is not covered under our contract. Robin contacted Concentra as an alternative and confirmed they will provide Covid-19 testing under our account. Robin also presented an email from J.J. Hernandez with Spokane County requesting a resolution to reopen Fund 65. The County would like to reopen Fund 65 to use for the Local Direct Investment loan which will help fund the planned storage facility and burn building.

UNFINISHED BUSINESS

Pay Scale: A pay increase for the administrative assistant was previously discussed and approved by the Chief and the Commissioners. Signatures are required on the pay scale document.

Storage Facility/Burn Building: Belsby is waiting for the County to complete their review and sign off on plan compliance within a 500-year-old flood plain. Once a topographical survey is completed, we can

go to bid for excavating companies to complete land prep. Later, we will go out to bid for construction of the storage facility and finally, the burn building.

Resolution 2020-9, Spokane County LDI Loan Application: Robin Harbin presented the resolution which approves the District’s application for a \$300,000 loan from the County and authorizes Chief Stan Cooke to complete and sign County loan application documents. Commissioner Weyrauch motioned to approve Resolution 2020-9; Commissioner Phelps seconded; Chair Kathy Small called for the vote which passed unanimously.

NEW BUSINESS

Resolution 2020-10, to Reopen Fund 65 for LDI Loan: Secretary Robin Harbin reviewed Resolution 2020-10 which complies with the County’s request to Reopen Fund 65 for use with the \$300,000 Local Direct Investment loan. This fund had been used when constructing the new station and was closed once construction was completed. Commissioner Weyrauch motioned to approve Resolution 2020-10; Commissioner Phelps seconded; Chair Kathy Small called for the vote which passed unanimously.

Executive Session: 1:20-1:30 p.m.

EMS Cares Act: Chief Stan received a call from Kari Grytdal, a Spokane County Grants Administrator regarding application deadlines for funds available through the EMS Cares Act. Stan reviewed an example of funds requested by District 8 for EMS PPE equipment and supplies. Stan will pursue funding through the EMS Cares Act for similar equipment and supplies which help safeguard against exposure to Covid-19.

PUBLIC COMMENTS - None

GOOD OF THE ORDER

Eileen Weyrauch discussed the fact that internet communications with Commissioner Phelps frequently fail due to poor internet service. All agreed it is important to ask Michael, the District’s IT professional, to assess and improve, if possible, Theresa Phelps’ internet service to avoid disruptions in conducting District business.

ADJOURNMENT

As there was no other business, the meeting was adjourned at 1:33 p.m.



Kathy Small, Chairperson

12/16/2020
Date


District Secretary

12/16/2020
Date