

NEWMAN LAKE FIRE & RESCUE
Spokane County Fire District No. 13
Minutes for June 15, 2022
BOARD OF FIRE COMMISSIONER MEETING

CALL TO ORDER

The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 met on June 15, 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, Faye Le Grand, Secretary Robin Harbin

CONSENT AGENDA

The consent agenda consisted of the meeting minutes for May 18, 2022; Financial Reports; and Approval of Warrants #11033 - #11070 in the amount of \$41,280.58, Payroll Taxes in the amount of \$5,968.45, and DRS Pension in the amount of \$1,404.21. Commissioner Kaiser moved to accept the consent agenda; Commissioner Weyrauch seconded; Chair Phelps called for the vote, which passed unanimously.

AUXILIARY REPORT

Faye Le Grand reported the Auxiliary's current fund balance is \$2,782.79, which includes a recent \$100 donation. Final details for the July 2nd hot dog and t-shirt sales were discussed at the May 6th meeting. T-shirts will be available for purchase onsite in standard men's, women's, and youth sizes – likely in 2 different colors. Online purchases will be opened up for approximately three weeks following the in-person sales with additional selections such as hoodies and coffee mugs. Information for online sales will be handed out at the t-shirt sale July 2nd. Bob McCauley has been busy getting supplies for the hot dog sale. Longhorn is donating the franks; buns are being donated by Franz Bakery. Dana Bellefeuille is contributing the use of coolers and many other supplies. Items donated to raffle include a quilt, paddle board, and Seattle Seahawks jacket. Work teams will begin setup Friday evening at 6:00PM, completing setup July 2nd at 7:00AM, ready for event to run from 9:00AM to 2:00PM. The Coeurimba band will perform in front of the Annex from 11:00AM to 1:00PM.

CORRESPONDENCE

Robin shared a letter and \$300.00 donation which was received from Jack and Vicki Carney in appreciation and support of our services.

UNFINISHED BUSINESS

Approval of Lexipol SOPs 209-212, 900, 909, 1014, 1022-1027, 1029-1034: Stan sent these SOPs to the commissioners last week, highlighting important points and summaries. He has finished the Tier I, high risk policies. Our contract with Lexipol has been fulfilled. Stan is nearly done with policies and will work on procedures next year. Commissioner Weyrauch moved to approve the SOPs; Commissioner Kaiser seconded; Chair Phelps called for the vote, which passed unanimously.

NEW BUSINESS

Resolution 2022-4 A Resolution Providing For The Submission Of Levy, General Election - Provisional: Property valuation assessments have increased approximately thirty (30) percent. We had originally written up a provisional levy lid lift resolution proposing an increase of \$0.38/\$1000, raising the levy limit to \$1.40/\$1000 of property valuation. Stan proposed lowering this to an increase of only \$0.28/\$1000 up to a maximum of \$1.30/\$1000 of property valuation; and limiting the proposed levy lid lift to four years rather than the full six years. Stan spoke with Jim Hawvermale at the county assessor's office this morning. Jim estimates that without a levy lid lift, the general fire levy will decrease from this

year's \$1.02/\$1000 to only \$0.77/\$1000 of property valuation in 2023. We may be able to generate more funds for the fire district by going out on state wildfire mobs. However, Commissioner Weyrauch questioned our ability to send qualified firefighters out on a mobe and still have sufficient staffing at the station to respond on local emergencies. Commissioner Kaiser moved to approve Resolution 2022-4 at a \$0.28/\$1000 levy lid lift to a maximum of \$1.30/\$1000 of property valuation for a limit of four years; Commissioner Weyrauch seconded; Chair Phelps called for the vote, which passed unanimously.

Part-time Employment: Stan proposed the idea of hiring a part-time firefighter to provide consistent training and maintenance during the week and on weekends. It takes approximately 3-6 months to train a new recruit. Although our community volunteers are willing to help, they are getting burned out by training new recruits. A part-time firefighter hired at \$15.00 per hour for 20 hours per week would cost the department \$15,600; \$28,240 with taxes and benefits.

Salary Schedule: The salary schedule was updated in April 2022 for the positions of Chief and Deputy Chief; it was not updated for the administrative assistant. Robin received a pay increase at one year of employment to \$24.00 per hour. She did not receive the 2% cost of living increase from 2022 to 2023. The salary schedule has been updated to include the 2% cost of living increase effective July of 2023. It also reflects a 5% step increase in successive years. Commissioner Kaiser moved to approve the updated salary schedule; Commissioner Weyrauch seconded; Chair Phelps called for the vote, which passed unanimously.

EXECUTIVE SESSION - RCW 42.30.110(1)(g) To review the performance of a public employee: Commissioners went into executive session with Chief Stan Cooke at 1:52 p.m. for 20 minutes; executive session was extended an additional 10 minutes at 2:12 p.m., concluding at 2:22 p.m. No decisions were made.

PUBLIC COMMENTS - None

GOOD OF THE ORDER

The DNR Phase 2 Operational Grant was denied.

ADJOURNMENT

As there was no other business, the meeting was adjourned at 2:29 p.m.



Teresa Phelps, Chairperson

7-20-22
Date



Robin Harbin, District Secretary

7-20-2022
Date