

**NEWMAN LAKE FIRE & RESCUE**  
**Spokane County Fire District No. 13**  
Minutes for April 20, 2022  
**BOARD OF FIRE COMMISSIONER MEETING**

**CALL TO ORDER**

The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 met on April 20, 2022, at 1:00 p.m. at Station No. 1, 9324 N Starr Rd., Newman Lake, Washington.

**ROLL CALL**

Board: Chair Teresa Phelps, Commissioner Ben Kaiser, and Commissioner Eileen Weyrauch  
Others Present: Chief Stan Cooke, Deputy Chief Kim Stanley, Secretary Robin Harbin, and Faye LeGrand; Captain Jake Ambach participated remotely via GoToMeeting.

**CONSENT AGENDA**

The consent agenda consisted of the meeting minutes for March 16, 2022, and April 2, 2022; Financial Reports; and Approval of Warrants #10918 - #10980 in the amount of \$54,589.12, Payroll Taxes in the amount of \$6,067.71, and DRS Pension in the amount of \$1,422.15. Commissioner Kaiser moved to accept the consent agenda; Commissioner Weyrauch seconded; Chair Phelps called for the vote, which passed unanimously.

**AUXILIARY REPORT**

Faye LeGrand reported an Auxiliary fund balance of \$2,817.00. The April Auxiliary meeting was cancelled due to the extreme winds. The May meeting to be held May 4<sup>th</sup> and will focus on sign-ups for the July 2<sup>nd</sup> Hot Dog and T-Shirt Sales. The Auxiliary will have a table set up in the bays at our April 23<sup>rd</sup> Open House this weekend. Faye will be filling the front planters with new flowers prior to the Open House.

**CORRESPONDENCE** – Patti Woehrle brought baked goods to the station along with a thank you note in appreciation for helping Greg.

**UNFINISHED BUSINESS**

**Levy Lid Lift:** Jerry LeGrand would like to be on the “Against” committee for the levy lid lift ballot. The “For” committee has not yet been formed.

- **Resolution 2022-3 Levy Lid Lift Primary Election August 2, 2022** – The Levy Lid Lift Resolution was presented as reviewed, edited, and approved by Attorney Brian Snure. Commissioner Weyrauch motioned to approve Resolution 2022-3; Commissioner Kaiser seconded; Chair Phelps called for the vote, which passed unanimously. The Resolution, Cover Sheet, Explanatory Statement, and For/Against Committee Appointment will be submitted to the County by May 13, 2022, to place the Levy Lid Lift on the ballot for the Primary Election August 2, 2022.

**Open House:**

- **Posters, Brochures, Information and Final Details** – Commissioners reviewed the six informational posters and two brochures as well as additional copies of the bi-annual Smoke Signals newsletter to be available at the Commissioners table at the Open House. Stan has developed an IAP (Incident Action Plan) delineating the divisions, groups, and member assignments for covering the Open House.

**Final New Facilities Cost Breakdown:** Total expenditures for all new construction projects was \$799,105. This is \$894 less than the \$800,000 budgeted for all projects. Stan presented the breakdown as follows:

<u>ANNEX</u>	
Construction Cost	\$260,173
Site Prep	<u>\$ 39,865</u>
TOTAL	\$300,038
 <u>BURN BUILDING</u>	
Construction Cost	\$255,998
Site Prep	<u>\$ 83,546</u>
TOTAL	\$339,544
 <u>PAVILION</u>	
Construction Cost	\$84,681
Site Prep	<u>\$ 3,330</u>
TOTAL	\$88,011
Fencing & Gate	\$3,498
Burn Building Fire Training Equipment	\$16,000

**Brush Truck Update:** Brush Truck 13-1 is at General Fire where they are completing the retrofit. Kim Stanley reported they have another box to build and then will plumb in the pump and install the wiring. The estimated total for the retrofit is between \$60K-\$65K. We do not yet have a completion date.

## **NEW BUSINESS**

**Community Volunteer Vaccination Requirements:** Stan reported three potential community volunteers have been turned away due to their Covid vaccination status. Commissioners agreed that gaining needed volunteers is of utmost importance. However, they left final vaccination requirement decisions up to the department management team. Stan will present the Covid vaccination requirement to the management team before April 23<sup>rd</sup>. Masks and gloves will continue to be required of all responders on medical calls.

**Salary Schedule Adjustments for Captains, Lieutenants, Training Shifts:** Bob Kolva will continue as Captain but has stepped away as the Training Captain due to increased training demands by the department. Jake Ambach is now the Administrative Captain in charge of training and maintenance with an increased stipend of an extra \$100/month. Jay Indelicato will now be Station 2 Lieutenant only with a monthly stipend of \$150. We are implementing a Station 1 Lieutenant position again with a stipend of \$150/month. Interviews will be conducted for Station 1 Lieutenant in the next few weeks.

**New Hires, Staffing Adjustments:** New community volunteers include Mike Jennings, Makayla Shay, Tony Orth, and Kevin Cork. New shift volunteers include Sam Montgomery, Ric Bryant, Tim Archer, Craig Miller, and Mya Hauck. Two additional shift members may be added soon after completing the required attendance at three Thursday night trainings and an interview. Cory Opp has joined the department as a resident volunteer, bringing us up to two residents. We have room for three more resident volunteers.

**PUBLIC COMMENTS:** Commissioner Weyrauch shared the sad news of Bob Neu's passing. Robin stated the department is sending condolences to Kathie Neu. Eileen shared information about Dispatch Health, who provide health care at your home; contact (509) 408-2108. She reminded the other commissioners to give their Washington Fire Commissioners Association Spring Series Certificate of Training to Robin for their files.

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**GOOD OF THE ORDER - None**

**ADJOURNMENT**

As there was no other business, the meeting was adjourned at 2:11 p.m.

  
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Teresa Phelps, Chairperson

5-18-22  
Date

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

5-18-2022  
Date