

## RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
NORTH-WEST FIRE PROTECTION DISTRICT  
HELD  
March 8, 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 8<sup>th</sup> day of March, 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 (via video conference)  
Cory Kritzmire, Secretary  
David Rial, Director (via video conference)

#### Also in Attendance Were:

Kristy Olme, Fire Chief; North-West Fire Protection District  
Kyle Stamp (Captain), Drew Schulz (Engineer), Matthew Teuton (Engineer), Anthony Lanata (Firefighter/Engineer), Lauren Wendland (Firefighter), Frank DeBernardis (Firefighter), Kevin Essary (Firefighter); A-Shift; North-West Fire Protection District  
Teresa Adler, Tiffany Skoglund, and Wendy McFarland; Pinnacle Consulting Group, Inc (via video conference)  
Emily Powell, Esq.; Ireland Stapleton Pryor & Pascoe, PC (via video conference)

Chairman Zingler called the meeting to order at 6:04 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 Streeter, seconded by Director Kritzmire and, upon

vote, unanimously carried, the agenda was approved as amended to add item III D - Pension Board Recommendation.

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.

Public Comment: There were no Public Comments to come before the Board.

May 2023 Regular Election Update: Ms. Skoglund reported that, as of the statutory deadline, the District did not receive more Self-Nomination and Acceptance Forms than there are positions available at the May 2023 Regular Election. Accordingly, the May 2023 Regular Elections will be cancelled and all Directors having submitted Self-Nomination and Acceptance Forms will be declared elected by acclamation.

Directors' Items: Chairman Zingler reported that the Town of Alma, Town of Fairplay, Board of County Commissioners, and School District had a meeting to encourage ongoing community collaboration in regards to water issues, short term rentals, etc. It was the consensus of the Board that President Zingler should be the liaison for the Fire District at these meetings since he already attends.

DEPARTMENT  
MATTERS

Chief's Report: Chief Olme reviewed with the Board the written report detailing February activity, noting there were a total of 68 calls in February: 1 Chimney Fire, 23 Medicals, 24 Vehicle Accidents (3 with injuries/1 Extraction) and 20 "Other" calls.

**Operations/Personnel Matters:** Chief Olme reported that the District's responses to Short-term Rentals account for 20.5% of its total responses, and there were a total of 135 calls for 2023 to date.

Chief Olme reported that there is one open Captain position and interviews for this position are underway. Chief Olme will also identify three

lieutenant candidates, with announcements going out on Friday this week, and the job postings will be open until April 3<sup>rd</sup>, 2023. Chief Olme is hoping to have these positions filled by May, 2023.

Chief Olme reported that she and certain department members are looking into the possibility of the District offering an HSA health insurance option. If selected, there would be no District contributions for the time being. Chief Olme will coordinate with Pinnacle Consulting Group, Inc. to start this process.

**Vehicles/Equipment Status:** Chief Olme reported that all tenders need service at this point and she is working with Milan Horak to facilitate the services needed.

**Station Nos. 1 and 2/Facilities:** Chief Olme reported that she received three bids for the Station No. 1 improvements that were discussed at February's Regular Board Meeting. Chief Olme will send out the bids to the Board to review. The contractor she would like to move forward with is Gary Walker, he can start immediately on this project. Plans with all three contractors are the same and Mr. Walker's bid came in the lowest. Mr. Walker was recommended by Milan. Director Streeter would like Chief Olme to reach out to the contractor to request references, and obtain more information prior to moving forward with Mr. Walker. Attorney Powell will draft a contract to ensure the Chief can proceed quickly once the contractor is chosen.

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 applied for the Assistance to Firefighters (AFG) Grant for radios. Chief Olme reported that she applied for 18 sets of "Single Layer" PPE through the Colorado Firefighter Safety and Disease Prevention Grant. Chief Olme will be applying for the SAFER Grant for three full time firefighter positions.

**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 reported that Captain Green is undergoing Blue Card Training and will provide his training to all staff in April.

Chief Olme noted there has been no update on the Brennan Land donation.

Chief Olme reported that there is a live fire training scheduled for March 18<sup>th</sup> at Fairmount Fire Protection District in Golden.

**Wildland:** Chief Olme reported that all vehicles and staff are in District and the 2022 wildfire billing is finalized.

**Inspections:** Chief Olme reported that the contract for inspection services with Charles Abbott & Associates that Ms. Powell provided looks good. It was the consensus of the Board to move forward and send the contract to Charles Abbot & Associates to review.

**Upcoming Projects:** Chief Olme had no updates from the February regular meeting.

Consider expenditure requests: There were no expenditure requests to come before the Board.

FINANCIAL  
MATTERS

Ratify Payment of Claims: Ms. McFarland reviewed expenditures with the Board for the period February 1, 2023 through February 28, 2023, totaling \$157,108.41. 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 February 1, 2023 through February 28, 2023, totaling \$157,108.41.

Unaudited Financial Statements and Cash Position Statement: Ms. McFarland reviewed with the Board the unaudited financial statements for the period ending

December 31, 2022, and the Cash Position Statement for the period ending February 28, 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 unaudited financial statements for the period ending December 31, 2022, and the Cash Position Statement for the period ending February 28, 2023.

Status of 2022 Audit: Ms. McFarland reviewed with the Board the status of the 2022 Audit and answered questions.

Pension Recommendation: Ms. McFarland presented the recommendation of the District's Volunteer Firefighter Pension Fund Board of Trustees that the volunteer checking account be closed, and the current balance of \$1,891 be transferred to the FPPA Volunteer Firefighter Pension Plan. Following review and discussion, upon motion duly made by Director Zingler, seconded by Director Kritzmire and, upon vote, unanimously carried, the Board approved closing the volunteer checking account and depositing the funds in the amount of \$1,891 into FPPA Volunteer Firefighter Pension Plan.

LEGAL MATTERS

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

COMMUNITY MATTERS

There were no Community Matters to bring before the Board.

OTHER BUSINESS

The Board discussed residents questions on District taxes.

ADJOURNMENT

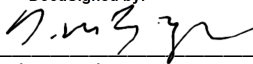
There being no further business to come before the Board, upon motion duly made by Director Streeter, seconded by Director Mitchell and, upon vote, unanimously carried, the meeting was adjourned at 7:16 P.M.

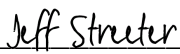
Respectfully submitted,

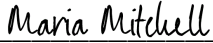
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By: Kieyesia Conaway  
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Secretary for the Meeting


THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE MARCH 8, 2023 REGULAR MEETING OF THE NORTH-WEST FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS SIGNING BELOW:

DocuSigned by:  
  
Tim Lingler

DocuSigned by:  
  
Jeff Streeter

DocuSigned by:  
  
Maria Mitchell

DocuSigned by:  
  
Cory Krizmire

DocuSigned by:  
  
David Kial