

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE NORTH-WEST FIRE PROTECTION DISTRICT

HELD

April 12, 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 12th day of April 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; Pinnacle Consulting Group, Inc. (via video conference)
Kim Castellano; Resident

Acting Chairman Crago called the meeting to order at 7:00 P.M. Following discussion, upon motion duly made by Director Nourse, seconded by Director Mitchell 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 Agenda: Chief Olme distributed for the Board's review and
MATTERS approval a proposed agenda for the regular meeting. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Crago 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 March 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 March 8, 2017 regular meeting, as presented.

Board of Directors Vacancy: Director Mitchell introduced Kim Castellano, noting that Ms. Castellano may have an interest in serving on the Board. Ms. Castellano addressed the Board and provided a summary of her background in law enforcement, years in the community, and other community service interests. The Board welcomed Ms. Castellano to the meeting and thanked her for her interest in the District.

Community Comments: There were no further comments made by the public in attendance.

Directors' Items: There were no items brought before the Board.

DEPARTMENT/
PERSONNEL
MATTERS

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

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.

Vehicles/Equipment Status. Chief Olme reported that all vehicles are in service and in good working order. The District's "old" Scott Air-Paks, which are no longer in use by the District, were sold to High Country Training Center for \$8,000 and the opportunity to participate in one live burn training session per year for the next five years at no charge to the District.

Station Nos. 1 and 2/Facilities. Chief Olme reported that installation of the generator for Station No. 2 is complete. Chief Olme is working on scheduling final inspection of the generator which will require that the power to Station No. 2 be shut down for the better part of a day in order to run the generator during that time. Chief Olme will inform the Board when the inspection is scheduled.

Chief Olme presented a price quote from McFarland Oil Company for the purchase and installation of a 500 gallon above ground fuel tank in the amount of \$995.00. This price does not include a metal catch tank, though this item can be purchased separately from another vendor. The cost per gallon for red diesel fuel is currently \$2.31. Following discussion, upon motion duly made by Director Mitchell, seconded by Director Crago and, upon vote, unanimously carried, the Board authorized Chief Olme to proceed with the purchase and installation of a 500 gallon above ground fuel tank from McFarland Oil Company.

Chief Olme reported that crews will drill and place the deck pillars at Station No. 2 soon, now that the ground is beginning to thaw. Staff has requested that the Board consider approving the installation of Trex decking material, rather than redwood. The Board's consensus was that it would prefer a pressure treated framing system, but will defer to the wishes of staff if Trex is preferred.

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.

Grant Funds. There was no new information to report.

HazMat. There was no new information to report.

Fire Prevention/Public Education. Chief Olme reported that Risk Watch for K-2nd grade is ongoing throughout the school year. Chief Olme distributed and reviewed with the Board a draft informational insert regarding District operations that will be distributed as part of the Risk Watch Program in the coming months.

Training. Chief Olme reported that, in response to the District's proposal to sell the High Country Training Center the District's old Scott SCBA Air-Paks in exchange for \$8,000 and two live burn training sessions per year for the next five years, the High Country Training Center countered with an offer of \$8,000 and two live burn training sessions per year for the next five years. Chief Olme accepted the counter-offer and one live burn training is scheduled.

Several members attended Propane Emergencies Training in Buena Vista in March. Two Wildland Refresher trainings are scheduled in April with PAK tests to follow in May.

National Wildland Call-Out. Chief Olme reported that Engine 41 was deployed to Dodge City, Kansas for five days in March. Two crews were deployed to assist with two separate fires in the Jefferson-Como area, one of which was response to National Forest Service land. 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 distributed photos of a Type III Engine currently for sale in the amount of \$140,000. Chief Olme has contacted the seller for additional information on the vehicle.

Chief Olme discussed with the Board the need to consider scheduled replacement of the District's two Command vehicles.

Chief Olme reported that the Emergency Services Council is currently discussing the possibility of moving to a county-wide burn permit issuance process through the Park County Sheriff's Office, rather than having individual fire departments issue the permits, in an effort to streamline the process and allow for improved enforcement. Area agencies are working collaboratively to create a county-wide burn permit and are discussing the logistics of how the burn permit program would work. Area agencies also are discussing how best to inform the public about a possible new county-wide burn permit. The intent is for the Board of

County Commissioners to approve the process via Resolution.

Chief Olme reported that the Emergency Services Council is also discussing proposing a possible county-wide sales tax increase to the Board of County Commissioners to be included on the November 2017 ballot as an alternative to individual agencies each requesting voter approval for mill levy increases. Currently, the Emergency Services Council is contemplating that revenue from the county-wide sales tax would be distributed to each of the emergency service agencies within the County based on a yet to be determined formula, though initial discussions include distribution based upon call volume and resource capabilities. Subject to a final proposal from the Emergency Services Council and the specific details of potential revenue generated for the District pursuant to an increased sales tax, Chief Olme recommended that the District support the proposal to the Board of County Commissioners of a county-wide effort. The District will have additional opportunities in 2018 to pursue a mill levy increase ballot issue should it be necessary.

Chief Olme reported that the District website is up and running, and encouraged the Board to visit the site at www.nwfpd.org.

There was no new information to report regarding the new property owner in Warm Springs who is interested in discussing a reconfiguration of the District-owned land in the Warm Springs subdivision.

There was no new information to report regarding the County's adoption of the 2012 International Fire Code.

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

FINANCIAL
MATTERS

Ratify Payment of Claims: Ms. Tinney reviewed expenditures with the Board for the period March 2, 2017 through April 3, 2017, totaling \$85,919.65. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Nourse and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period March 2, 2017 through April 3, 2017, totaling \$85,919.65.

Review and Approve April Payables: Chief Olme reviewed with the Board the April 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 April payables and authorized Chief Olme to schedule payment through First Bank.

Budget to Actual Report and Cash Position Statement: Ms. Tinney reviewed with the Board the Budget to Actual report for the period ending February 28, 2017, and the Cash Position Statement for the period ending April 3, 2017.

Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Nourse and, upon vote, unanimously carried, the Board accepted the Budget to Actual report for the period ending February 28, 2017, and Cash Position Statement for the period ending April 3, 2017, as presented.

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

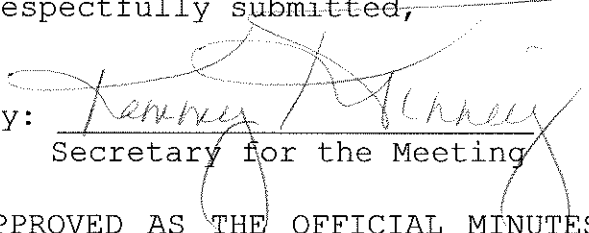
2017 Legislative Update: Attorney Court discussed with the Board the status of several bills currently pending before the Colorado legislature that, if passed, could impact the District.

COMMUNITY MATTERS There were no members of the community present.


OTHER BUSINESS Ms. Tinney reminded the Board that Chief Olme's annual review is scheduled to take place during the regular meeting in June. Ms. Tinney will distribute the Fire Chief Performance Review form for completion with the May 10, 2017 regular meeting agenda packet.

ADJOURNMENT There being no further business to come before the Board, upon motion duly made by Director Nourse, seconded by Director Mitchell and, upon vote, unanimously carried, the meeting was adjourned at 8:07 P.M.

Respectfully submitted,

By: 
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE APRIL 12, 2017 REGULAR MEETING OF THE NORTH-WEST FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS SIGNING BELOW:


William Pike


Will Crago

Tom Nourse

Maria Mitchell