

NEWMAN LAKE FIRE & RESCUE
Spokane County Fire District No. 13

Minutes for February 13, 2019
PLANNING MEETING

CALL TO ORDER

The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 held a Planning meeting on February 13, 2019 at 10:13 AM at Station No. 1, 9324 N Starr Rd., Newman Lake, Washington.

ROLL CALL

Board: Chair Teresa Phelps, Commissioner Eileen Weyrauch and Commissioner Kathy Small.
Others Present: Chief Keith Yamane, Deputy Chief Toni Halloran and Deputy Chief Kim Stanley.

EMS LEVY: Ballots were due into the County yesterday. Our EMS Levy is currently passing at just under 82%. This is a 6-year levy. The next ballot will be in 2025 for 2026 collection.

STATION 2 WATER: Bid requests were sent to four (4) companies. Two of the companies called to say they would not be bidding. One (1) showed up for the walk thru and the 4th company never communicated one way or the other. H2O wells came for the walk thru, they stated our job is too small for the 20-page contract we got from Snure. If we can sign their contract, they will do the job. Keith has sent their contract to Snure for review. They are suggesting a change in the placement of the well. The spot we picked is too far out in the field and he didn't feel he could get his trucks out there without getting stuck. He is suggesting on the corner of our property. If that is the case, we may not need a full acre of land for this project. Keith will be contacting Bob Warner about moving forward.

FIRE BOAT: The question is do we want to replace or repair the current boat. It has been a problem with breaking down annually since we got it. Kim has been researching replacing it. She talked with a boat building company, North River, out of Oregon at FDIC last year. Keith has talked with Sam, Lake City Marine, about building a boat. They will respectively check with those two builders about cost and availability. Kim stated that a basic boat from North River would begin around \$162,000. Commissioner Small moved to not repair the boat unless it is necessary and begin looking into replacing. Commissioner Weyrauch seconded. Chair Phelps called for the vote which passed unanimously.

STATION 1 PARKING LOT: We are still having problems with people parking in the FF parking lot. Commissioner Weyrauch feels that the entrance to the visitor lot is not wide enough and there is not enough parking when we have outside meetings. Discussion followed regarding expanding the south parking lot, filling/moving the swales and a gate for the FF parking lot. Commissioner Small moved to investigate a gate for the FF parking lot and expanding the south

parking into the field, Commissioner Weyrauch seconded. Chair Phelps called for the vote which passed unanimously.

RESERVE ACCOUNTS: As of January 31, 2019, we have the following in our reserve accounts.

- Operating Reserve Fund \$ 80,353.95 (>3months expenses)
- Capital Project – Apparatus \$ 772,232.68
- Capital Project – General \$ 18,696.22 (equipment & unexpected projects)
- Construction & Equipment \$ 269,679.92 (from old station construction)
- Total \$1,140,962.77

\$80,000 may not be enough for 3 months operating expenses. We will look at the three (3) highest months for 2018 and make sure that amount is in the reserve fund.

STORAGE/TRAINING BUILDING AND BURN BUILDING: Discussion on building a storage/training building and a burn building took place. The base price for the burn building we might be interested in is \$67,200. The Board wants staff to decide what is needed and then present to Board.

MEDICAL RESPONSE VEHICLE/APPARATUS REPLACEMENT: The Board requested a list of apparatus, the purchase year and replacement cost. Keith stated that Command vehicles and B1 and B2 were priorities. The Board would like the staff to come up with a plan for what needs to be replaced and when.

EQUIPMENT REPLACEMENT:

- Extrication Tools – purchased last year
- SCBA – purchased in 2017
- PPE – 10-year life, this is on a rotation schedule
- Hose – on a rotation schedule

WEST SIDE STATION: This would be for the future. Just like we purchased land for new Station 1 and waited until we could build. We need to be thinking to the future and coverage for the Harvard Rd area. Discussion pursued, Commissioner Small feels very strong about moving Station 2 to another location and feels that is more of a need than a station on the west side of the district.

GENERAL LEVY – LID LIFT: This is information only; in 2019 we are at \$1.28 per \$1,000 assessed value. In the future we may want to consider going to ballot to raise it back to \$1.50 per \$1,000 AV.

PERSONNEL SUCCESSION PLANNING: Jim Repp has advised Keith that this will probably be his last year. He does our vehicle maintenance and lawn and snow blowing duties. We will need to find someone to fill that position when the time comes. Eileen stated that she may not be able to stay in the district. They have been looking for a place in the District but have been unsuccessful. She will keep us updated.

Toni also asked that we start considering what her replacement will look like. Not sure we can find someone to do EMS and Finance. We will probably have to hire for each position. Teresa knows someone that may be interested in the finance part of the job. She will check with her.

OTHER: The Board would like the staff to prioritize the planning items we discussed today with a timeline for completion.

ADJOURN

At 1:25PM the meeting was adjourned.

Teresa Phelps, Chairperson

March 18, 2019

Date

Keith Yamane, District Secretary

March 18, 2019

Date