

NEWMAN LAKE FIRE & RESCUE
Spokane County Fire District No. 13
Minutes for June 16, 2021
BOARD OF FIRE COMMISSIONER MEETING

CALL TO ORDER

The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 met on June 16, 2021, at 1:12 p.m. at Station No. 1, 9324 N Starr Rd., Newman Lake, Washington.

ROLL CALL

Board: Commissioners Eileen Weyrauch and Teresa Phelps; Ben Kaiser participated via GoToMeeting
Others Present: Chief Stan Cooke, D.C. Kim Stanley, Secretary Robin Harbin, and Auxiliary Rep. Faye LeGrand

CONSENT AGENDA

The consent agenda consisted of the 2021 minutes for May 19, 2021, Financial Reports, and Approval of Warrants #10438 - #10480 in the amount of \$39,644.80; Payroll Taxes in the amount of \$5,320.40, and DRS Pension in the amount of \$1,502.26. Commissioner Phelps moved to accept the consent agenda; Chair Weyrauch seconded; Chair Weyrauch called for the vote, which passed unanimously.

AUXILIARY REPORT

The fire auxiliary report was given by Faye LeGrand. The current auxiliary treasury balance is \$2,473.41, the same as last month. They will be finalizing the details of the t-shirt sales by tomorrow. The end date will be moved to approximately July 15. Christmas ornaments will be added to the items offered this year. The auxiliary is also holding an online raffle for two kid-sized kayaks.

CORRESPONDENCE

Robin informed the board of the Data Sharing Agreement received from the State Auditors Office which authorizes the SAO to access and review district records for the next three years.

UNFINISHED BUSINESS

Lexipol Update: Chief Stan presented new Standard Operating Procedures for Board approval. The SOPs have been vetted by Lexipol and modified only to be specific to our department. They include federal and state requirements as well as best practices. Commissioner Phelps motioned to approve SOPs #306, 310, 313, 316, 323, 326, 327, and 400-403; Chair Weyrauch seconded; Chair Weyrauch called for the vote which passed unanimously.

FMAG FEMA Grant Update: After review of Covid-19 related expenditures not covered by the CARES Act Grant, it was concluded that the amount does not substantiate applying for this public assistance grant.

Construction Projects Update: The burn building project has been delayed by permitting and engineering. The finalization date has been moved to August. August will be the start date of the storage building project which will be coordinated with the construction of the rehab pavilion and the EVIP training course project.

Apparatus Update: D.C. Kim Stanley reported the two squads are in the process of having lights and sirens installed. Installation of canopies and slide-outs will be completed next. Once graphics have been applied, the squads will be ready for service. Squad 13-1 may be ready early next month. Kim also

covered the details of recent apparatus break downs: 1) A clamp blew off the air tank on Tender 13-3; The starter went out and battery needed replaced on Command 13-1; Engine 13-1 had a wiring issue with a bad ground and needed a new battery; a clapper valve issue on Brush 13-1 left it unable to pump water. The pumps and foam systems on the brush trucks are obsolete and cannot be replaced. However, the trucks themselves are mechanically sound. Kim is getting quotes from General Fire to modify the brush trucks to flat beds which would be equipped with pumps and larger capacity water tanks. This would enable us to get another 10-20 years of use out of the brush trucks.

NEW BUSINESS

New Impound Contract with Divine's Towing: Robin reported we have used Divine's Towing for our large apparatus as Divine's has the tow trucks capable of handling larger vehicles. She suggested we have Divine's handle our impound towing as well. Therefore, Robin asked the board for approval to cancel the impound contract with Anytime Towing and to approve an impound contract with Divine's.

Commissioner Phelps motioned to cancel the impound contract with Anytime Towing and to approve an impound contract with Divine's Towing; Chair Weyrauch seconded; Chair Weyrauch called for the vote which passed unanimously.

Air Conditioning Issue: The air conditioning is again not working on the resident's side of the building. Pro Mechanical found the leak within the main outdoor unit. Unfortunately, the parts needed are obsolete. The estimate to replace the VRF system (coil) is \$2,575 plus tax. It would cost roughly \$10,000 to \$11,000 to replace the entire condensing unit. Although it would be preferable to replace the entire condensing unit, the decision depends on how quickly each can be completed. Chair Weyrauch motioned to have Stan and Robin work together to make the best decision and to draw funds from emergency reserves to cover the expense; Commissioner Phelps seconded; Chair Weyrauch called for the vote which passed unanimously.

New Staffing for NLFR:

- 1) Chief Stan reviewed the 2021 Operations Wages budget for Volunteers. With six months remaining, we have spent approximately \$30,000, leaving roughly \$48,000 in the budget for volunteer wages for the second half of the year. Our objective is to have three volunteer firefighters on duty every weekend. This would enable running through drills; checking hydrants and addressing; and provide adequate coverage to respond on calls. We have brought on two new volunteers. Braden McKinley, our newest resident, completed the fire science course through Spokane Valley Fire; graduated from a 2-year leadership college; and is set to register for the national EMT test. Nathan Mercer will also be taking the national EMT test soon. He is training to be an interior firefighter and is interested in becoming a resident after November. Maddie Honegger will be giving up her residency this next month but will continue to volunteer. Once the storage building is completed, we will set up a workout area in the building and convert the resident workout room into a 5th bedroom, enabling us to have five resident volunteers. We had to let Michaiiah Mitchell go. Shaun, an INHS instructor, has expressed an interest in doing a few volunteer shifts with us. The projected budget increase to cover additional weekend shifts, training, and weekday shifts will increase the volunteer budget by \$24,700. The total increase for the last six months of 2021, including \$3000 hiring costs, will be \$15,400.
- 2) Chair Weyrauch expressed concern about the extensive hours put in by the Captain of Training last month and asked if the stipend was adequate. Chief Stan replied the average monthly hours balances out to approximately 20 hours, which is the minimum required.


PUBLIC COMMENTS - None

GOOD OF THE ORDER

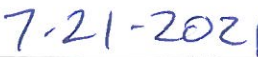
- 1) Chief Stan announced we will have a barbecue sometime in August or September; an open house will be scheduled on or near Saturday, October 16; and a dinner with recognition presentations will be scheduled in December. Tom Stebbins will coordinate with various local organizations who would like to participate in the October open house.
- 2) Robin asked if commissioners will be attending the WFCFA annual conference in Tulalip, Washington, October 20-23. She will make room reservations for all three commissioners as well as Chief Stan. Since commissioners will be traveling to the conference on the third Wednesday of October, Commissioner Phelps motioned to move the October commissioners meeting to Wednesday, October 27; Commissioner Kaiser seconded; Chair Weyrauch called for the vote with passed unanimously.

ADJOURNMENT


As there was no other business, the meeting was adjourned at 2:09 p.m.




Eileen Weyrauch, Chairperson



Date



Robin Harbin
District Secretary



Date

