

**NEWMAN LAKE FIRE & RESCUE**  
**Spokane County Fire District No. 13**  
Minutes for June 15, 2023  
**BOARD OF FIRE COMMISSIONER MEETING**

**CALL TO ORDER**

The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 met on June 15, 2023, at 4:00 p.m. at Station No. 1, 9324 N Starr Rd., Newman Lake, Washington.

**ROLL CALL**

Board: Chair Ben Kaiser, Commissioner Eileen Weyrauch, and Commissioner Teresa Phelps  
Others Present: Chief Daron Bement, Captain Josh Ambach, Robin Harbin, and Faye Le Grand

**CONSENT AGENDA**

The consent agenda consisted of the meeting minutes for May 3, 2023, and May 18, 2023; Financial Reports; and Approval of Warrants #11589 - #11631 in the amount of \$76,249.11, Payroll Taxes in the amount of \$7,671.77 and DRS Pension in the amount of \$1,399.18. Commissioner Weyrauch moved to accept the consent agenda; Commissioner Phelps seconded; Chair Kaiser called for the vote, which passed unanimously.

**AUXILIARY REPORT**

Faye Le Grand reported the current Fire Auxiliary fund balance is \$3,864.16. This balance does not yet reflect recent food purchases for training nights or the T-Shirt and Hot Dog sale expenses. The Hot Dog and T-Shirt Sale will be held on a Sunday this year since July 4<sup>th</sup> falls on a Tuesday and Saturday will be a travel day for most. Faye does not yet know if the usual raffle will take place this year. The Auxiliary has not yet made plans to support the levy lid lift. Information regarding department needs will be available at the station on July 2<sup>nd</sup>. No meeting is planned prior to the Hot Dog and T-Shirt Sale on July 2<sup>nd</sup>. The next Auxiliary meeting will be in August. Chief Bement plans to attend.

**CORRESPONDENCE**

Jack and Vicki Carney have again donated \$300 to the department this year, accompanied by a very nice letter of appreciation for our emergency response services.

**UNFINISHED BUSINESS**

**Open House Review:**

The June 10<sup>th</sup> Open House was very well planned and organized with great participation from the staff and volunteers. New Chief Daron Bement enjoyed meeting community members. His wife, Ashley and son, Devlyn, also attended and enjoyed interacting with the community. There was lower attendance this year due to the Open House being held on graduation weekend. All who were able to view the auto extrication demonstration thoroughly enjoyed it and commented on the great announcing done by Lieutenant Jay Indelicato.

**Recruit Academy Recap:**

Captain Josh Ambach reported that the final Spring 2023 Recruit Academy class was held Wednesday, June 7. The Academy was reviewed, and information was gathered to help plan the next Recruit Academy, which may be scheduled early this fall.

**HVAC and Roof Replacement Update:**

Robin gave an update on the HVAC replacement project on the resident side of Station 1. Larry Andrews of Andrews Mechanical is providing progress reports but must wait for answers from the manufacturer, LG, regarding flushing and filling the lines before proceeding. The ongoing HVAC issues were discussed. Enduris will be contacted.

Jed Akers of Precision Maintenance has begun the roof replacement of Station 1, the Annex, and the Pavilion. He estimates his crew will complete all the roofing by June 21. Robin will notify Enduris and provide any requested documentation to get the additional agreed upon payout for full roof replacement of the main building's roof.

**Swales Update:**

Josh will be picking up the landscape fabric the week of June 19. CAD will be bringing out eleven yards of rock to shoot into the swales after the fabric has been placed. The rock is estimated at approximately \$600.00.

**Senior Advisor Contract:**

After editing item number 11 of the contract to be worded more clearly, Commissioner Weyrauch motioned to approve Stan Cooke's Senior Advisor Contract, effective June 1, 2023 through December 31, 2023; Commissioner Phelps seconded; Chair Kaiser called for the vote, which passed unanimously.

**Levy Lid Lift:**

Chief Bement reported that Spokane Valley Fire Department Chiefs and members of their PR team came out to visit yesterday, June 14. They brought information and materials to help educate the public about levy lid lifts.

**NEW BUSINESS****Smoke Signals Newsletter:**

The summer edition of the Smoke Signals Newsletter has gone to the printer. It is scheduled to be mailed out the week of June 26. It will incorporate a QR code on the front page to provide additional information about the levy lid lift. The QR code is dynamic so it can take users to different sites in the future, such as a recruiting information page.

**Comp Time Amendment for Captain Josh Ambach:**

After Captain Josh Ambach gave his consent and agreement, Commissioner Weyrauch motioned to reopen Captain Josh Ambach's contract; Commissioner Phelps seconded; Chair Kaiser called for the vote, which passed unanimously. In order to enable sufficient comp time accrual to allow Josh Ambach to go on wildland fire mobs, hours worked in excess of 175 hours per pay period will accrue as comp time; hours worked in excess of 212 hours per pay period will not accrue as comp time but will be paid out at the current overtime rate. Commissioner Weyrauch motioned to approve this change in Captain Josh Ambach's contract; Commissioner Phelps seconded; Chair Kaiser obtained Josh Ambach's approval for the change and called for the vote, which passed unanimously.

**PUBLIC COMMENTS - None**

**GOOD OF THE ORDER**

**Chief Daron Bement Vacation Hours:**

Commissioners clarified Chief Bement’s vacation hours for the remainder of 2023 to be prorated at seven months for a total of 46 vacation hours for 2023.

**SCFCA Meeting in July:**

Robin has not heard back from numerous phone calls and emails to Nicole Castilliano regarding the SCFCA dinner/meeting we are hosting this next month. She will call SVFD to attempt to get a date and approximate count for the meeting and will relay that information to Bob McCauley.

**LED Sign:**

A new LED sign needs to be purchased. Chief Daron Bement and Captain Josh Ambach will supervise the purchase and installation of the new sign.

**Front planters/flowers:**

The Fire Auxiliary will replace the two broken barrel planters out front and will purchase and plant flowers in all the front planters as long as they are consistently watered.

**ADJOURNMENT**

As there was no other business, the meeting was adjourned at 5:15 p.m.



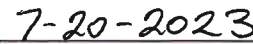
Ben Kaiser, Chairperson



Date



Robin Harbin, District Secretary



Date

