

NEWMAN LAKE FIRE & RESCUE
Spokane County Fire District No. 13
Minutes for December 12, 2024
BOARD OF FIRE COMMISSIONERS MEETING

CALL TO ORDER

The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 met on December 12, 2024, at 1:00 p.m. at Station No. 1, 9324 N Starr Rd., Newman Lake, Washington.

ROLL CALL

Board: Commissioners Eileen Weyrauch, Teresa Phelps, and Ben Kaiser

Others Present: Chief Daron Bement, Captain Josh Ambach, and Secretary Robin Harbin

CONSENT AGENDA

The consent agenda consisted of the meeting minutes for November 13, and November 19, 2024; Financial Reports; Approval of Warrants #12366 - #12400 in the amount of \$43,490.78; Payroll Taxes in the amount of \$5,405.13; and DRS Pension in the amount of \$2,792.53. Commissioner Kaiser motioned to accept the consent agenda; Commissioner Phelps seconded; Chair Weyrauch called for the vote, which passed unanimously.

AUXILIARY REPORT

Auxiliary member Josh Ambach reported the Fire Auxiliary balance is: \$11,367.00

The Fire Auxiliary's Breakfast With Santa, held from 9AM-12PM on Saturday, December 7th, was a big success. Many volunteer firefighters helped out at the event. No money was spent for the event as all food and gifts were donated to the Auxiliary. Approximately \$600 was donated to the Fire Auxiliary at the Breakfast With Santa event.

CORRESPONDENCE

Secretary Harbin presented a memo from the Spokane County Auditor's Office, Accounts Payable Department listing the County's 2025 holidays and check run schedule.

FIRE CHIEF'S REPORT by Chief Daron Bement

Calls/Staffing/Apparatus/Training:

- The department is geared up for colder temperatures and slick roadways.
- The Resident Program is working well. We have on average two scheduled Resident Firefighters per night for response.
- Thanks to CDA Fire for donating five gently used 4-Gas Monitors with testing equipment.

We had 11 emergency incidents in November. November year-to-date calls total 206, a record number of calls.

The Attack 1 primer valve was worked on again at SVFD. We are waiting on a cost invoice from the shop for approximately 10 hours of labor.

We were disqualified from being awarded a DNR surplus brush truck despite our grant application earning a top score due to the total assessed value of homes and property in our fire district being

too high. However, DNR worked to get us a surplus vehicle from the US Forest Service in Bend, Oregon. Delivery details are being worked out for a 2012 Type 5 extended cab green diesel brush truck.

November training included Apparatus Maintenance, Extrication, and Ladders as well as EVIP for all Resident Volunteers.

CAPTAIN'S REPORT by Captain Josh Ambach

- DNR is providing \$10,000 to supply and equip the 2012 brush truck from the US Forest Service in Bend, Oregon.
- We will find out Monday about the Phase 2, 10% Matching Grant for 10 sets of Wildland Firefighter Gear, (less boots and gloves); 15 Pagers; and three BK Mobile Radios.
- We will apply for DNR Computer and Equipment Grants this spring.

UNFINISHED BUSINESS

Employee Contract Updates:

Chief Bement went over the updated employee contracts which were previously emailed to the commissioners for their review. One additional holiday was added, Martin Luther King Jr. Day, for a total of 10 holidays per year. The number of personal days for each employee was set at a consistent 3 days per year. Robin presented a spreadsheet Summary of Employee Benefits updated in the employee contracts. The spreadsheet shows the following annual benefits: 10 Holidays, 3 Personal Days, 80 Vacation Hours, and Sick Leave Accrual of 8 Hours per month to a maximum of 320 Hours.

Only one application packet was received for the posted Training Officer position, from Volunteer Firefighter Carleen VanDerostyne. Carleen interviewed and was offered the position. She accepted the position, to begin January 1, 2025, with the understanding this is a temporary, one-year full-time position. A draft Training Officer contract was included in the employee contracts to be reviewed and approved by the commissioners.

After reviewing the updated and revised employee contracts, Commissioner Kaiser motioned to approve the employee contracts as written; Commissioner Phelps seconded the motion; Chair Weyrauch called for the vote, which passed unanimously.

2025 Salary Schedule:

After reviewing the 2025 Salary Schedule, Commissioner Phelps motioned to approve the schedule as written; Commissioner Kaiser seconded the motion; Chair Weyrauch called for the vote, which passed unanimously.

NEW BUSINESS

Auto Aid Agreement Renewal With Hauser Lake Fire:

- **RESOLUTION 2024-15 Auto Aid Agreement**

After review, Commissioner Kaiser motioned to approve Resolution 2024-15 as written; Commissioner Phelps seconded the motion; Chair Weyrauch called for the vote, which passed unanimously. Robin will send a copy of the signed Auto Aid Agreement to Hauser Lake Fire.

Approve Policy #215 and #216 Updates (Annual Stipend; Payroll):

After reviewing the policy updates, Commissioner Kaiser motioned to approve Policies #215 and #216 as written; Commissioner Phelps seconded the motion; Chair Weyrauch called for the vote, which passed unanimously.

Review and Plan Sale of Tender 13-1:

Chief Bement reviewed Resolution 2023-14 approving the sale of Tender 13-1. Captain Josh will list Tender 13-1 for auction the beginning of 2025. Equipment will be removed from the tender before auction, except for the draft hose and port-a-tank. The pump will be kept by the district as a spare. Attack 13-1 and Tender 13-3 will be housed at Station 2; Tender 13-4 will be at Station 1.

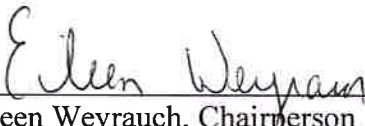
PUBLIC COMMENTS - None

GOOD OF THE ORDER

- Hauser Fire is selling their Cascade Trailer, which was recently serviced. Captain Josh Ambach will contact Hauser Fire for more information as this may be a wise purchase. Our old Rescue Vehicle had to be surplus/scrapped in 2021 as it was unable to run and couldn't be repaired. This left the district without a way to refill SCBA bottles on scene. A Cascade Trailer would supply this need.
- The 2024 Fire Investigation Class held at Spokane Valley Fire and attended by Chief Bement, Captain Josh Ambach, and Andrea Licari was an intense and informative 40-hour class. Chief Bement presented a class synopsis. Completion of this class qualifies attendees to test for either IAAI or IFSAC. The IFSAC test is extremely difficult to pass. Valley Fire will allow our attendees to gain fire investigation experience through their department.
- Chief Bement shared that we will be hosting Fowler Fire's Eastern Washington Firefighter Testing which will include FF1, FF2, Hazmat Operations & Awareness, and Officer testing. In exchange, a select group of our department members will be able to participate free of charge. This represents a savings of approximately \$1500 per participating member.
- Secretary Harbin has registered all Commissioners and the Chief for the 2025 Northwest Leadership Seminar scheduled March 5-7, 2025 in Portland, Oregon.

ADJOURNMENT

As there was no other business, the meeting was adjourned at 1:46 p.m.



 Eileen Weyrauch, Chairperson

1-16-25

 Date



 Robin Harbin, District Secretary

1-16-2025

 Date

