

NEWMAN LAKE FIRE & RESCUE
Spokane County Fire District No. 13
Minutes for August 19, 2019
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, 2019 at 1:00 PM at Station No. 1, 9324 N Starr Rd., Newman Lake, Washington.

ROLL CALL

Board: Chair Teresa Phelps, Commissioner Kathy Small and Commissioner Weyrauch

Others Present: Chief Keith Yamane, Deputy Chief Toni Halloran, Carleen VanDerostyne and Faye Le Grand.

CONSENT AGENDA

The consent agenda consisted of the July 15, 2019 Minutes, July 2019 Chief's Report, Financial Reports and Approval of Warrants #9551 - 9586 in the amount of \$57,004.86, Payroll Taxes in the amount of \$4,680.02 and DRS Pension in the amount of \$2,959.41. Commissioner Weyrauch moved to accept the Consent Agenda, Commissioner Small seconded. Chair Phelps called for the vote which passed unanimously.

AUXILIARY REPORT

They had record sales at the Hot Dog sale in the amount of \$10,932 for a profit of \$4571. They are still working on the membership drive. Kelly Gufford is their new treasurer.

CORRESPONDENCE

Two (2) favorable surveys were received and there were two (2) thank you cards from calls we responded to.

UNFINISHED BUSINESS

Staffing Update: There were five (5) shifts available in July, four (4) shifts were able to be covered.

Station 2 Update: We received three (3) qualification statements for the RFQ for Engineers, Belsby Engineering, Strata and GeoEngineers. After reviewing we have chosen GeoEngineers.

Station 2 - Survey: The survey of Station 2 property has been completed. Using the legal description of the property puts the NE pin in the middle of the parking lot. Keith met with Bob Warner and he has agreed to extend the width of the property by 50', which will make the length of the property we are purchasing shorter. We will have to re-survey, this will cost an additional \$2,500.

Boat: Keith spoke with Sam at Lake City Marine and explained we will be delaying the purchase of a boat until next spring. He agreed this was a good idea and would give us the time to get the contract issue resolved.

Tender Replacement: Brian Snure reviewed the National Bid document and advised that this would not work because there was not a 3,000 gallon tank option. He stated the apparatus we want to purchase does not meet the bid requirements. We may be able to purchase based on "sole source". Keith will be discussing with Brian Snure.

Signage at Station 1: We have received the two (2) LED outside signs. We have talked to R & R Masonry about pillars for mounting the signs and Corey Wilkinson about pouring the pad for the sign.

Resolution #2019-2 – CCC/SREC: Brian Snure has written a resolution for the Spokane County Fire Departments that were participating in the CCC. This resolution authorizes the Fire Chief/designee to provide formal written notice of the District’s intent to terminate its participation in the CCC ILA to the CCC Policy Board. Commissioner Weyrauch moved to approve Resolution #2109-2 as written, Commissioner Small seconded. Chair Phelps called for the vote which passed unanimously.

NEW BUSINESS

2019 Budget Adjustment: Per the August 19, 2019 Memorandum, Keith reviewed the proposed budget changes to align the beginning balance and the actual property taxes/revenues, also to adjust any line items that had an unplanned, large expenditure(s). Commissioner Small moved to approve the Budget Adjustments as presented, Commissioner Weyrauch seconded. Chair Phelps called for the vote which passed unanimously.

2020 Budget: Keith has started working on the 2020 budge, the first draft should be ready at the September 2019 Board meeting. One question is staff wages, in 2018 for 2019 the Board approved an increase for COLA at the CPI-W rate. In the past, if the CPI-W rate was below 3%, the Board usually gave staff a 3% increase in wages. As of July 2019 the CPI-W is 1.7%. Commissioner Small moved to approve a 2% COLA wage increase for 2020, Commissioner Weyrauch seconded. Chair Phelps called for the vote which passed unanimously.

PUBLIC COMMENT

None

GOOD OF THE ORDER

The Spokane County Flood Control would like to hold a community meeting here Sept 18, 2019 and wanted to know if they had to pay for the room. Since the NL Flood Control Advisory Board already has permission to use the meeting room, they should request through them.

EXECUTIVE SESSION: RCW 42.30.110(1)(g) To evaluate the qualifications of an applicant for employment or to review the performance of a public employee.

At 1:45 PM the Board went into executive session for 10 minutes.

At 1:55 PM the Board extended the executive session for 20 minutes.

At 2:15 the regular Board meeting reconvened.

No actions were taken during the executive session. Commission Small requested L & I records for the past 2 years and permission to contact Attorney Brian Snure regarding how State Industrial and someone living at the station would work, also what the process would be to follow through with information that has been received by the Board. Commissioner Weyrauch moved to approve Commissioner Small contacting the attorney, Chair Phelps seconded. Chair Phelps called for the vote which passed unanimously.

ADJOURNMENT

As there was no other business the meeting was adjourned at 2:35 PM.

Teresa Phelps, Chairperson

September 16, 2019
Date

Keith Yamane, District Secretary

September 16, 2019
Date