

**NEWMAN LAKE FIRE & RESCUE**  
**Spokane County Fire District No. 13**  
**Minutes for August 19, 2020**  
**BOARD OF FIRE COMMISSIONER MEETING**

**CALL TO ORDER**

The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 met on August 19, 2020 at 1:00 PM at Station No. 1, 9324 N Starr Rd., Newman Lake, Washington.

**ROLL CALL**

Board: Chair Kathy Small, Commissioner Eileen Weyrauch and Commissioner Teresa Phelps.  
Others Present: Chief Stan Cooke, Deputy Chief Kim Stanley, Kelli Lemley, Faye LeGrand, Secretary Robin Harbin, Toni Halloran, and Realtor Nicole Malubay.

**CONSENT AGENDA**

The consent agenda consisted of May 26, July 15, and August 6, 2020 minutes; Financial Reports and Approval of Warrants #9991 - 10023 in the amount of \$66,950.92; Warrant #9990 in the amount of \$517.16; Payroll Taxes in the amount of \$4,346.47 and DRS Pension in the amount of \$861.24. Commissioner Weyrauch moved to accept the Consent Agenda, Commissioner Phelps seconded. Chair Small called for the vote which passed unanimously.

**SALE OF OLD STATION**

An offer of \$230,000 has been made on the Old Station. The buyer is local in Spokane County and wants the drill tower as well. Discussion regarding making a counteroffer included the following points: 1) There are currently more buyers than properties available in this price range. 2) The property has a view of the lake. 3) Zones commercial and residential, a duplex could be built on the property. 4) After school starts, there is typically a market gap for a few months. 5) It is desirable to sell before next spring to free up funds for a new training center. Commissioner Weyrauch motioned to make a counteroffer of \$280,000; Commissioner Phelps seconded; the motion passed unanimously.

**AUXILIARY REPORT**

Faye LeGrand reported the current Auxiliary Treasury Balance of \$3,054.83. Auxiliary is planning an online T-Shirt sale. Kelly Gufford was given credit for doing much of the legwork to set up the online sale with Minuteman Press, a local business owned by Newman Lake residents. T-shirts have a fishing theme this year. Sales will include hoodies, hats, mugs and possibly masks. Deb Davis will be adding a link on the website for sales. Buyers will have the option to pay shipping to have delivered or pick up from Minuteman Press. Minuteman Press may also set up a booth at the grange for product pick up. Sales are planned for a 3-week period and should start August 26. Flyers will go out and the banner put up, but word of mouth advertising is also requested. Commissioner Phelps offered to display sample products in Otis Hardware.

**CORRESPONDENCE - None**

## UNFINISHED BUSINESS

**Staffing Update:** Safer Grant/Contract - With help from Toni Halloran, Chief Stan has completed and submitted the SAFER Grant worksheet to the grant writer. Stan has also finished writing the job description for the Volunteer Coordinator and the 'Recruitment, Retention, Incentive Program' description.

**Ambulance Contract:** There are still some political things going on, so they are still working on an ambulance contract.

**Apparatus Plan – Jeep Follow-up:** The Jeep Cherokee had not been serviced for a while. Rather than a transmission problem, it had an issue with the rear axle. It will cost approx. \$1000 to repair the Jeep which should work fine for the Volunteer Coordinator to use for a few years. Later, if needed, a new vehicle can be written into the SAFER Grant.

**2020 Salary Schedule Adjustment:** Michael's monthly payment for IT services is being increased from \$250 to \$300. The Vehicle Maintenance Stipend is also being increased from \$200 to \$300 per month. The possibility of increasing Michael's pay to more than \$300 was discussed. It was concluded to start with \$300 and revisit the topic in a few months.

## NEW BUSINESS

**New Recruit Introduction:** Michaiiah Mitchell is our newest recruit. She is covering the Thursday firefighter shift, noon to 6:00 p.m. Michaiiah graduated from SCC Fire Science program; has completed EMT classes; and will be EMT certified as soon as she is able to take the national exam.

**Recruit Training Program:** Our 6-Week Recruit Training Program begins September 10 and finishes October 17. The trainings will take place on Thursday evenings and Saturdays and will include two live fires October 3 and 17. Three outside instructors will be providing instruction along with Chief Stan and Deputy Chief Kim. The training program is focused on new recruits; however, all volunteers will be able to sign up to participate. The trainings are designed and scheduled for optimal didactic learning and participation with minimal costs. For example, one of the trainings will count for the quarterly OTEP requirement for EMS.

**Training Center Proposal:** Cost estimates for the New Training Center total an estimated \$620,000 which includes: Site Prep @ \$150,000; Belsby Engineering work @ \$50,000; the Training/Storage Building @ \$220,000; and a "3 Box" Conex Container Burn Building @\$200,000. The following proposal was presented to cover costs: \$225,000 from New Construction Budget; \$200,000 from the sale of Old Station 1; and \$195,000 from the \$580,000 currently in the New Apparatus Budget. Drawing from the Apparatus Budget is justified by the following: The 2 Tenders are most at risk of breakdown but can be replaced by a Federal Grant since they are over 30 years old; we already have a new Tender coming; If an Engine fails, 2 engines would suffice until we could find a newer used one; If a Brush truck fails, Attack 13-1 Pumper/Tender/Brush Truck can fill in as it can get in anywhere we need it.

The 40' x 60' EMS Training/Storage Pole Building is proposed to be placed next to Station 1, on the corner of Starr Road and Moffat. This will allow easy access to EMS Training and EMS response vehicles and will save a substantial amount in site prep as the required swale and grading are already in place.

The Burn Building, which is mobile, is proposed to go behind Station 1, allowing access from Moffat as well as the from the Training Building. This placement of the Burn Building will also present savings as utilities would not have to be run as far and as there is a hydrant on Moffat. Phase 1 of the Burn Building will be 24' x 40' with a 14' x 12' Burn Room in the center and wall panels which can be reconfigured to set up various training scenarios. When the second floor is added in Phase 2, the Burn Room will be placed in the corner. The additional doors, reconfigurable panels and attic access props will enable varying bedroom layouts and training configurations. All buildings will be painted to match Station 1.

Commissioner Weyrauch likes how Chief Stan has found money in the budget to fund the project rather than asking for more money from the community and motioned to approve moving forward with Belsby Engineering, site prep, construction of the EMS Training/Storage Pole Building, and Phase 1 of the Burn Building to include the transfer of \$125,000 from Fund 61(Apparatus) to Fund 63(New Construction). Commissioner Phelps seconded the motion. Approval passed unanimously.

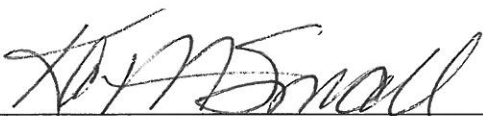
**PUBLIC COMMENTS** - None

**GOOD OF THE ORDER**


Chair Kathy Small inquired about the feasibility of creating a water reservoir at Station 2. Discussion was pursued on the topic, including the previously unforeseen problem we have with ground, and building instability. Chief Stan will contact DNR and see if they have a risk assessment model to evaluate wildland fires on the North End. This will give us an estimate as to the need for a water reservoir to support larger wildland fires. As for residential fires, we anticipate that we have enough water in our response vehicles and auto/mutual aid responses to not need the reservoir. The topic will be revisited in the future after information is gathered from DNR.

**ADJOURNMENT**

As there was no other business meeting was adjourned at 2:36 PM.

  
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Kathy Small, Chairperson

September 16, 2020  
Date

  
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District Secretary

September 16, 2020  
Date