NEWMAN LAKE FIRE & RESCUE
Spokane County Fire District No. 13
Minutes for February 19, 2026
BOARD OF FIRE COMMISSIONERS MEETING

CALL TO ORDER
The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 met on February 19, 2026, at 1:00 p.m. at Station No. 1, 9324 N Starr Rd., Newman Lake, Washington.

ROLL CALL
Board: Commissioners Ben Kaiser, Teresa Phelps, and Dennis Gleckler
Others Present: Chief Daron Bement, Division Chief Josh Ambach, Secretary Robin Harbin, and Community Members Dave and Kathy Pfeiffer

CONSENT AGENDA
The consent agenda consisted of the meeting minutes for January 8, and January 15, 2026; Financial Reports; Approval of Warrants #13011 - #13077 in the amount of $54,271.41; Payroll Taxes in the amount of $7,874.33; and DRS Pension in the amount of $3,757.77. Commissioner Phelps motioned to accept the consent agenda; Commissioner Gleckler seconded the motion; Chair Kaiser called for the vote, which passed unanimously.

CORRESPONDENCE
Guardian Occupational Health – New Price List for Firefighter Physicals:
Robin presented the new Master Price List from Guardian Occupational Health. The total cost for initial firefighter physicals will be $295, a $5 increase from the previous cost. Initial firefighter physicals include: Basic Physical $120, Urine Drug Test $45, Pulmonary Function Test $80, and Audiogram (OSHA) $50. Annual firefighter physicals will remain the same at $120.

Thank You Cards Received
Two community members brought in thank you cards this month, expressing gratitude for our emergency medical response.

FIRE CHIEF'S REPORT by Chief Daron Bement
General Message:
- Training and work continues on the new emergency response reporting system, First Due. We are one month in and the feedback from department members has been positive. We are working out a few small bugs.
- Lexipol notified us of a switch in their software from KMS to a new platform. We are working through a few issues due to the changeover.
- Commissioner, Chief Bement, and Lieutenant Carleen Beauchene are preparing to attend the 2026 NW Leadership Seminar March 4-6 in Portland, Oregon. Chief Bement's wife and son will be joining him.
- Chief Bement has been names the President of the Inland Empire Fire Chiefs' Association, (IEFCA), by unanimous vote at the February meeting. Chief Bement will be meeting with the outgoing president next week.

Calls, Staffing, Apparatus, Training:

- We had 18 incident responses in January 2026; we had 17 in January 2025.
- One new Resident Firefighter has moved in as is providing night and weekend coverage.
- Two firefighters are completing their three required observational trainings before interviewing to join the department.
- One new Shift Volunteer Firefighter is currently in EMT School with an interest in becoming a Resident Firefighter after completing Fire Academy.
- The chassis project for Brush 13-2 will be reported by Division Chief Ambach.
- January Training included: 2025 Review/2026 Goals & Objectives; Ice Rescue Awareness – 2026 Classroom & Practical; OTEP Geriatric Emergencies; and Tech Rescue – 2026 Intro by Lieutenant Stevenson.

DIVISION CHIEF'S REPORT by Captain Josh Ambach

B13-2 Upfit Update:

Brush 13-2 is still at Racom due to delayed parts. Racom has had the apparatus since December 15th. They estimate their work will take a few more weeks. We are holding them to their original quote. There are four more items to complete after Racom is finished so Raycom's delay has delayed our final completion date. We are hoping the upfit will be complete by the beginning of wildland fire season.

Operations Report:

Preparations are being made for Fire Academy 2026. We should have approximately 7 firefighter recruits for Academy this year. Graduates will be able to test for Firefighter 1, Hazmat Operations, and Hazmat Awareness. We currently have 15 firefighters who have successfully achieved those qualifications.

Chief Bement stated our WSRB review for grading is scheduled on February 25. Our goal is to improve our rating from a 6 to a 5. WSRB has not requested any reports or documentation prior to the review. As we were very close to a rating of 5 when last reviewed in 2021, we are hopeful our continued improvements will help to achieve the better rating.

Training Division Report:

Trainings have been hitting all the annual requirements, preparing all for a whole new season. Wildland Mobilization training will begin next month. Lieutenant Carleen is providing good weekly training for Shift Volunteers while on shift during the day. The Firefighters appreciating the training and the community sees more frequent use of the burn building. Commissioner Phelps asked who initiated the weekly training program for Shift Volunteers. Division Chief Ambach replied it was a group effort, using materials from Valley Fire. He stated that Lieutenant Carleen was tasked with the project last year and is now implementing it. Chief Bement commented that Chief Cooke had previously developed some Company Performance Standards, (CPS's), which were a variation of what Valley Fire uses. Chief Bement stated we have obtained our training program materials from Valley Fire and have made them our own.

AUXILIARY REPORT

Fire Auxiliary representative, Josh Ambach, reported the current auxiliary balance is $5,600.00. They recently paid $3000 toward Rescue 42 Struts and Cribbing. Due to spending for meals and other expenses, they were not willing to give more. The Auxiliary has had no meetings since Breakfast with Santa. Josh Ambach is stepping down from the Auxiliary due to his increased responsibilities as Division Chief. Firefighter Connor Hunnel will be our department representative with the Auxiliary.

UNFINISHED BUSINESS

2026 Salary & Stipend Schedule:

- Volunteer Shift Labels & Minimums

Robin presented and explained the changes in volunteer shift labels and monthly minimums as follows:

1) "Extra Resident Night Shift" was renamed "Volunteer Night Shift" as all volunteers, not just Resident Firefighters, would like the opportunity to fill a night shift at the station.
2) "Volunteer 8HR Shift" was renamed "Volunteer Day Shift" as the shift has a minimum 8 hour expectation, but some volunteers would like to fill as many as 12 hours during the day.
3) "Volunteer Training Shift 4HR" was renamed "Volunteer Training Shift" as it is designed for shorter shifts focused on training, for both the trainers and trainees, and is not tied to hours.
4) The 24HRS minimum shift coverage per month before Shift Volunteers earn stipends was changed to a minimum of 3 shifts.

After reviewing the 2026 Salary & Stipend Schedule with changes in Volunteer Shift Labels and Minimum requirements, Commissioner Phelps motioned to approved the updates to the 2026 Salary & Stipend Schedule as presented; Commissioner Gleckler seconded the motion; Chair Kaiser called for the vote, which passed unanimously.

NEW BUSINESS

Final Levy Amounts from Spokane County Assessor:

Robin presented and reviewed the final tax levy figures received from the Spokane County Assessor, dated January 21, 2026. The final 2026 Regular Levy amount is $811,027.24, which includes a refund amount of $1,829.40. Then final EMS Levy amount is $364,123.98, which reflects the EMS Levy renewal. The renewal resets the EMS Levy rate at $0.50 per $1000 of assessed property value. We are in year 1 of 6 for the EMS Levy renewal. Chief Bement commented it would be nice if the county assessor would include the year of the Levy Lid Lift as they do with the EMS Levy renewal. We are in year 2 of 4 of the Regular Levy Lid Lift, which allows an increase up to 3% per year; the increase limit on the EMS Levy is 1%. The total assessed property value of the district is: $727,957,577.00. The total tax revenue for the 2026 Operating Budget is: $811,027.24 Regular Levy + $364,123.98 EMS Levy = $1,175,151.22. The 2026 Operating Budget is adjusted accordingly to reflect the final levy figures.

Budget Adjustments:

Robin reviewed the necessary budget adjustments as highlighted on the 2026 Budget Adjustment Proposal previously sent to commissioners for preview. Final Tax Revenue figures were entered on the 2026 Budget Adjustment, with the increase of $635.89 applied to SCBA Supplies for a balanced budget. The original Beginning Fund Balances were estimates, adjusted to actual amounts after final reconciliations. End fund balances were adjusted accordingly. The EMS Trauma Pass-Through State Grant amount of $965.00 was adjusted on the 2026 Operating Budget on the revenue side as well as the expenditure side, as we run a balanced budget with equal revenues and expenditures.

- **RESOLUTION 2026-2 Authorizing Budget Adjustments**

After reviewing the 2026 Budget Adjustments attached to Resolution 2026-2, Commissioner Phelps motioned to approve Resolution 2026-2 as written; Commissioner Gleckler seconded the motion; Chair Kaiser called for the vote, which passed unanimously.

PUBLIC COMMENTS

Dave Pfeiffer announced the Moab Irrigation board will vote tonight on the fire district's water usage. Division Chief Ambach stated they just need to sign the agreement we sent over if approved. Chief Bement stated a photocopy of the signed agreement will be acceptable. A question regarding the water pressure level in Station 1 was discussed. The 40 pounds of water pressure is due to having two backflow check valves on the same line. Although we are not using the sprinkler system, backflow testers Cutting Edge checked with the Department of Health and verified we must test all five backflows every year whether we use them or not since the system is underground. The entire system would have to be removed to avoid the annual backflow testing requirement.

GOOD OF THE ORDER

- Everything should be in order for the NW Leadership Seminar in Portland March 4-6.
- Commissioners should let Robin know if they want to register for the WFCA Spring Series on Open Public Records & Meetings in Spokane on March 14. Commissioners are required to complete this training within 90 days of taking office and complete a refresher course every 4 years while in office. Robin said records show Commissioner Phelps last completed the course in 2023; Chair Kaiser last completed the course in 2024; and newly voted in Commissioner Gleckler completed the course the beginning of 2026.
- For officials who prefer to complete the required courses online, MRSC offers webinars in March and April. The cost is roughly the same as the in person Series in Spokane presented by Attorney Brian Snure. One advantage of the in person Series is the opportunity to ask questions of Brian Snure.
- Chair Kaiser announced the Newman Lake Community Cleanup and Dock Demo is scheduled for April 25th from 9AM to 11AM. Division Chief Ambach stated the department will have a fire truck there but will limit our involvement in the event. We are seeking opportunities to obtain funding for a Clean Green event in the future when federal and state funds are no longer locked up.

ADJOURNMENT

As there was no other business, the meeting was adjourned at 1:48 p.m.

Ben Kaiser, Chairperson — 3/19/26 Date

Robin Harbin, District Secretary — 3-19-2026 Date