

NEWMAN LAKE FIRE & RESCUE
Spokane County Fire District No. 13
Minutes for June 20, 2024
BOARD OF FIRE COMMISSIONER MEETING

CALL TO ORDER

The Board of Fire Commissioners of Spokane County Fire Protection District No: 13 met on June 20, 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, Secretary Robin Harbin, and Fire Auxiliary Representative Faye LeGrand; Captain Jake Ambach participated remotely via Microsoft Teams

CONSENT AGENDA

The consent agenda consisted of the meeting minutes for May 16 and May 21, 2024; Financial Reports; Approval of June 2024 Warrants #12115 - #12152 in the amount of \$38,091.54; Payroll Taxes in the amount of \$5,232.64; and DRS Pension in the amount of \$2,859.39. Commissioner Kaiser motioned to accept the consent agenda; Commissioner Phelps seconded; Chair Weyrauch called for the vote, which passed unanimously.

AUXILIARY REPORT

Faye Le Grand reported the Fire Auxiliary balance is \$6,251.00. Josh Ambach is updating materials for the Auxiliary to have available at the membership table to be set up at the T-shirt and Hot Dog sale July 6th. Approximately \$4,000 will be spent on T-shirts for the sale.

CORRESPONDENCE - None

FIRE CHIEF'S REPORT by Chief Daron Bement

Calls/Training/Staffing/Apparatus/Facilities:

As of June 19th, we have had ninety-nine (99) emergency calls this year – an increase of 71% over this time last year.

We lost two volunteers due to their time constraints. Two other volunteers are on leave of absence this summer to work with DNR.

The HVAC repair/replacement is nearly complete. It is scheduled to be inspected by the County tomorrow morning.

The Attack 13-1 primer valve was replaced at the SVFD shop. The parts were the only cost, at \$250.00. SVFD did not charge for their labor or shop time thanks to reciprocity.

**CAPTAIN’S REPORT by Captain Josh Ambach
Wildland State Mobilization:**

The county requested our assistance on a state mobilization Saturday, June 15th. They at first requested a tender, then changed their request to a brush truck. The mobilization request was canceled before the wildland mobe team deployed, which would have included Captain Josh Ambach, Jeremy Hayden, and Hayden Phelps. Those who deploy on mobes must have adequate training and experience. No one goes out without a senior volunteer as lead. The goal is to have all volunteers achieve WFF1, up from WFF2. Chief Bement, Captain Josh Ambach, and Captain Jake Ambach are WFF1 certified and can sign off on those who want to train and test for that level.

UNFINISHED BUSINESS

Levy Lid Lift:

▪ **Voter Pamphlet Proof**

Robin presented the final proof from the county. Unfortunately, the district does not have the ability to change any “For” or “Against” statements submitted by the pro and con committees. The only opportunity for correction is the rebuttal statement. The pro and con committees are each sent a copy of the “For” and “Against” statements, to which they may submit a rebuttal statement for publication in the voter pamphlet.

▪ **Schedule July Community Meeting; Communication to Voters**

Voter pamphlets for the August 6th election will go out June 28th. The Smoke Signals newsletter will be mailed by June 27th. Per the county elections department, ballots will be mailed out July 18th and 19th. We had previously considered July 9th or 10th for the next community meeting. As all commissioners will be available to attend on Tuesday, July 16th, the next community meeting will be held at 6:00 p.m. on that date.

Robin stated there are two portions of the district which do not receive the Smoke Signals newsletter as they are outside mail Rural Route 1. We had considered handing the newsletter out to these households during the 4th of July Fire Truck Parade. It may not be safe, practical, or appropriate, however, so another time will be scheduled to assure these households receive the newsletter.

HVAC Update: (Covered during the Chief’s Report. See Chief’s Report section for notes.)

NEW BUSINESS

Strong Road Petition for Annexation:

A petition for annexation into the fire district was presented, including plat maps and legal descriptions for the following petitioners and contiguous parcels bordering the fire district off Strong Road:

Emilene Beagles:	56154.9056
	56154.9057
	56154.9055
Nathan Tyler Domerese, Heather Nicole Domerese:	56154.9058
Barton Haynes, Holly Haynes:	56154.9059
Robert Peterson, Jessica Haley Zizzi:	56155.9054

After reviewing the petition, maps, and legal descriptions, Commissioner Kaiser motioned to approve the Strong Road Petition for annexation into the fire district; Commissioner Phelps

seconded; Chair Weyrauch called for the vote, which passed unanimously. A public hearing was scheduled for Thursday, July 18, 2024 at 1:00 p.m. Notices will be posted as required in the newspaper and within the district.

Payroll Practice Update:

Robin reported a change in pay period vs pay date practice. From now on, the pay period will reflect the previous month, when hours/shifts were actually worked. This will not affect any quarterly reports as they go by the pay date, not the pay period. This updated practice went into effect for June 2024 paychecks. Therefore, both May 2024 and June 2024 paystubs will show the pay period of May 1-31, 2024.

Salary Schedule:

Robin presented an updated salary schedule. We occasionally have a volunteer offer to stay the night to cover a 12-hour night shift. Currently, there is nothing on the salary schedule to compensate a volunteer for this coverage. A \$35.00 stipend was proposed to be added to the salary schedule for a 12-hour night shift at the station. Robin also discussed the Chief's salary, which is at \$100,000. Chief Bement was not given a 2% COLA increase at the beginning of the year, since he had not been here for a full year. His 2% COLA was scheduled to go into effect at one year of employment, in June 2024. A step increase of 5% was discussed, although it was not budgeted for 2024. After review, Commissioner Kaiser motioned to approve the updated salary schedule to include the \$35.00 stipend for a 12-hour night shift, keeping the 2% COLA for the Chief to evaluate for the step increase at the beginning of 2025; Commissioner Phelps seconded the motion; Chair Weyrauch called for the vote, which passed unanimously.

PUBLIC COMMENTS – None

GOOD OF THE ORDER

- The 4th of July Fire Truck Parade will take place Thursday, July 4th, 10:00AM-11:30AM.
- The SCFCA Dinner Meeting will be hosted here at Station 1 Thursday, July 11th, at 7:00PM. Commissioner Kaiser will not be able to attend.
- Hauser Fire did not pass their levy.

EXECUTIVE SESSION

RCW 42.30.110 (g) to review the performance of public employees.

Chair Weyrauch called for a twenty-minute executive session at 1:42 p.m. The public meeting resumed at 2:02 p.m. No decisions were made.

ADJOURNMENT

As there was no other business, the meeting was adjourned at 2:04 p.m.

DocuSigned by:

 030C8E59290F49F
 Eileen Weyrauch, Chairperson

7-18-2024
 Date


 Robin Harbin, District Secretary

7-18-2024
 Date