

## RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF THE  
NORTH-WEST FIRE PROTECTION DISTRICT  
HELD  
August 22, 2018

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 22<sup>nd</sup> day of August 2018, at 6:00 P.M., at the District's Fire Station No. 2, 21455 Highway 285, Fairplay, Colorado.

### ATTENDANCE

#### Directors in Attendance Were:

Will Crago, President  
Tom Nourse, Vice President  
Maria Mitchell, Treasurer

#### Directors Absent, but Excused Were:

Kim Castellano, Secretary  
Tim Zingler, Director

#### Also in Attendance Were:

Chief Kristy Olme; North-West Fire Protection District  
Kammy Tinney (via video conference), Chelsey Green (via teleconference); Pinnacle Consulting Group, Inc.  
Emily Powell, Esq.; Ireland, Stapleton, Pryor & Pascoe, P.C. (via video conference)

Chairman Crago called the meeting to order at 6:12 P.M.

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

### ADMINISTRATIVE MATTERS

Agenda: Chief Olme distributed for the Board's review and approval a proposed agenda for the special meeting. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Nourse and, upon vote, unanimously carried, the agenda was approved, as presented.

Disclosure of Potential Conflicts of Interest: Chairman Crago 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: Attorney Powell requested that the Board consider tabling approval of the July 11, 2018 regular meeting minutes to allow additional time for legal counsel's review and comment. It was the consensus of the Board that consideration of the minutes of the July 11, 2018 regular meeting be tabled until the regular meeting in September.

Community Comments: There were no members of the community present.

Directors' Items: There were no Directors' Items presented.

DEPARTMENT/  
PERSONNEL  
MATTERS

Chief's Report: Chief Olme reviewed with the Board the written report detailing July activity, noting that there were 69 calls in July, and a total of 308 calls year-to-date.

**Operations/Personnel Matters.** There were no personnel matters presented for discussion.

**Vehicles/Equipment Status.** Chief Olme reported that all apparatus are currently in service.

**Station Nos. 1 and 2/Facilities.** Chief Olme reported that the kitchen remodel for Station No. 1 is complete and made a big difference with the pancake breakfast. An additional proposal for installation of a shower or half bath remains pending.

Chief Olme reported that installation of a retaining wall around the diesel pump station is complete. Chief Olme reported that installation of carpet and safety strips on the stairs is complete at Station No. 2.

**Grant Funds.** There was no new information to report regarding the status of the FEMA Fire Prevention & Safety Grant and SAFER Grant applications.

**HazMat.** There was no new information to report.

**Fire Prevention/Public Education.** Chief Olme reported that the District has scheduled Risk Watch for the school year, and the District has invited other area agencies to assist with the program. Chief Olme reported that the Fire

Prevention Week open house is scheduled for Tuesday, October 11, 2018 from 3:00 p.m. to 6:00 p.m., at Station No. 2.

**Training.** Chief Olme reported that the District will conduct CPR classes on September 4, 2018 and September 18, 2018 at Station No. 2. Chief Olme reported that training officer duties will be re-assigned.

**National Wildland Call-Out.** Chief Olme reported that Engine 423 was deployed to the Cabin Lake Fire near Meeker, Colorado. Wildland response fees invoiced to date total approximately \$300,000.

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

**Upcoming Projects.** Chief Olme reported that the District is continuing to work through the logistics of implementing a chipping program for residents and property owners.

Review and Consider Expenditure Requests: There were no expenditure requests presented for Board consideration.

---

FINANCIAL  
MATTERS

Ratify Payment of Claims: Ms. Tinney reviewed expenditures with the Board for the period July 3, 2018 through August 6, 2018, totaling \$215,246.37.

Following review and discussion, upon motion duly made by Director Nourse, seconded by Director Mitchell and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period July 3, 2018 through August 6, 2018, totaling \$215,246.37.

Financial Statements and Cash Position Statement: Ms. Tinney reviewed with the Board the unaudited Financial Statements for the period ending June 30, 2018 and the Cash Position Statement for the period ending August 6, 2018.

Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Nourse and, upon vote, unanimously carried, the Board accepted the unaudited Financial Statements for the period ending June 30, 2018 and the Cash Position Statement for the period ending August 6, 2018, as presented.

---

LEGAL  
MATTERS

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

Adoption of Resolution Calling the November 2018 Coordinated Election and Approval of Final Ballot Language: Attorney Powell reviewed with the Board the proposed Resolution, providing an overview of the actions necessary to call the November 2018 Coordinated Election and distributed the final proposed ballot language for the Board's review.

Following review and discussion, upon motion duly made by Director Crago, seconded by Director Mitchell and, upon vote, unanimously carried, the Board adopted the Resolution Calling the November 2018 Coordinated Election and including the final ballot language, as presented.

Approval of Addendum to Contract with Pinnacle Consulting Group, Inc for Election Services: Ms. Tinney reviewed with the Board the Addendum to Contract with Pinnacle Consulting Group, Inc. for Election Services.

Following review and discussion, upon motion duly made by Director Crago, seconded by Director Mitchell and, upon vote, unanimously carried, the Board approved the Addendum to Contract with Pinnacle Consulting Group, Inc. for Election Services.

Approval of Intergovernmental Agreement with Park County Clerk and Recorder for Conduct of the Coordinated Election: Attorney Powell reviewed with the Board the Intergovernmental Agreement with the Park County Clerk and Recorder for the Conduct of the Coordinated Election.

Following review and discussion, upon motion duly made by Director Crago, seconded by Director Mitchell and, upon vote, unanimously carried, the Board approved the Intergovernmental Agreement with the Park County Clerk and Recorder for the Conduct of the Coordinated Election.

Approval of Factual Summary Stating Arguments For and Against The Ballot Measure: Attorney Powell reviewed with the Board the Factual Summary stating arguments for and against the ballot measure.

Following review and discussion, upon motion duly made by Director Crago, seconded by Director Mitchell and, upon vote, unanimously carried, the Board approved the Factual

Summary stating arguments for and against the ballot measure.

Adoption of Resolution of Advocacy Stating the District's Position on the Ballot Measure: Attorney Powell reviewed with the Board the Resolution of Advocacy stating the District's position on the ballot measure.

Following review and discussion, upon motion duly made by Director Crago, seconded by Director Mitchell and, upon vote, unanimously carried, the Board approved the Resolution of Advocacy stating the District's position on the ballot measure.

COMMUNITY  
MATTERS

There were no community matters brought before the Board.

OTHER  
BUSINESS

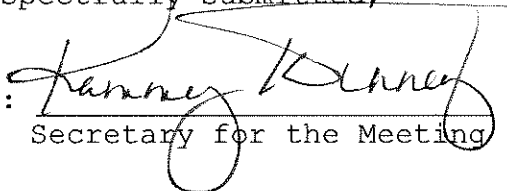
There were no other matters brought before the Board.

ADJOURNMENT


There being no further business to come before the Board, upon motion duly made by Director Mitchell, seconded by Director Nourse and, upon vote, unanimously carried, the meeting was adjourned at 7:00 P.M.

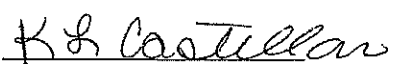
Respectfully submitted,

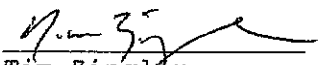
By:

  
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE AUGUST 22, 2018 SPECIAL MEETING OF THE NORTH-WEST FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS SIGNING BELOW:

Will Crago  
  
Tom Nourse

Maria Mitchell  
  
Kim Castellano

  
Tim Zingler