

## RECORD OF PROCEEDINGS

### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE NORTH-WEST FIRE PROTECTION DISTRICT HELD

October 10, 2018

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 10<sup>th</sup> day of October 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/Chairman  
Tom Nourse, Vice President  
Kim Castellano, Secretary

##### Directors Absent Were:

Maria Mitchell, Treasurer (excused)  
Tim Zingler, Director (excused)

##### Also in Attendance Were:

Chief Kristy Olme; North-West Fire Protection District  
Kammy Tinney (via teleconference), Chelsey Green, and  
Teresa Adler; Pinnacle Consulting Group, Inc.  
Matt Court, Esq.; Ireland, Stapleton, Pryor & Pascoe, P.C.

Chairman Crago called the meeting to order at 6:02 P.M.

Following discussion, upon motion duly made by Director Nourse, seconded by Director Crago and, upon vote, unanimously carried, the absences of Director Mitchell and Director Zingler were excused.

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

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ADMINISTRATIVE Agenda: Chief Olme distributed for the Board's review and approval a proposed agenda for the regular meeting. Following review and discussion, upon motion duly made by Director Castellano, 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: The Board reviewed the minutes of the September 12, 2018 regular meeting. Following review and discussion, upon motion duly made by Director Castellano, seconded by Director Nourse and, upon vote, unanimously carried, the Board approved the minutes of the September 12, 2018 regular meeting.

November 2018 Coordinated Election: Ms. Tinney, in her capacity as Designated Election Official, reviewed with the Board a summary of elections activities to date for the November 6, 2018 Coordinated Election. Ms. Tinney reported that TABOR notices were mailed on October 5, 2018 and ballots will be mailed between October 15 and October 18, 2018.

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

Directors' Items: Director Castellano informed the Board that she will not be present at the November Regular Board Meeting.

DEPARTMENT/  
PERSONNEL  
MATTERS

Chief's Report: Chief Olme reviewed with the Board the written report detailing September activity, noting that there were 64 calls in September, and a total of 434 calls year-to-date.

**Operations/Personnel Matters.** Chief Olme reported that the SAFER hiring process opened on October 10, 2018 and will close on October 22, 2018. Chief Olme reported that applications have already been received, and the District would like to complete the hiring process by November 1, 2018.

**Vehicles/Equipment Status.** Chief Olme reported that all apparatus are currently in service and none of the apparatus are currently deployed to wildland callouts.

**Station Nos. 1 and 2/Facilities.** Chief Olme reported that there is no new information regarding the bathroom remodel at Station No. 1.

Chief Olme reported that she solicited input from staff regarding utilization of the approximately 600 square feet of space above the bay at Station No. 2 with no real consensus as to use. Directors Crago and Castellano suggested that \$30,000 - \$40,000 for the potential remodel be included with the 2019 budget.

Chief Olme reported that a potential solution for storage of the antique vehicles that are currently in the bay is to build the metal building already in the District's possession. Director Castellano requested a cost estimate for constructing the building.

**Grant Funds.** Chief Olme reported that the application period for the Assistance to Firefighters Grant ("AFG") is open and the District will submit an application for exhaust ventilation systems to be purchased and installed in both Stations' bays. The AFG funds, if awarded, will cover 100% of the cost. Chief Olme reported that the application submitted to FEMA for a Fire Prevention and Safety Grant for the purchase of a Sim Table was denied.

**HazMat.** Chief Olme reported that a reimbursement request in the amount of \$3,500 was submitted to the Homeland Security South Central Region.

**Fire Prevention/Public Education.** Chief Olme reported that the Risk Watch program for elementary aged children is ongoing. The District hosted its Fire Prevention Week Open House last evening, October 9<sup>th</sup>. Approximately 300 participated and the District received positive feedback from the community. Trevor Rafferty did a great job in coordinating the open house.

**Training.** Chief Olme reported that a grant application was submitted to the Colorado Division of Fire Prevention and Control that, if awarded, would provide the District with funding for a training center. Chief Olme reported that if the grant is awarded, the process will move quickly. Chief Olme distributed and reviewed with the Board an email from the property owner of the parcel of property adjacent to Station No. 2 indicating their intent to work with the District in providing land for a training center.

**National Wildland Call-Out.** Chief Olme reported that all crews are back from deployment. Wildland response fees invoiced to date total approximately \$542,292.00.

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

**Upcoming Projects.** Chief Olme reported that the District will have use of the Park County wood chipper for the next sixty (60) days. Members of the community may bring slash to Station No. 2 or they can schedule for on-site use.

Chief Olme reported that Park County has placed an issue on the November 2018 ballot seeking a 2% sales tax increase to generate revenue for public safety entities, including the District.

Chief Olme reported that the District appreciation party has been postponed. Chief Olme reported that a North West Fire Protection District jacket was presented to Bill Pike for his service on the Board of Directors.

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FINANCIAL  
MATTERS

Ratify Payment of Claims: Ms. Alder reviewed expenditures with the Board for the period September 5, 2018 through October 1, 2018, totaling \$113,440.63. Following review and discussion, upon motion duly made by Director Nourse, seconded by Director Castellano and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period September 5, 2018 through October 1, 2018, totaling \$113,440.63.

Consider Approval of October Claims: Chief Olme presented the preliminary October claims previously distributed via email. Following review and discussion, upon motion duly made by Director Castellano, seconded by Director Nourse and, upon vote, unanimously carried, the Board approved the payment of October claims, pending final review.

Financial Statements and Cash Position Statement: Ms. Alder reviewed with the Board the unaudited Financial Statements for the period ending August 31, 2018 and the Cash Position Statement for the period ending October 1, 2018.

Following review and discussion, upon motion duly made by Director Castellano, seconded by Director Nourse and, upon vote, unanimously carried, the Board accepted the unaudited Financial Statements for the period ending August 31, 2018

and the Cash Position Statement for the period ending October 1, 2018, as presented.

Preliminary Assessed Valuation and Draft 2019 Budget: Ms. Adler reviewed with the Board the preliminary 2018 assessed valuation for the District and the draft 2019 budget.

Following review and discussion, upon motion duly made by Director Nourse, seconded by Director Castellano and, upon vote, unanimously carried, the Board ratified appointment of the Budget Committee to prepare the draft 2019 budget, and determined to schedule the public hearing to consider adoption of the 2019 budget and amend the 2018 budget for the Board's November 14, 2018 regular meeting.

LEGAL  
MATTERS

Attorneys' Report: Attorney Court reviewed the written attorneys' report with the Board. Attorney Court reported that the Alternatives to Gallagher Amendment Interim Committee is recommending three different legislative options to the Legislative Council including: repealing the Gallagher constitutional amendment; regionalizing the residential assessment rate; or completing a one-time backfilling of the proposal for fire and library districts.

COMMUNITY  
MATTERS

There were no community matters brought before the Board.

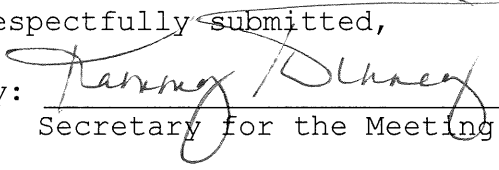
OTHER  
BUSINESS

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 Nourse, seconded by Director Castellano and, upon vote, unanimously carried, the meeting was adjourned at 7:32 P.M.

Respectfully submitted,

By:   
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE OCTOBER 10, 2018 REGULAR MEETING OF THE NORTH-WEST FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS SIGNING BELOW:

  
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Will Crago

Tom Nourse  
  
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Maria Mitchell

Kim Castellano  
  
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Tim Zingler