

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
NORTH-WEST FIRE PROTECTION DISTRICT
HELD
May 10, 2023

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 10th day of May, 2023, at 6:00 P.M., at Fire Station No. 2, 21455 Highway 285, Fairplay, Colorado, and via Zoom video.

ATTENDANCE

Directors in Attendance Were:

Tim Zingler, President
Jeff Streeter, Vice President (via video conference)
Maria Mitchell, Treasurer
Cory Kritzmire, Secretary

Also in Attendance Were:

Kristy Olme, Fire Chief; North-West Fire Protection District
John Waddick (Captain), Kaileen Vair (Engineer), Daniel Roussel (Firefighter), Charley Smith (Firefighter), Anthony Lanata (Engineer), Nick Streeter (Lieutenant), Milan Horak (Engineer); B-Shift; North-West Fire Protection District
Tiffany Skoglund, Kevin Mitts, and Kieyesia Conaway; Pinnacle Consulting Group, Inc (via video conference)
Dino Ross, Esq.; Ireland Stapleton Pryor & Pascoe, PC (via video conference)
Kyle Parag; Charles Abbott Associates, Inc.
David Rial, Member of the Public (via video conference)

Chairman Zingler called the meeting to order at 6:01 P.M.

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

ADMINISTRATIVE MATTERS Agenda: A proposed agenda was distributed for the Board's review and approval. Following review and discussion, upon motion duly made by Director

Kritzmire, seconded by Director Mitchell and, upon vote, unanimously carried, the agenda was approved as presented.

Disclosure of Potential Conflicts of Interest: Chairman Zingler inquired whether there were any potential 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: The Board reviewed the minutes of the February 8, 2023 Regular Board Meeting, March 8, 2023 Regular Board Meeting, and March 20, 2023 Special Board Meeting. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Kritzmire and, upon vote, unanimously carried, the Board approved the minutes of the February 8, 2023 Regular Board Meeting, March 8, 2023 Regular Board Meeting, and March 20, 2023, Special Board meeting.

Agreement for Fire Inspection Services: Chief Olme presented the Board with the proposed agreement with Charles Abbott Associates, Inc. for fire inspection services and answered questions. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Rial and, upon vote, unanimously carried, the Board approved the agreement with Charles Abbott Associates, Inc. for fire inspection services, subject to finalization and approval of the outstanding terms by Chief Olme and Legal Counsel.

Public Comment: Chief Olme noted that she, along with A shift, attended the Town of Fairplay Board of Trustees meeting, where they were given the proclamations included in this Board packet. Chief Olme really appreciated this and thanked Janelle with the Town of Fairplay.

Directors' Items: There were no Director's items to come before the Board.

DEPARTMENT
MATTERS

Chief's Report: Chief Olme reviewed with the Board the written report detailing March and April activity, noting there were a total of 60 calls in

March and 44 calls in April: 8 Fires, 2 Structure Fires, 5 Grass Fires, 1 Vehicle Fire, 43 Medicals, 28 Vehicle Accidents (4 with injuries/2 Extraction) and 25 "Other" calls.

Operations/Personnel Matters: Chief Olme reported that the District's responses to short-term rentals account for 8.3% of its total responses for March and 2.7% in April, and there were a total of 241 calls for 2023 to date.

Chief Olme reported that the open Captain position and the three Lieutenant positions have been filled, all by internal hires.

Vehicles/Equipment Status: Chief Olme reported that the tender fix is top priority. Chief Olme noted that the current wait time to construct a new engine is 2-3 years after placing the order and the District is still trying to come up with other options.

Station Nos. 1 and 2/Facilities: Chief Olme reported that Station No. 1 is getting trim work and faucets and is very close to being complete.

Chief Olme reported that she is still looking for a home to purchase in the Valley of the Sun area to investigate turning into a station for a future Station 3.

Grant Funds: Chief Olme reported she has no update on the SAFER Grant for three full time firefighter positions.

Chief Olme reported that she applied for 18 sets of "Single Layer" PPE through the Colorado Firefighter Safety and Disease Prevention Grant, but this Grant was denied. Chief Olme discussed with the Board still ordering this PPE, as, from a health perspective, it is safer for the crews wear on any call other than structure fires. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Streeter and, upon vote, unanimously carried, the Board approved ordering 18 sets of single layer PPE, up to a total cost of \$20,000.00, provided the current budget allows.

HazMat: Chief Olme had nothing to report on Hazmat

this month.

Fire Prevention/Public Education: Chief Olme had nothing to report on Fire Prevention/Public Education this month.

Training: Chief Olme noted there has been no update on the Brennan Land donation. However, Janelle with the Town of Fairplay noted that the Town wants to develop this area as well. The Town of Fairplay and CDOT had a meeting last week regarding the Brennan Land area, and they would like to include adding an emergency signal for the Fire Station in their plans. Janelle noted that moving forward, she will ensure that the District is included in future conversations regarding this land, and stated that the application sent into the county is open to the public if Chief Olme would like to review it. Chief Olme also noted that four of the women that work in the District attended a fire service meeting last week, which was a great opportunity for women in the industry.

Wildland: Chief Olme reported that all vehicles and staff are in District and ready to be deployed at any time. Refreshers or new certifications have been completed by all staff. There have been two fires within the District this year already and the tender went to the Rampart Fire. Billing for this fire has been submitted.

Inspections: Chief Olme noted she had nothing to report on inspections this month.

Upcoming Projects: Chief Olme reported that the Fire Chief and Sheriff are working on getting the BOCC to place a measure on the November ballot related to short term rentals, which would generate additional funds to assist emergency services.

Consider expenditure requests: Chief Olme reported that the pressure washer that has been used by the District for over 17 years has broken beyond repair. Chief Olme provided the Board with two quotes for new pressure washer options. Following review and discussion, upon motion duly made by Director Zingler, seconded by Director Streeter and, upon vote, unanimously carried, the Board approved purchasing two identical smaller pressure washers

with the total amount being \$11,176.80, provided the current budget allows.

Chief Olme reported that the Chief from Red, White, and Blue Fire Protection District has put in his notice of retirement.

FINANCIAL
MATTERS

Ratify Payment of Claims: Ms. Skoglund reviewed expenditures with the Board for the period March 1, 2023, through March 31, 2023, totaling \$252,862.11, and for the period April 1, 2023, through April 30, 2023, totaling \$295,003.63. Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Rial and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period March 1, 2023 through March 31, 2023, totaling \$252,862.11, and for the period April 1, 2023 through April 30, 2023, totaling \$295,003.63.

Budget to Actual Report and Cash Position Statement: Ms. Skoglund reviewed with the Board the budget to actual report for the period ending March 31, 2023, and the Cash Position Statement for the period ending April 30, 2023. Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Mitchell and, upon vote, unanimously carried, the Board accepted the budget to actual report for the period ending March 31, 2023, and the Cash Position Statement for the period ending April 30, 2023.

Status of 2022 Audit: Ms. Skoglund informed the Board of the status of the 2022 Audit and answered questions.

LEGAL
MATTERS

Attorneys' Report: Attorney Ross reviewed the written Attorneys' Report with the Board.

Resolution Terminating the District's Declaration of Local Disaster Emergency: Attorney Ross presented a proposed Resolution terminating the Declaration of Local Disaster Emergency adopted by the Board in March 2020, and answered questions. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Kritzmire and, upon

vote, unanimously carried, the Board approved the Resolution Terminating Declaration of Local Disaster Emergency.

COMMUNITY MATTERS

There were no Community Matters to bring before the Board.

OTHER BUSINESS

Administer Oaths of Office: Director Mitchell administered the Oaths of Office to re-elected Directors Tim Zingler and Cory Kritzmire.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Rial, seconded by Director Mitchell and, upon vote, unanimously carried, the meeting was adjourned at 7:34 P.M.

Respectfully submitted,

By: Kieyesia Coraway
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE MAY 10, 2023, REGULAR MEETING OF THE NORTH-WEST FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS SIGNING BELOW:

DocuSigned by:
Tim Zingler
Tim Zingler

DocuSigned by:
Jeff Streeter
Jeff Streeter

DocuSigned by:
Maria Mitchell
Maria Mitchell

DocuSigned by:
Cory Kritzmire
Cory Kritzmire

VACANT
VACANT