

**NEWMAN LAKE FIRE & RESCUE**  
**Spokane County Fire District No. 13**  
Minutes for June 19, 2025  
**BOARD OF FIRE COMMISSIONERS MEETING**

**CALL TO ORDER**

The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 met on June 19, 2025, at 1:00 p.m. at Station No. 1, 9324 N Starr Rd., Newman Lake, Washington.

**ROLL CALL**

Board: Commissioners Teresa Phelps and Eileen Weyrauch, Commissioner Ben Kaiser participated via Microsoft Teams

Others Present: Chief Daron Bement, Captain Josh Ambach, Lieutenant Carleen VanDerostyne, Secretary Robin Harbin, and Community Members Dave and Kathy Pfeiffer

**CONSENT AGENDA**

The consent agenda consisted of the meeting minutes for May 15, 2025; Financial Reports; Approval of Warrants #12618 - #12657 in the amount of \$44,605.65; Payroll Taxes in the amount of \$7,276.41; and DRS Pension in the amount of \$3,816.63. Commissioner Weyrauch motioned to accept the consent agenda; Commissioner Kaiser seconded; Chair Phelps called for the vote, which passed unanimously.

**AUXILIARY REPORT**

Auxiliary member Josh Ambach reported the Fire Auxiliary balance remains the same as last month at: \$4,533.62 The last meeting was held on Monday, June 2<sup>nd</sup>. All is finalized for the annual hot dog and t-shirt sale to be held at the fire station on Saturday, July 5<sup>th</sup> from 10:00 a.m. to 2:00 p.m. Preparation and set up will open at 9:00 a.m. The T-Shirt design has been selected, and the order is being placed, which has been doubled from last year's initial order to avoid issues with re-orders. Excess T-Shirts can be sold at the ice cream social.

**CORRESPONDENCE**

A rate change forecast for Policy Year 2026 letter was received from Enduris. Robin reported we anticipate an approximate 2% increase over last year's premium.

**FIRE CHIEF'S REPORT by Chief Daron Bement**

**General Message:**

- We are gearing up for the annual July 4<sup>th</sup> truck parade, scheduled to start at 10:30 a.m. from Station 1.
- Crews are ready for Wildland Season Rotations. Captain Ambach will give details.
- Our district is participating in on the Spokane County Rescue Task force for active shooter response. Four personnel have completed training. SVFD will be giving us their older ballistic vests and helmets.

**Calls, Staffing, Facilities, Training:**

- We had 10 emergency calls in May 2025, as compared to 19 calls in May 2024.
- 2025 year-to-date calls is at 98 as of May, 3 less than this date last year.
- Our average response time is 0:06:05 (last year it was 0:07:00) now 55 seconds faster

- Our average out the door time is 0:01:58 (last year it was 0:03:00) now 62 seconds faster
- We have four residents with one open resident firefighter room available.
- The propane heater for Station 2 has been shipped. Jim Stevenson is tracking it down.
- Training has included – EMS scenarios and patient assessments, Hose deployment techniques, EMS OTEP MVC with extrication, and Live Fire – structure fire burn tower multi-company operations (MCOs).

#### **CAPTAIN'S REPORT by Captain Josh Ambach**

- Spokane County gave us a position on the Wildland Fire strike team. Our brush trucks and tenders are in the rotations. We have eight members on the Mobe list, ready and willing to go out. We may be able to run Brush 13-3 as a career truck as we have enough crew.
- We've responded on eight out-of-district calls this year and are getting positive feedback on our response from other districts. SVFD has given us the go-ahead to respond on mutual aid calls from the state line to Harvard without waiting for their permission.
- The district is switching to First Due for our emergency reporting software as it is an all-in-one service that will save money by replacing multiple software programs currently used. First Due charges by package, not by number of personnel, which provides us additional savings. They are beginning to build out our program to be ready to go in September, but we will not have to pay the annual fee until January. We'll be able to use the software through the rest of the year for just the setup fee of \$2950.00

#### **UNFINISHED BUSINESS**

##### **Community Meeting Monday, June 23, 6:30 p.m.:**

Commissioners requested we include a breakdown of facts our most recently acquired vehicles for our truck show-and-tell. Chair Phelps asked about the average cost of a medical emergency call. Given such a vast difference of many variables on each call, Captain Josh replied it will be difficult to make such an estimate.

##### **EMS Levy Renewal – Official Ballot Proof and Voter Pamphlet Proof:**

Ballot and Voter Pamphlet proofs, received from the Spokane County Elections Department, were presented and reviewed. All at the meeting thanked Dave and Kathy Pfeiffer for their participation on the EMS Levy Renewal pro committee as well as for writing and submitting the statement to be published in the voter pamphlet.

#### **NEW BUSINESS**

##### **Approval of Policy 712 – Department Use of Social Media:**

Chief Bement presented Policy 712, updated according to national recommendations to ensure safe yet free speech on social media. Department members will review and acknowledge understanding of the policy for which they will be held accountable. After reviewing Policy 712, Commissioner Weyrauch motioned to approve the policy as written; Commissioner Kaiser seconded; Chair Phelps called for the vote, which passed unanimously.

##### **Sick Leave Accrual – No Cap in Washington State:**

Robin presented statements showing that caps on sick leave accrual are not allowed for Washington employees. As department sick leave accrual is paid out at 25% upon termination of employment, she suggested a possible limit on the sick leave hours carried over from year to year. A limit on sick leave carryover is allowed in Washington. A carryover limit of 320 hours was suggested by Chief Bement as is common in other local districts. Commissioner Weyrauch motioned to remove the sick leave accrual

cap from employee agreements and to replace the cap with a sick leave carryover limit of 320 hours; Commissioner Kaiser seconded; Chair Phelps called for the vote, which passed unanimously.

#### **RESOLUTION 2025-8 Authorizing Transfer of Funds F32 to F361:**

The resolution was presented to transfer the proceeds of \$4800.00 from the sale of the old Command C13-1, a 2008 Ford Expedition, to the apparatus capital fund. After review, Commissioner Weyrauch motioned to approve Resolution 2025-8 as written; Commissioner Kaiser seconded; Chair Phelps called for the vote, which passed unanimously.

#### **PUBLIC COMMENTS**

Dave Pfeiffer cautioned that a large dump pile is building up near the old burned down hangar at the air strip. It may contain questionable items which could pose a hazard. Unfortunately, the department is unable to take any action on such a risk unless it is actively on fire.

Dave also inquired why there are different pressures on fire hydrants. It is state mandated that water usage be reported and that each hydrant show less than 10% loss. Captain Josh stated we have reported leakage from the fire hydrant along Moffat, but nothing has been done by Moab Irrigation, who owns the hydrant. We do not report the water we put in our apparatus from that hydrant, but Chief Bement suggested the irrigation district place a meter on the hydrant for records only, not for charges.

#### **GOOD OF THE ORDER**

- Lexipol offers a Wellness App called Cordico to assist members with mental, emotional, and physical well-being. As the annual cost is nearly \$1800.00, Chair Phelps requested we find out if other districts are using it and poll our members to measure interest.
- The BPA Health EAP annual renewal on September 1, 2025 will remain at the same rate of \$3.18 per member per month.
- Voter Pamphlets will be mailed out July 16-18, per the county elections department. A Door-to-Door event may be planned for Thursday, July 17, from 6-8PM for those district households that do not receive our mailers.
- Chair Phelps requested we remove dead trees along the front of Station 1 property.

#### **ADJOURNMENT**

As there was no other business, the meeting was adjourned at 1:55 p.m.

  
\_\_\_\_\_  
Teresa Phelps, Chairperson

7-17-25  
Date

  
\_\_\_\_\_  
Robin Harbin, District Secretary

7-17-2025  
Date