

**NEWMAN LAKE FIRE & RESCUE**  
**Spokane County Fire District No. 13**  
Minutes for February 20, 2025  
**BOARD OF FIRE COMMISSIONERS MEETING**

**CALL TO ORDER**

The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 met on February 20, 2025, at 1:00 p.m. at Station No. 1, 9324 N Starr Rd., Newman Lake, Washington.

**ROLL CALL**

Board: Commissioners Teresa Phelps, Ben Kaiser, and Eileen Weyrauch  
Others Present: Chief Daron Bement, Captain Josh Ambach, Lieutenant Carleen VanDerostyne, Secretary Robin Harbin, and community members Dave and Kathy Pfeiffer

**CONSENT AGENDA**

The consent agenda consisted of the meeting minutes for January 9 and January 16, 2025; Financial Reports; Approval of Warrants #12442 - #12494 in the amount of \$74,370.38; Payroll Taxes in the amount of \$8,037.53; and DRS Pension in the amount of \$4,032.07. Commissioner Kaiser motioned to accept the consent agenda; Commissioner Weyrauch seconded; Chair Phelps called for the vote, which passed unanimously.

Secretary Harbin highlighted the fact that this month's accounts payable is more than usual, partly due to approximately \$12,000 from the apparatus fund to repair and equip the donated 2012 Chevy Tahoe, partly due to the addition of a full-time training officer, and partly due to the need to pay two months' worth of health insurance premiums which will now be paid a month in advance as required.

**AUXILIARY REPORT**

Auxiliary member Josh Ambach reported the Fire Auxiliary balance is: \$6,835.00 This is the balance after purchasing new jackets for commissioners and volunteers. The Auxiliary will do a final review of Breakfast with Santa and begin planning the 2025 Hot Dog and T-Shirt sale at their next meeting to be held March 3<sup>rd</sup>. There will be no more online T-Shirt sales due to the difficulties in product pick up. There are over 30 unclaimed T-Shirts from the past three years.

**CORRESPONDENCE**

- The department received a letter from Moab Irrigation stating the administration charge for 2025 will be \$517.72, an increase of \$308.76 over the 2024 administrative fee.
- A kind thank you card, and loaf of banana bread, were received in appreciation of the recent life-saving efforts provided by our department. Our quick response time and adequate personnel made all the difference toward a positive outcome for this community member!

## **FIRE CHIEF'S REPORT by Chief Daron Bement**

### **UTV used for patient extraction:**

When the patient's driveway was inaccessible, we were able to get to the patient with the UTV and use the patient transport slide-in to provide medical care while transporting to the ambulance.

### **1301, 1302, and B13-3 updates:**

Radios, striping and decals are scheduled to be installed/applied to 1301 and 1302 in the next two weeks. When complete, photos of the vehicles will be posted for the community. The inspection and improvements needed for Brush 13-3 will be covered by DNR.

### **Calls, Staffing, Apparatus, Training:**

- We had 17 emergency calls in January, a 21% increase from January 2024.
- Recruit Academy is starting in two weeks with 15 new recruits.
- We currently have 52 department members. Additional member applicants will be placed on a waitlist.
- Chief Bement and Andrea Licari are now Fire Investigator Techs.
- Chief Bement passed his Instructor 2 exam.
- January 2025 training included Apparatus Maintenance, Ice Rescue, 2025 Goals and Objectives, Rope Rescue 1, and CPR Refresher.

## **CAPTAIN'S REPORT by Captain Josh Ambach**

### **DNR Grants:**

- Brush 13-3 is owned by the US Forest Service but has been signed over to our department by DNR agreement. Included in that agreement is up to \$20,000 for new tires and necessary repairs.
- The 2025 DNR Phase 1, 50/50 Grant order, was submitted February 18. We were able to order over \$5000 worth of wildland tools, gear, and PPE for half the cost, spending approximately \$2600.

### **Facilities Report:**

- The source of the rotten egg smell that permeated Station 1 was the water heater. The smell dissipated after the water heater was drained and cleared of deposits.
- The mother board went out on the resident washer. A new washer/dryer set was purchased from Home Depot. The department saved approximately \$1200 by taking advantage of the President's Day Sale and promotional discounts.

### **Sale of Tender 13-1:**

- Surplused Tender 13-1 was sold to WM. Winkler Company on February 3, 2025 for \$25,000.
- Captain Bob Kolva will be posting an article about the newly acquired command vehicles and brush truck after they have been equipped, detailed, and put in service.
- A few low offers have been received on old Command 13-1. It is now listed on a public fire sales site and may go to auction at a later date.

## **UNFINISHED BUSINESS**

### **EMS Levy Renewal – August 5, 2025 Primary Election:**

- **RESOLUTION 2025-4 EMS Levy Renewal**

This resolution approves placing the EMS Levy Renewal on the August 5, 2025 ballot. The resolution and supporting paperwork must be submitted to the county elections department by May 2, 2025. Since this a renewal and not a new levy, the EMS Levy must be renewed for the same period of six years. After review, Commissioner Weyrauch motioned to approve Resolution 2025-4 as written; Commissioner Kaiser seconded the motion; Chair Phelps called for the vote, which passed unanimously.

## **NEW BUSINESS**

### **Chief Bement Vacation April 4-12, 2025:**

Chief Bement sought approval to take vacation April 4-12, 2025 in compliance with Article 6, Section 1b of his employment agreement. The commissioners unanimously approved the vacation period as presented.

### **2025 Budget Review:**

- **RESOLUTION 2025-5 Budget Adjustments**

Robin presented data showing the actual and final 2025 levy amounts from the county, beginning fund balances, and confirmed 2025 grant awards. Robin noted that the 2025 operating budget was based solely on 2025 tax levy amounts and did not include any carryover balance from 2024 as the carryover balance must sustain the district through the first five months of 2025 until taxes begin to come in. The 2025 budget adopted in November 2024 was \$1,012,221.00. Uncollected 2024 taxes in the amount of \$657.79 were refunded by the county and added onto the amount to be collected in 2025, making the total 2025 budget \$1,012,878.79. After review, Commissioner Weyrauch motioned to approve Resolution 2025-5 as written; Commissioner Kaiser seconded the motion; Chair Phelps called for the vote, which passed unanimously.

### **Transfer proceeds from sale of Tender 13-1 to Apparatus Fund:**

- **RESOLUTION 2025-6 Transfer of Funds F32 to F61**

The \$25,000 received from the sale of Tender 13-1 was deposited into the operating fund as are all deposits. The resolution approves the transfer of the proceeds into the apparatus capital fund. After review, Commissioner Kaiser motioned to approve Resolution 2025-6 as written; Commissioner Weyrauch seconded the motion; Chair Phelps called for the vote, which passed unanimously.

## **PUBLIC COMMENTS**

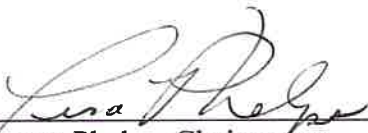
Dave Pfeiffer asked if the district makes sure all fire hydrants are accessible. The hydrants belong to Moab Irrigation, but the district encourages community members to keep their nearby hydrants cleared of brush and snow. Captain Josh stated that our Streetwise Software and map books show hydrant locations. Lieutenant Carleen reported we have not encountered any inaccessible hydrants. However, commented Commissioner Kaiser, an “Adopt-a-Hydrant” program would be beneficial toward assuring cleared access to hydrants.

**GOOD OF THE ORDER**

- With the goal of holding a community meeting at least once per quarter, the first community meeting was scheduled for Tuesday evening, March 25, 2025, from 6:30 p.m. to 8:00 p.m. The community meeting will be announced on Facebook, the district website, the NLPOA mass email, and posted on the grange readerboard, post office, Newman’s Pour and Pies, and at the station. Other mass email notification channels may also be used to get the announcement out.
- Final preparations have been made for travel and accommodations for the NW Leadership Seminar to be held in Portland, Oregon March 5-7, 2025. Commissioners and Chief Bement will be attending.
- Captain Josh reported our department has again received kudos from SVFD for our response on an emergency call near us but within their borders. We were first on scene at a motor vehicle accident today near Trent and Moose Lane. We immediately assessed the scene and administered patient care before SVFD arrived.

**ADJOURNMENT**

As there was no other business, the meeting was adjourned at 1:45 p.m.

  
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Teresa Phelps, Chairperson

3-21-25  
Date

  
\_\_\_\_\_  
Robin Harbin, District Secretary

3-20-2025  
Date