

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
NORTH-WEST FIRE PROTECTION DISTRICT
HELD
March 8, 2017

A regular meeting of the Board of Directors of the North-West Fire Protection District (referred to hereafter as "Board") was convened on Wednesday, the 8th day of March 2017, at 7:00 P.M., at the District's Fire Station No. 2, 21455 Highway 285, Fairplay, Colorado.

ATTENDANCE

Directors in Attendance Were:

Will Crago, Vice President/Acting Chairman
Tom Nourse, Secretary
Maria Mitchell, Treasurer

Directors Absent Were:

William "Bill" Pike, President (excused)

Also in Attendance Were:

Kristy Olme, Chief; North-West Fire Rescue
Matt Court, Esq.; Ireland, Stapleton, Pryor & Pascoe, P.C.
Kammy Tinney and Teresa Adler; Pinnacle Consulting Group, Inc. (via video conference)

Acting Chairman Crago called the meeting to order at 7:05 P.M. Following discussion, upon motion duly made by Director Mitchell, seconded by Director Nourse and, upon vote, unanimously carried, the absence of Director Pike was excused.

Acting Chairman Crago declared that a quorum of the Board was present, with three of four members in attendance. There is one vacancy on the Board.

ADMINISTRATIVE MATTERS

Agenda: Chief Olme distributed for the Board's review and approval a proposed agenda for the regular meeting. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Nourse and, upon vote, unanimously carried, the agenda was approved as presented.

Disclosure of Potential Conflicts of Interest: Acting Chairman Crago inquired whether there were any conflicts to disclose by Board members present, which have not already been adequately disclosed. Director Crago commented that he owns Equilibrium Architecture, the company that designed the deck for Station No. 2.

Minutes: The Board reviewed the minutes of the February 8, 2017 regular meeting. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Nourse and, upon vote, unanimously carried, the Board approved the minutes of the February 8, 2017 regular meeting, as presented.

Board of Directors Vacancy: Director Crago and Director Mitchell reported that they reached out to community members who they felt may have an interest in serving on the Board. To date, none of those contacted have expressed an interest in serving on the Board.

Community Comments: There were no members of the public in attendance.

Directors' Items: Director Crago reported that he anticipates several scheduling conflicts with the District's regular meeting schedule in 2017, and requested that the Board consider excusing his absences as needed.

DEPARTMENT/
PERSONNEL
MATTERS

Chief's Report: Chief Olme reviewed with the Board the written report detailing February activity, noting that there were 35 calls in February.

Operations/Personnel Matters. Chief Olme reported that the District currently has 13 paid personnel (two part-time, eleven full-time), 20 active volunteers, and one active volunteer retiree.

Chief Olme reported that she and Captain Cravener attended the first of the three course Public Safety Leadership Program presented by the Colorado State Fire Chiefs in early March.

Vehicles/Equipment Status. Chief Olme reported that Tender 43 is not starting properly. Staff is considering the cause, which may be as simple as the need for a new battery. All other vehicles are in good working order.

Station Nos. 1 and 2/Facilities. Chief Olme reported that installation of the generator for Station No. 2 is underway. The required automatic transfer switch was delivered, and Chief Olme expects final installation within the next two weeks.

Chief Olme reported that proposals from additional suppliers for the purchase and installation of an elevated fuel tank at Station No. 2 are pending and she will forward to the Board via email upon receipt.

Chief Olme reported that shower and kitchen improvements for Station No. 1 are in progress, but are not the District's highest priority until there is a regular crew stationed there. The living/office space project at Station No. 2 also remains in the District's improvement plans, but is not currently a high priority.

Chief Olme noted that permits were acquired for construction of the Station No. 2 deck, but the project is on hold due to frozen ground. Utility locates are complete, and crews will drill and place the pillars once the ground is thawed.

Grant Funds. There was no new information to report.

HazMat. Chief Olme reported that the District has the opportunity to participate in additional HazMat training with Summit County.

Fire Prevention/Public Education. Chief Olme reported that Risk Watch for K-2nd grade is ongoing throughout the school year. Additional information regarding fire department and District operations will be distributed as part of the Risk Watch Program in the coming months.

Training. Chief Olme reported that she submitted the District's counter proposal to the High-Country Training Center requesting \$10,000 and two live burn training sessions per year for the next five years in exchange for the District's Scott SCBA Airpacks. The counter proposal will be presented to the Board of Directors of High-Country Training Center for consideration.

National Wildland Call-Out. Chief Olme reported that Engine 41 was deployed to Kansas on March 6th. Brush 42 and Tender 42 remain on the National Availability Call-Out List.

Inspections. Chief Olme reported that fire code compliance inspections are ongoing, and all three shifts are performing routine inspections.

Upcoming Projects. Chief Olme reported that planning continues for the Brush 42 truck replacement due to wear and tear from frequent deployment.

Chief Olme reported that the new property owner in Warm Springs who is interested in discussing a reconfiguration of the District-owned land in the Warm Springs subdivision plans to address the Board at the regular meeting in April.

Expenditure Request(s): There were no expenditure requests submitted for Board consideration.

FINANCIAL
MATTERS

Ratify Payment of Claims: Ms. Adler reviewed expenditures with the Board for the period January 31, 2017 through March 1, 2017, totaling \$106,546.93. Following review and discussion, upon motion duly made by Director Crago, seconded by Director Nourse and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period January 31, 2017 through March 1, 2017, totaling \$106,546.93.

Review and Approve March Payables: Chief Olme reviewed with the Board the March payables previously distributed to the Board via email. Following discussion, upon motion duly made by Director Nourse, seconded by Director Mitchell and, upon vote, unanimously carried, the Board approved the March payables and authorized Chief Olme to schedule payment through First Bank.

Unaudited Financial Statements and Cash Position Statement: Ms. Adler reviewed with the Board the unaudited Financial Statements for the period ending December 31, 2016, and the Cash Position Statement for the period ending March 1, 2017.

Following review and discussion, upon motion duly made by Director Nourse, seconded by Director Mitchell and, upon vote, unanimously carried, the Board accepted the unaudited Financial Statements for the period ending December 31, 2016, and Cash Position Statement for the period ending March 1, 2017, as presented.

Ms. Adler reported that the District's auditor was on site this week to begin preparation of the 2016 audit. The auditor is scheduled to present the final audit to the Board at the regular meeting in June.

LEGAL MATTERS Attorneys' Report: Attorney Court reviewed the written attorneys' report with the Board.

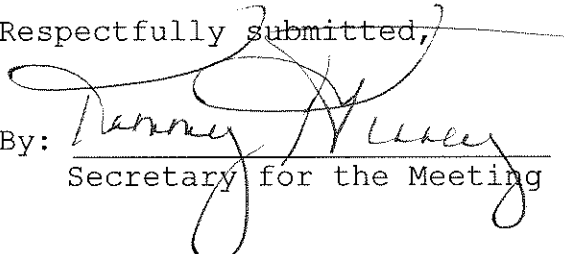
2017 Legislative Update: Attorney Court discussed with the Board the status of several bills currently pending before the Colorado legislature that, if passed, could impact the District.

Impact Fees and Boundary Realignment: The Board determined to defer discussion by Attorney Court of the rules surrounding the District's ability to collect impact fees and regarding fire protection district boundary realignments until the regular meeting in April, when all Board members are in attendance.

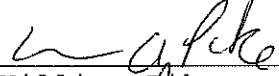
COMMUNITY MATTERS There were no members of the community present.

OTHER BUSINESS There was no other business brought before the Board for consideration.

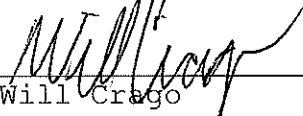
ADJOURNMENT There being no further business to come before the Board, upon motion duly made by Director Mitchell, seconded by Director Nourse and, upon vote, unanimously carried, the meeting was adjourned at 7:56 P.M.

Respectfully submitted,

By: Nancy A. Leary
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE
MARCH 8, 2017 REGULAR MEETING OF THE NORTH-WEST FIRE
PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS
SIGNING BELOW:

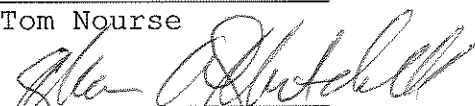


William Pike



Will Craig

Tom Nourse



Maria Mitchell