

NEWMAN LAKE FIRE & RESCUE
Spokane County Fire District No. 13
Minutes for August 17, 2023
BOARD OF FIRE COMMISSIONER MEETING

CALL TO ORDER

The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 met on August 17, 2023, at 1:00 p.m. at Station No. 1, 9324 N Starr Rd., Newman Lake, Washington.

ROLL CALL

Board: Commissioners Eileen Weyrauch and Teresa Phelps; Chair Ben Kaiser participated remotely via GoToMeeting.

Others Present: Chief Daron Bement, Senior Advisor Stan Cooke, Captain Josh Ambach, Secretary Robin Harbin, and Faye Le Grand

CONSENT AGENDA

The consent agenda consisted of the meeting minutes for July 20, 2023; Financial Reports; and Approval of Warrants #11677 - #11718 in the amount of \$75,652.18, Payroll Taxes in the amount of \$5,130.75 and DRS Pension in the amount of \$2,615.86. Commissioner Phelps moved to accept the consent agenda; Chair Kaiser seconded; Commissioner Weyrauch called for the vote, which passed unanimously.

AUXILIARY REPORT

Faye Le Grand reported the current Fire Auxiliary fund balance is \$7,948.92. \$2,112.00 was donated by Carrie Foshee for the sale of her book: *Love, Newman Lake*. Patty Sipes donated \$500 to the Fire Auxiliary for allowing her son to help at the T-Shirt/Hot Dog Sale. The Auxiliary has made two T-Shirt orders and may need to place one more order. They ran out of some sizes quickly. Commissioner Weyrauch asked if the Department had presented any requests to the Auxiliary. Robin replied that the management team will discuss Department needs and present a list to the Auxiliary. One need mentioned is insulation for the Annex.

CORRESPONDENCE

We received a thank you card and some delicious dessert bars from Val Melvin and Lee Paul. They noted the Department's knowledge and preparedness and state they are big fans.

UNFINISHED BUSINESS

Levy Lid Lift:

▪ **August 1st Ballot Results**

The Levy Lid Lift did not pass on August 1st. There were a total of 774 votes cast; 319 (41.21%) of those who voted approved; 455 (58.79%) of those who voted rejected.

▪ **Planning for November 7th Ballot**

Chief Bement presented informational posts to be placed on Facebook. The commissioners suggested other information to be clearly communicated such as medical response times needed for strokes and heart attacks; the fact that our volunteers must be trained to the same level as career firefighters; the Levy Lid Lift is running November 7th

because it did not pass August 1st; and the fact that we don't bill for services provided – fire department funding relies on the tax levy. Chair Kaiser moved to approve the Facebook informational posts; Commissioner Phelps seconded; Commissioner Weyrauch called for the vote, which passed unanimously.

▪ **Pro & Con Committee Statements/Rebuttals**

Robin presented copies of the Pro and Con committee statements submitted to the elections department to be published in the voter's pamphlet for the November 7th election. She noted some inaccurate statements made on the Con committee statement. False statement include that when property values go up, it generates an increase in funding to the Fire District. Whereas, the fact is when property values go up, the Fire Tax Levy rate goes down. The 2024 projected budget does not include any additional paid personnel. The department has only two full-time employees – The full-time Chief who is a medic and the full-time Captain who is an EMT; there has been no increase in full-time EMTs. The department will create Facebook posts to clear up the inaccurate statements made by the Con committee.

HVAC Update:

Larry Andrews of Andrews Mechanical cannot proceed with HVAC repair/replacement until he receives fluid sample results from the LG representative, Johnson Barrow. If the fluid sample from the lines indicates damage to the lines, they will have to be replaced; if the sample passes, the lines can be flushed and recharged. Johnson Barrow is not responding to Larry Andrews' requests for results.

Staffing Update:

Robin stated that two Shift Volunteers, Tanner Cassell and Jon Umble, have been offered career firefighter positions with Spokane Valley Fire Department. Resident Recruit, Andrea Licari, has completed her internship with SVFD and will be going back home to Minnesota on August 18th. Community Volunteer Dallace Johnston is postponing her start date with the department due to her work schedule. One new Shift Volunteer, Alex Mickschl, has joined the department; two potential Shift Volunteers have started their observational trainings. Two volunteers are on leave of absence. The department currently has 15 active Community Volunteers and 13 active Shift Volunteers. Twenty of the active volunteers are fully trained.

NEW BUSINESS

Employee Assistance Program for Volunteers on Leave of Absence:

Robin explained that our Employee Assistance Program is paid monthly at \$3.02 per volunteer. She suggested we not pay for EAP for volunteers who are on leave of absence. Chair Kaiser motioned that we do not pay for the Employee Assistance Program for volunteers who are on leave of absence; Commissioner Phelps seconded; Commissioner Weyrauch called for the vote, which passed unanimously.

Administrative Assistant Hours:

Chief Bement proposed reopening Robin's contract to allow for full-time hours as the Administrative Assistant. Commissioner Weyrauch motioned to reopen Robin Harbin's contract and move her to full-time; Commissioner Phelps seconded; Commissioner Weyrauch called for the vote, which passed unanimously. Commissioner Weyrauch stated the revised contract will be approved at the next Commissioner Meeting, but Robin's full-time hours may start the beginning of September.

Training Captain Duties:

Chief Bement stated the current volunteer Training Officer Captain receives a monthly stipend in the amount of \$400.00. He would like to move the position to a part-time hourly employee position of less than (30) thirty hours per week at \$30.00 per hour. This will ensure better continuity, consistency, and accountability in training. Commissioner Weyrauch inquired about the part-time schedule for the training officer. Commissioner Phelps would like more information about the schedule, duties, and budget details of the position. Chief Bement will provide further details at the September Commissioner Meeting.

Conversion from Active 911 to Streetwise:

Captain Josh Ambach presented information on the District’s switch from the Active 911 emergency paging system to Streetwise. Streetwise is a CAD interface offering numerous important features including better mapping, measurements for hose lays, and continuous updated information on emergency calls. Active 911 does not include these capabilities. Chair Kaiser suggested the Auxiliary may help pay for the Smart Board App as well as two iPads needed for effectively operating Streetwise.

RESOLUTION 2023-09

A Resolution Authorizing the Surplus of a 2001 Jeep Cherokee

As the Jeep Cherokee is currently out of service and it is not fiscally feasible to repair and/or maintain the Jeep. Commissioner Phelps motioned to approve Resolution 2023-09 as written; Chair Kaiser seconded; Commissioner Weyrauch called for the vote, which passed unanimously.

RESOLUTION 2023-10

A Resolution Authorizing the Transfer of Funds into the Apparatus and Construction Funds and the Operating Reserve Fund

As the Apparatus and Construction funds need to be replenished for future upgrades and expenditures, and the Operating Reserve Fund needs to be increased to more adequately provide expense protection. Commissioner Phelps motioned to approve Resolution 2023-10 as written; Chair Kaiser seconded; Commissioner Weyrauch called for the vote, which passed unanimously.

PUBLIC COMMENTS


None

GOOD OF THE ORDER

None

ADJOURNMENT

As there was no other business, the meeting was adjourned at 2:17 p.m.

DocuSigned by:

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Ben Kaiser, Chairperson

9/21/2023
Date


Robin Harbin, District Secretary

9-21-2023
Date

