

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
NORTH-WEST FIRE PROTECTION DISTRICT
HELD
June 14, 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 14th day of June, 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
Maria Mitchell, Treasurer (via video conference)
Cory Kritzmire, Secretary

Directors Absent and Excused:

Jeff Streeter, Vice President

Also in Attendance Were:

Kristy Olme, Fire Chief; North-West Fire Protection District
Kyle Stamp (Captain), Milan Horak (Driver); A-Shift; North-West Fire Protection District
Shannon McEvoy, Kevin Mitts, and Kieyesia Conaway; Pinnacle Consulting Group, Inc (via video conference)
Emily Powell, Esq.; Ireland Stapleton Pryor & Pascoe, PC (via video conference)
David Rial, Member of the Public (via video conference)

Chairman Zingler called the meeting to order at 6:00 P.M.

Upon motion duly made by Director Kritzmire, seconded by Director Mitchell and, upon vote, unanimously carried, the absence of Director Streeter was excused.

Chairman Zingler declared that a quorum of the Board was present, with three of four 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 May 10, 2023, Regular Board Meeting. Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Mitchell and, upon vote, unanimously carried, the Board approved the minutes of the May 10, 2023, Regular Board meeting.

Election of Officers: The Board discussed officer positions for the Board of Directors. Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Mitchell and, upon vote, unanimously carried, the Board approved the following slate of Officer position:

Tim Zingler	President
Jeff Streeter	Vice President
Maria Mitchell	Treasurer
Cory Kritzmire	Secretary

Discussion of Appointment of Eligible Elector to Board Vacancy: Ms. Powell discussed the process for appointment of an eligible elector to the Board vacancy and answered questions. Ms. Powell noted the Board has previously posted notice of the vacancy in The Flume as well as talking with personal contacts to identify any eligible interested elector.

Public Comment: David Rial thanked the Board for his time serving on the Board of Directors and noted that he is looking forward to what this District accomplishes in the future.

Directors' Items: Mr. Zingler noted that he has

purchased a home outside of the District; however, he still owns property within the District and will remain eligible to serve on the Board of Directors.

DEPARTMENT
MATTERS

Chief's Report: Chief Olme reviewed with the Board the written report detailing May activity, noting there were a total of 53 calls in May: 0 Fires, 23 Medicals, 12 Vehicle Accidents (3 with injuries) and 18 "Other" calls.

Operations/Personnel Matters: Chief Olme reported that the District's responses to short-term rentals account for 11.3% of its total responses for May, and there were a total of 294 calls for 2023 to date.

Vehicles/Equipment Status: Chief Olme reported that the tender fix is a top priority and she will cover vehicle updates under Expenditure Requests.

Station Nos. 1 and 2/Facilities: Chief Olme reported that the Station No. 1 construction is complete, however, this project went over budget by approximately \$2,000.00. The Board discussed the reasons for the overage, and how to better manage contracting and payment procedures in the future so that projects remain within their budgeted amount.

Chief Olme reported that Station No. 1 also has new issues that were found during construction, such as areas of mold. Currently Station No. 1 is not staffed until the mold is removed.

Grant Funds: Chief Olme had nothing to report on Grant Funds this month.

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 are six staff registered as well as herself to attend Fire Leadership, CPFF, in October.

Wildland: Chief Olme reported that the Type 3 was

sent to California on June 6th with a request to extend this to 21 days. A crew swap will be performed after 21 days, and the Type 3 will remain in California for six weeks until the assignment is over. Mr. Green is in California now as the engine boss and Mr. Waddick is going on the next deployment. Chief Olme may be the crew boss for the last assignment and may be remote for the July Regular Board Meeting.

Inspections: Chief Olme noted that the contract for Charles Abbott Associates to perform the inspections is now with Charles Abbott Associates for review. Chief Olme and Ms. Powell revised the contract as directed by the Board at its May meeting. Chief Olme has requested that the contract is signed and back to her by July 1, 2023.

Upcoming Projects: Chief Olme reported that the accounting team at Pinnacle Consulting Group, Inc. is aware of a line of credit option that may benefit the District, specifically towards the end of the year while the District is waiting for wildland deployment funds to be paid out from the State of Colorado. Chief Olme would like to keep the Board aware as a future option if needed. The Board agreed that it is best to be proactive with these situations.

Consider Expenditure Requests: Chief Olme reported that the tender truck is having major issues with the engine and the pump. Mr. Horak discussed his issues with not finding any company that is willing to work on the current engine because of the age and type of engine. Mr. Horak presented the option of buying a newer tender truck with an engine that he will then swap himself into the current tender truck. He noted that to buy a completely new truck, it is about \$560,000.00 and receiving the truck would be about three years out. Doing this engine swap himself would cost approximately \$60,000.00 and would take a couple of months. He would like to recruit part-time help if the Board pursues this option.

Mr. Horak also suggested the purchase of the four-thousand-gallon pump truck currently being loaned to the District to use in addition to the tender truck. The cost of purchasing the pump truck would be \$60,000.00.

Chief Olme asked the Board to approve both the purchase of the tender truck to replace the engine of the current tender, as well as the parts and labor associated with the engine swap. Chief Olme also asked for the Board to approve the purchase of the four-thousand-gallon pump truck to use in addition to the tender truck. The pump truck could be financed using a lease-purchase arrangement.

Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Kritzmire and, upon vote, unanimously carried, the Board approved the expenditure requests as follows: (1) Authorization for the Chief to seek lease purchase financing for the four-thousand-gallon pump truck; and (2) authorization to purchase the tender truck for an estimated purchase price of \$60,000.00, but not to exceed \$70,000.00.

FINANCIAL
MATTERS

Ratify Payment of Claims: Mr. Mitts reviewed expenditures with the Board for the period May 1, 2023, through May 31, 2023, totaling \$260,637.38. Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Mitchell and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period May 1, 2023, through May 31, 2023, totaling \$260,637.38.

Budget to Actual Report and Cash Position Statement: Mr. Mitts reviewed with the Board the Budget to Actual report for the period ending April 30, 2023, and the Cash Position Statement for the period ending May 31, 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 April 30, 2023, and the Cash Position Statement for the period ending May 31, 2023.

Status of 2022 Audit: Mr. Mitts provided the Board with a status of the 2022 Audit, noting that the Board will receive the draft 2022 Audit report prior to the end of June via email. Mr. Mitts noted the 2022 Audit report will be presented at the July

Regular Board Meeting.

Attorney's Report: Ms. Powell reviewed the written Attorney's Report with the Board.

LEGAL MATTERS

Discussion and Possible Direction on 2024 Retainer Fee Services: Ms. Powell discussed changes to her firm's 2024 retainer fee services and answered questions from the Board. The Board provided direction on the retainer fee services that they would like to receive in 2024, with the option to make changes in 2024 if necessary. The Board noted that they all appreciated having Ms. Powell as the Attorney for the District.

There were no Community Matters to bring before the Board.

COMMUNITY MATTERS

Approval of Resolution Ratifying and Approving Prior Actions of the Board of Directors: Attorney Powell presented a Resolution ratifying and approving prior actions of the Board of Directors to the Board and answered questions. Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Mitchell and, upon vote, unanimously carried, the Board approved the Resolution ratifying and approving prior actions of the Board of Directors.

OTHER BUSINESS

ADJOURNMENT There being no further business to come before the Board, upon motion duly made by Director Mitchell, seconded by Director Kritzmire and, upon vote, unanimously carried, the meeting was adjourned at 8:15 P.M.

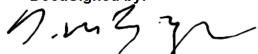
Respectfully submitted,

By: _____
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE JUNE 14, 2023, REGULAR MEETING OF THE NORTH-WEST

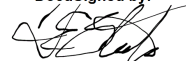
FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE
DIRECTORS SIGNING BELOW:

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Tim Zingler

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Jeff Streeter

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Maria Mitchell

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Maria Mitchell

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Cory Kritzmire