

NEWMAN LAKE FIRE & RESCUE
Spokane County Fire District No. 13
Minutes for February 15, 2024
BOARD OF FIRE COMMISSIONER MEETING

CALL TO ORDER

The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 met on February 15, 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

CONSENT AGENDA

The consent agenda consisted of the meeting minutes for January 11, January 18, and January 24, 2024; Financial Reports; Approval of Warrants #11954 - #11996 in the amount of \$36,630.37, Payroll Taxes in the amount of \$5,967.28 and DRS Pension in the amount of \$3,396.50. Commissioner Kaiser motioned to accept the consent agenda; Commissioner Phelps seconded; Commissioner Phelps called for the vote, which passed unanimously.

AUXILIARY REPORT

Faye Le Grand reported the Fire Auxiliary balance is \$9,280.31 which includes a donation of \$3,240.00 from two NLFR firefighters – Dave VanDerostyne and Kasey Hendrickson. The firefighter donation was made with a request that it go for materials necessary to insulate the workout area in the Annex. Breakfast With Santa was discussed at the February Auxiliary meeting. As some children are selecting gifts for too many people, changes may be needed to ensure gifts are being selected for immediate household members only. Josh Ambach has stepped up as Auxiliary Secretary.

CORRESPONDENCE

Thank you and donation from Ann and Dave Martin: Ann and Dave Martin sent a thank you note for the service NLFR provides to our community as well as a donation in the amount of \$3500.00 for the purchase of firefighter pants and coats. The donation will allow the department to purchase five sets of support firefighter pants and coats at a cost of \$825.55 each.

HUB International Northwest Insurance: Kristen Drummond of HUB International Insurance sent a sales letter. Commissioner Phelps suggested we ask for references since we are not aware of any fire agencies using this insurance company.

Jim Hawvermale, Spokane County Assessor's Office – EMS Levy Renewal: Jim Hawvermale sent an email confirming our EMS Levy expires in 2025. We will need to place renewal of the EMS Levy on the ballot in 2025 to begin again in 2026.

FIRE CHIEF'S REPORT

Calls/Training/Staffing/Apparatus/Facilities: Chief Bement reported we had 14 calls in January, up from 8 in 2023 – a 57% increase; as of today's date, we have had 20 calls so far in February. Trainings have included Maintenance of Apparatus; Annual CPR Refresher; Annual Blood Borne Pathogens; and Annual Safety Update. Volunteer Firefighter Michelle Breach has returned from her Walk Across America and is responding on calls. Tender 1 is having starter issues; Tender 3 is still in service at Station 2. Probable vandalism to the heat pump behind Station 1 resulted in the need to have the fan and fan motor replaced. All gates to the back area are now padlocked.

DNR Grants – 2024 Phase 1 and 2024 Phase 3: The department has applied for two DNR grants. The Phase 1 grant is a 50/50 matching grant enabling the purchase of \$6,400 worth of wildland gear and equipment for \$3,200. Items purchased will include three radios, wildland helmets, shrouds, canteens, and a training shelter. The Phase 3 grant is in the amount of \$3,900 to purchase eight wildland shelters.

AFG Grant – Firefighter Gear: Chief Bement, Captain Josh Ambach, and Robin are working together to write an AFG grant to replace twenty-six (26) sets of older structural PPE.

UNFINISHED BUSINESS

Levy Lid Lift – Next Community Meeting: The next community meeting was scheduled for Monday, March 18th, at 6:00 p.m. Robin presented possible informational charts for the next community meeting. Chair Weyrauch keeping handouts clear, simple, and concise. Handouts should be easily understood without explanation needed. Voters need to know how passing a levy lid lift or not passing a levy lid lift will impact them. WSRB, the Washington State Ratings Bureau, may be able to provide information on insurance rating impacts if a levy lid lift is not passed.

NEW BUSINESS

Resolution 2024-2 Surplus/Sale of Command 13-3, 2003 Chevy Tahoe: Duty Officer, Captain Bob Kolva, currently drives Command 13-3 which is beginning to face repair needs such as air conditioning. Captain Kolva believes we can sell the 2003 Chevy Tahoe for a minimum of \$3500. Commissioner Kaiser motioned to approve Resolution 2024-2 as written to surplus and sell Command 13-3, a 2003 Chevy Tahoe; Commissioner Phelps seconded; Chair Weyrauch called for the vote, which passed unanimously.

District 9 Surplus Vehicles – 2015 Ford Expedition: Chief Bement presented details on a 2015 Ford Expedition being surplused and sold by District 9 for \$5600. It is fully outfitted with all emergency lights, sirens, striping, and radios and has only 85,598 miles of light use as a non-response command vehicle. After reviewing the vehicle information provided by Chief Bement, Commissioner Phelps motioned to purchase the 2015 Ford Expedition from District 9 at the asking price of \$5600; Commissioner Kaiser seconded; Chair Weyrauch called for the vote, which passed unanimously.

Lexipol Policy 216 – Payroll and Timekeeping Policy: The Payroll and Timekeeping Policy was presented by Chief Bement which states timesheets are due the 5th day of the following month; properly filled out timesheets include the date worked, the total number of hours worked per day, and a brief description of work performed or completed on each day; improperly formatted

timesheets will be returned to the member for correction and resubmission; late timesheets will be processed the following month. Basic crew requirements for State Mobilization Deployment Reimbursements is also listed in Policy 216. Chief Bement will establish detailed procedures for both regular timekeeping and Wildland/Hazard deployments in the next month. Commissioner Kaiser motioned to approve Policy 216 as written; Commissioner Phelps seconded; Chair Weyrauch called for the vote, which passed unanimously.

Fire Sprinkler System Proposal – Inspection Deficiency Repairs: Two non-critical deficiencies were noted on our Station 1 2024 annual fire sprinkler inspection completed by McKinstry, the company that installed the fire sprinkler system. McKinstry quoted \$6,249.26 to bring the system into compliance. Robin will research this further.

Captain’s Report: Captain Josh Ambach reported that insulating the Annex workout area, funded with donations to the Auxiliary by Dave VanDerostyne and Kasey Hendrickson, is about 75% complete. Ten volunteers gathered to work on the project last Saturday and will gather again to finish it up this weekend. Due to the heat pump being vandalized, padlocks have been placed on all the gates. Captain Josh is also pricing out security camera systems to cover the main building, Annex, and burn building. Adequate systems are priced at \$500 to \$1000. Commissioners also suggested installing motion sensor lights along with the security cameras. Replacing the damaged fan and motor in the heat pump will cost approximately \$1200.

PUBLIC COMMENTS

Faye Le Grand expressed concern about the fire on Saturday as it was near her house. If this is the same property that had another fire several years ago, Faye asked if there is anything that can be done to prevent further fires that may threaten neighboring properties. Captain Josh Ambach stated that this was not the same property with the previous fire. Chair Weyrauch said fire damage to neighboring properties would be a homeowner’s insurance issue.

GOOD OF THE ORDER

Review of Meeting With SVFD: Chief Bement and Chair Weyrauch met with Chief Soto on January 29th after SVFD was contacted by a Newman Lake community member. Chair Weyrauch reported the following points made by Chief Soto:

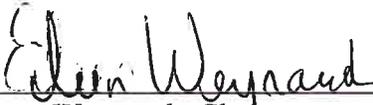
- If NLFR is unable to respond to a call in our district due to lack of staff/volunteers, and the caller requests assistance from SVFD, SVFD will charge the homeowner for providing services outside their district.
- We need to find out the age of the majority of our population as those over the age of 65 rarely obtain information from social media. A realtor-style box outside the station containing printed department information may provide more accessible information to this population.
- The levy does not pay for calls, it pays for equipment, personnel, and buildings.
- We need to explain the simplicity of how property owners pay their taxes.
- Other suggestions included creating short recordings for our website with little informational soundbites; creating and posting clear/concise PowerPoint presentations; and quickly addressing any misleading information put out by the public.

Chief Bement stressed the importance of having people at the station to respond in the appropriate apparatus. Although we have had to make cuts to our shift volunteer program, we are working hard to keep quick response times by having our two top responding duty officers take home medical and command response vehicles. This has helped us maintain response times despite dramatic increases in call volume.

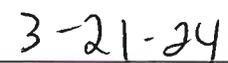
NLPOA Newman Lake Clean Green Day: Usually held at the public boat launch, it is being planned for either the 3rd or 4th Saturday in April.

ADJOURNMENT

As there was no other business, the meeting was adjourned at 2:51 p.m.



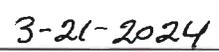
Eileen Weyrauch, Chairperson



Date



Robin Harbin, District Secretary



Date