

NEWMAN LAKE FIRE & RESCUE
Spokane County Fire District No. 13
Minutes for May 14, 2026
BOARD OF FIRE COMMISSIONERS MEETING

CALL TO ORDER

The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 met on May 14, 2026, at 1:00 p.m. at Station No. 1, 9324 N Starr Rd., Newman Lake, Washington.

ROLL CALL

Board: Vice Chair Teresa Phelps; Chair Ben Kaiser participated remotely via Microsoft Teams
Others Present: Chief Daron Bement, Division Chief Josh Ambach, Training Officer Carleen Beauchene, Secretary Robin Harbin, and Community Members Dave Pfeiffer and Bill Jackman

CONSENT AGENDA

The consent agenda consisted of the meeting minutes for April 16, 2026; Financial Reports; Approval of Warrants #13199 - #13261 in the amount of \$64,982.93; Payroll Taxes in the amount of \$7,779.13; and DRS Pension in the amount of \$3,795.16. Chair Kaiser motioned to accept the consent agenda; Vice Chair Phelps seconded the motion; Vice Chair Phelps called for the vote, which passed unanimously.

CORRESPONDENCE

Moab Irrigation – Bill Jackman:

Information brought to the department by Bill Jackman a few days earlier were emailed to the commissioners prior to the meeting for their review. Bill Jackman stated he met with Chief Bement regarding Moab Irrigation district's emergency process to include calling 911 in the rare event of a true water emergency. His goal is to establish open communication and collaboration with the fire department. Moab Irrigation is holding a board meeting tonight. They are planning to hire an interim manager. They will provide the fire department with two or three Moab Irrigation contacts following the meeting. Bill stated that as a resort community, it is important for all to have appropriate procedures and contacts for true water emergencies.

FIRE CHIEF'S REPORT by Chief Daron Bement

General Message:

- Fire Officer 1 classes are completed. All from our cadre of attendees passed the practical exam; only a few retakes are needed on the written tests.
- Academy 2026 continues. We started with 9 and are now at 7 due to attrition.
- According to our initial draft letter, we have improved our WSRB rating from a 6 to a 5. Our score was a 4.4. DC Ambach reported we are trying to move our May 27th meeting with WSRB to an earlier date. Chief Bement stated an official press release will go out to the community once the improved rating is finalized by WSRB.

Calls, Staffing, Apparatus, Training:

- We had 13 incident responses in April 2026, a decrease from 28 in April 2025
- Our year-to-date total calls is 66 as of April 30, 2026, a slight decrease from 2025.
- Two recruits have resigned due to time constraints and personal reasons.

- We have brought on one additional EMT/Wildland Firefighter and will be interviewing a second one tonight.
- Two Apparatus Operators have started with us in the past months. They are both Community Volunteers. We welcome Scott Lasher and Rich Peplinski in these roles.
- The Brush 13-2 Upfit has been completed and is in full service. Thanks to all who assisted with this project, getting it put in service.
- April training included: Awards Dinner; EMT OTEP; Live Fire Prep-Ladders/Vent/Search/Hose Deployment; HAZMAT Operations; and Tech Rescue-Ropes/Knots

DIVISION CHIEF'S REPORT by Captain Josh Ambach

B13-2 Upfit Update:

The Brush 13-2 Upfit is complete. With only one outstanding final invoice for electrical work, we estimate to come in under budget by about \$21,000. We found a truck bed for the old Brush 13-2 chassis on Facebook Marketplace for only \$3000. After purchase, the truck bed will turn the old chassis into a utility vehicle for the department. This will give us two trucks for less than the budget of one.

Operations Report:

A wildland mobe team meeting is scheduled for June 4th. The meeting will go over expectations and requirements and determine eligibility to deploy on mobilizations.

Training Division Report:

Training Officer Carleen Beauchene gave a briefing on Fire Academy 2026. We originally scheduled an end date of August 1st. However, all participants will complete their HAZMAT requirements at District 4, which will move our completion date up to June 19th. WSP Fire Marshall Brian Oberhauser has brought a burn box, fire dynamics props, and a forcible entry prop for our Academy use. We will swap with District 9 when ready to use their roof access prop.

AUXILIARY REPORT

Division Chief Ambach relayed Auxiliary President, Kelli Lemley's report:

The Auxiliary balance remains the same – no amount was provided.

The annual T-Shirt and Hot Dog Sale will be held on July 4th from 11AM to 2PM. T-Shirt design entries are due by June 16th. The idea of selling T-Shirts at the dock as well as at the fire station was mentioned. However, it is not likely this will be feasible due to lack of volunteers to run it. Since the district does their annual fire truck parade on the 4th of July, the district is discussing how to coordinate the parade with the T-Shirt and Hot Dog Sale.

UNFINISHED BUSINESS

Increase Maximum Imprest Fund Balance:

Secretary Harbin presented a resolution to increase the maximum imprest fund balance from \$1003.55 to \$2000.00 as discussed during the April 16, 2026 meeting.

- **RESOLUTION 2026-6 Increase Maximum Imprest Fund Balance to \$2000**
After reviewing the resolution, Chair Kaiser motioned to approve Resolution 2026-6 as written; Vice Chair Phelps seconded the motion; Vice Chair Phelps called for the vote, which passed unanimously.

Change Mail Delivery from PO Box 70 to 9324 N Starr Rd (Discussed 9/18/2025)

Secretary Harbin presented a resolution to change the mail delivery address for the district due to increased costs for a post office box, which is currently \$360 per year. The postmaster came to Station 1 last October and identified the ideal location for the locking mail receptacle. An appropriate mail receptacle was ordered and installed this spring.

- **RESOLUTION 2026-7 Change Mail Delivery from PO Box 70 to 9324 N Starr Rd**
After reviewing the resolution, Chair Kaiser motioned to approve Resolution 2026-7 as written; Vice Chair Phelps seconded the motion; Vice Chair Phelps called for the vote, which passed unanimously.

Print Shop Quotes for Smoke Signals Newsletter

Secretary Harbin presented two quotes received of the four requested for printing the Smoke Signals Newsletter. The quotes were requested due to the previous printer, Lithograph Reproductions, selling to Brand Boost Prints. Brand Boost Prints is willing to continue printing the Smoke Signals Newsletter and provided a quote less than half that received from Minuteman Press.

NEW BUSINESS

Policies 219 & 220 – Meal Expenditures for District Functions; Annual Service Awards

Chief Bement reviewed policies 219 and 220, written in response to previous audit findings, where meal purchases for district officials attending meetings and events, as well as meal expenditures for the Annual Service Awards dinner must be approved and governed by district policy. After reviewing Policy 219, Meal Expenditures for District Functions, Chair Kaiser motioned to approve Policy 219 as written; Vice Chair Phelps seconded the motion; Vice Chair Phelps called for the vote, which passed unanimously. After reviewing Policy 220, Annual Service Awards, Chair Kaiser motioned to approve Policy 220 as written; Vice Chair Phelps seconded the motion; Vice Chair Phelps called for the vote, which passed unanimously.

PUBLIC COMMENTS

Chief Bement presented a draft announcement to the community regarding Moab Irrigation's plan to instruct their customers to call 911 in the event of a water emergency. The fire district is here to serve the community, but we must ensure 911 is not called for minor, non-emergency water issues. DC Ambach asked if Moab Irrigation intends to have the fire district fulfill their rule requirement for secondary coverage. Moab Irrigation's plan to have customers call 911 has not yet been passed through their board, according to Dave Pfeiffer. Vice Chair Phelps requested that Moab Irrigation assign an individual to present board approved actions which involve the fire district to fire district officials. The fire district will hold off on putting out an announcement about calling 911 for true emergencies. The announcement may not be necessary if Moab Irrigation does not instruct its customers to call 911.

GOOD OF THE ORDER

May 19, 2026 Community Meeting Agenda:

Secretary Harbin reviewed and confirmed the topics for the upcoming Community Meeting to include:

- Brush 13-2 Upfit
- Wildfire Neighbor Ready Surveys
- WSRB Rating

- 2026 Budget Position
- Announcement for the 4th of July Fire Auxiliary T-Shirt and Hot Dog Sale.

ADJOURNMENT

As there was no other business, the meeting was adjourned at 1:51 p.m.



Ben Kaiser, Chairperson

6/18/26

Date



Robin Harbin, District Secretary

6-18-2026

Date