

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
NORTH-WEST FIRE PROTECTION DISTRICT
HELD
August 2, 2017

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

ATTENDANCE

Directors in Attendance Were:

William "Bill" Pike, President/Chairman
Tom Nourse, Secretary
Kim Castellano, Director

Directors Absent Were:

Will Crago, Vice President (excused)
Maria Mitchell, Treasurer (excused)

Also in Attendance Were:

Chief Kristy Olme, and Kim McDonald, Firefighter; North-West Fire Protection District
Emily Powell, Esq.; Ireland, Stapleton, Pryor & Pascoe, P.C.
Shana Morgan, Chelsey Green, and Teresa Adler; Pinnacle Consulting Group, Inc. (via video conference)

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

Chairman Pike declared that a quorum of the Board was present, with three of five members in attendance.

ADMINISTRATIVE Agenda: Chief Olme distributed for the Board's review and
MATTERS approval a proposed agenda for the special meeting. Director Castellano asked that Item I. H., November 2017 Coordinated Election, be moved to follow discussion under Item IV. C., Legal Matters. Following review and discussion, upon motion duly made by Director Nourse,

seconded by Director Castellano and, upon vote, unanimously carried, the agenda was approved as amended.

Disclosure of Potential Conflicts of Interest: Chairman Pike inquired whether there were any conflicts to disclose by Board members present, which have not already been adequately disclosed. There were no potential conflicts to disclose by Board members present.

Minutes: Ms. Morgan recommended that consideration of approval of the July 12, 2017 regular meeting minutes be deferred until the regular meeting in September to allow legal counsel the opportunity to review. The Board agreed to defer consideration of the July 12, 2017 regular meeting minutes until the September meeting.

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

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

DEPARTMENT/
PERSONNEL
MATTERS

Personnel Matters - Annual Performance Review of Fire Chief: Ms. Morgan reported that one Director's review form remains pending. Because not all Board members have completed the Fire Chief performance review form, and due to two Board members' absences from the meeting, Ms. Morgan recommended moving the performance review to the regular meeting in September. The Board agreed to move the performance review to the September meeting.

Chief's Report: Chief Olme reviewed with the Board the written report detailing July activity, noting that there were 71 calls in July.

Operations/Personnel Matters. Chief Olme reported that the District currently has 12 paid personnel (two part-time, ten 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.

Chief Olme updated the Board regarding the status of entering into an Apparatus Purchase Agreement for the purchase of a Type III engine with Boise Mobile Equipment.

Attorney Powell reviewed with the Board two revisions to the contract requested by Boise Mobile Equipment.

Following review and discussion, upon motion duly made by Director Nourse, seconded by Director Castellano and, upon vote, unanimously carried, the Board approved the Apparatus Purchase Agreement, revised as requested by Boise Mobile Equipment.

Station Nos. 1 and 2/Facilities. Chief Olme reported that the concrete work for the containment system for the 500 gallon above-ground diesel fuel tank had scheduling delays, but should be completed within the next two weeks.

Chief Olme reported that shower and kitchen improvements for Station No. 1 are in progress.

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 the District will host its Fire Prevention Week Open House on October 4th from 4-8 pm. Chief Olme is currently working to include other agencies, such as Flight for Life, in the Open House activities. Chief Olme noted that the District is considering a coloring contest for the kids, and a silent auction. The Board asked Attorney Powell to research and provide an analysis of potential legal considerations related to the District conducting a silent auction.

Training. Chief Olme reported that training is ongoing as scheduled, and staff is preparing for upcoming medical training.

National Wildland Call-Out. Chief Olme reported that Engine 41, Tender 42, Engine 42, and Brush 42 are all listed as available on the National Wildland Call-Out list.

Inspections. Chief Olme reported that all three shifts are performing routine inspections.

Upcoming Projects. Chief Olme reported that the Emergency Services Council has decided to postpone the pursuit of placing a county-wide sales tax increase on the November 2017 ballot and instead, will explore the possibility of seeking a county-wide sales tax increase during the

November 2018 election as a potential alternative to individual agencies each requesting voter approval for mill levy increases.

FINANCIAL
MATTERS

Ratify Payment of Claims: Ms. Adler reviewed expenditures with the Board for the period July 4, 2017 through July 25, 2017, totaling \$84,061.08. Following review and discussion, upon motion duly made by Director Castellano, seconded by Director Nourse and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period July 4, 2017 through July 25, 2017, totaling \$84,061.08.

Budget to Actual Report and Cash Position Statement: Ms. Adler reviewed with the Board the Budget to Actual report for the period ending June 30, 2017, and the Cash Position Statement for the period ending July 25, 2017.

Following review and discussion, upon motion duly made by Director Castellano, seconded by Director Nourse and, upon vote, unanimously carried, the Board accepted the Budget to Actual report for the period ending June 30, 2017, and Cash Position Statement for the period ending July 25, 2017, as presented.

LEGAL
MATTERS

Attorneys' Report: Attorney Powell reviewed the written attorneys' report with the Board.

Resolution Adopting the 2012 Edition of the International Fire Code, as Adopted by Park County: Attorney Powell reviewed with the Board the Resolution Adopting the 2012 Edition of the International Fire Code, as Adopted by Park County ("Fire Code Resolution"). On August 25, 2016, the Park County Board of County Commissioners adopted Ordinance No. 16-02, which adopted within the unincorporated areas of Park County's boundaries the 2012 Edition of the International Fire Code. Attorney Powell advised the Board that the Fire Code Resolution conforms the District's Fire Code to the 2012 Edition of the International Fire Code for all purposes within the portion of the District's jurisdiction lying within the unincorporated areas of Park County.

Following review and discussion, upon motion duly made by Director Castellano, seconded by Director Nourse and, upon

vote, unanimously carried, the Board adopted the Resolution Adopting the 2012 Edition of the International Fire Code, as Adopted by Park County, and directed Attorney Powell to work with Chief Olme to prepare correspondence to the Towns of Alma and Fairplay informing them of the District's adoption of the 2012 Edition of the International Fire Code and encouraging each of the Towns to consider adoption of the same.

Review and Consider Adoption of Resolution Calling for a November 2017 Coordinated Election: Ms. Morgan and Attorney Powell reviewed with the Board the Resolution Calling for a November 2017 Coordinated Election.

Following review and discussion, upon motion duly made by Director Nourse, seconded by Director Castellano and, upon vote, unanimously carried, the Board adopted the Resolution Calling for a November 2017 Coordinated Election, subject to final revisions.

Review and Consider Adoption of Resolution of Advocacy: Attorney Powell and Ms. Morgan reviewed with the Board the Resolution Advocating for Voter Approval of the Fire District's Request for a Tax Increase During the November 7, 2017 Election ("Resolution of Advocacy").

Following review and discussion, upon motion duly made by Director Nourse, seconded by Director Castellano and, upon vote, unanimously carried, the Board adopted the Resolution of Advocacy, subject to final revisions.

Review and Consider Approval of Factual Summary: Attorney Powell and Ms. Morgan reviewed with the Board the Factual Summary related to the District's proposed property tax increase that the District will ask its citizens to consider during the November 7, 2017 coordinated mail ballot election. Attorney Powell noted that the Factual Summary can be distributed by the District.

Following review and discussion, upon motion duly made by Director Nourse, seconded by Director Castellano and, upon vote, unanimously carried, the Board approved the Factual Summary, subject to final revisions.

COMMUNITY
MATTERS

There were no members of the community present.

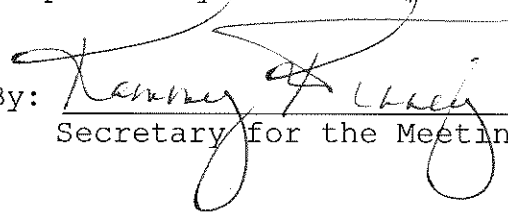
OTHER
BUSINESS

There was no other business brought before the Board.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Castellano, seconded by Director Nourse and, upon vote, unanimously carried, the meeting was adjourned at 8:06 P.M.

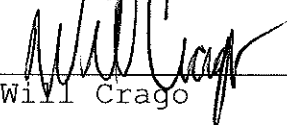
Respectfully submitted,

By: 
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE AUGUST 02, 2017 SPECIAL MEETING OF THE NORTH-WEST FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS SIGNING BELOW:

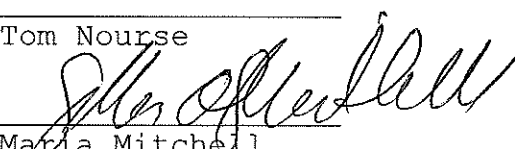


William Pike



Will Crago

Tom Nourse



Maria Mitchell



Kim Castellano