

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
NORTH-WEST FIRE PROTECTION DISTRICT
HELD
November 14, 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 14th day of November 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
Maria Mitchell, Treasurer
Tim Zingler, Director

Directors Absent Were:

Tom Nourse, Vice President (excused)
Kim Castellano, Secretary (excused)

Also in Attendance Were:

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

Chairman Crago called the meeting to order at 6:13 P.M.

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

Chairman Crago declared that a quorum of the Board was 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 regular meeting. Following review and discussion, upon motion duly made by Director Zingler, seconded by Director Mitchell 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 October 10, 2018 regular meeting. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Zingler and, upon vote, unanimously carried, the Board approved the minutes of the October 10, 2018 regular meeting.

November 2018 Coordinated Election: Ms. Tinney, in her capacity as Designated Election Official, congratulated the Board on receiving voter approval to de-Gallagherize the District's mill levy. Ms. Tinney provided an overview of the next steps in the election process and key dates prior to final certification of results from Park County.

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

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

DEPARTMENT/
PERSONNEL
MATTERS

Chief's Report: Chief Olme reviewed with the Board the written report detailing October activity, noting that there were 43 calls in October, and a total of 477 calls year-to-date.

Operations/Personnel Matters. There is no new information to report.

Vehicles/Equipment Status. Chief Olme reported that all apparatus are currently in service and none of the apparatus are currently deployed to wildland callouts. Chief Olme reported that she is exploring options to obtain a new tactical tender to replace the tender currently housed at Station No. 1.

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 Mr. Aceto installed stairs to provide safe access to the loft at Station No. 1.

Chief Olme reported that staff members have been assigned to committees to consider the utilization of space over the bunker room and the storage of the District's antique vehicles.

Grant Funds. Chief Olme reported that the SAFER hiring process is complete, with four new full-time firefighters that started on November 1, 2018. Chief Olme intends to extend an offer of part-time employment to the fifth candidate that applied for the full-time firefighter position.

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 for 2017. Chief Olme will reapply for the FEMA Fire Prevention and Safety Grant this month.

Chief Olme reported that the District submitted an application to the Assistance to Firefighters Grant ("AFG") for exhaust ventilation systems to be purchased and installed in both Stations' bays. The AFG funds, if awarded, will cover 100% of the cost.

HazMat. Chief Olme reported that the equipment purchased with funds from the Homeland Security South Central Region was received.

Fire Prevention/Public Education. Chief Olme reported that the Risk Watch program for elementary aged children is ongoing.

Training. Chief Olme reported that there are no updates regarding the possible donation of land for the training center.

Chief Olme reported that the grant application submitted to the Colorado Division of Fire Prevention and Control was denied. Chief Staff will continue to prepare for future opportunities to fund a training center.

National Wildland Call-Out. Chief Olme reported that a crew is ready to deploy to California, should the District's resources be requested.

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

Upcoming Projects. Chief Olme reported that a committee for the wood chipping program has been established. The District is waiting for the wood chipper to arrive from Park County.

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

Chief Olme reported that the Alma Foundation will hold a Bingo Night on November 15, 2018 and all proceeds will be donated to the District.

Expenditure Requests. Chief Olme requested Board consideration for year-end bonuses to paid staff in the amount of \$1,200 for staff members who have been employed by the District the entire year, and up to \$800 for staff members who have been employed by the District for a partial year. Following review and discussion, upon motion duly made by Director Zingler, seconded by Director Mitchell and, upon vote, unanimously carried, the Board approved a \$1,200 bonus for staff members who have been employed for the entire year and up to \$800 for staff members who have been employed for a partial year.

Chief Olme requested Board authorization for the purchase of new mattresses for crews' quarters at Station No. 2. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Zingler and, upon vote, unanimously carried, the Board approved the purchase of five Sleep Number beds, for a total cost of \$8,794.00.

FINANCIAL
MATTERS

Ratify Payment of Claims: Ms. Tinney reviewed expenditures with the Board for the period October 1, 2018 through November 1, 2018, totaling \$221,184.95. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Zingler and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period October 1, 2018 through November 1, 2018, totaling \$221,184.95.

Review and Approve November Claims: Chief Olme reviewed with the Board the preliminary November claims previously distributed to the Board via email. Following discussion, upon motion duly made by Director Zingler, seconded by Director Mitchell and, upon vote, unanimously carried, the

Board approved the November claims and authorized Chief Olme to schedule payment through First Bank.

Financial Statements and Cash Position Statement: Ms. Tinney reviewed with the Board the unaudited Financial Statements for the period ending September 30, 2018 and the Cash Position Statement for the period ending November 1, 2018. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Zingler and, upon vote, unanimously carried, the Board accepted the unaudited Financial Statements for the period ending September 30, 2018 and the Cash Position Statement for the period ending November 1, 2018, as presented.

Public Hearing to Consider Resolution to Amend 2018 Budget: Upon motion duly made by Director Mitchell, seconded by Director Zingler and, upon vote, unanimously carried, the public hearing to consider adoption of a Resolution to Amend the 2018 Budget was opened.

Attorney Powell noted that publication of a Notice stating that the Board would consider adoption of the Resolution to Amend the 2018 Budget and the date, time, and place of the public hearing was made in a newspaper having general circulation within the District. No written objections or public comments were received prior to this meeting. There were no members of the public present. Upon motion duly made by Director Mitchell, seconded by Director Zingler and, upon vote, unanimously carried, the public hearing was closed.

Ms. Tinney reviewed with the Board the Resolution to Amend the 2018 Budget. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Zingler and, upon vote, unanimously carried, the Board adopted the Resolution to Amend the 2018 Budget.

Public Hearing to Consider Resolution to Adopt the 2019 Budget; Set Mill Levies; and Appropriate Sums of Money: Upon motion duly made by Director Zingler, seconded by Director Mitchell and, upon vote, unanimously carried, the public hearing to consider the proposed Resolution to Adopt the 2019 Budget; Set Mill Levies; and Appropriate Sums of Money ("Resolution to Adopt the 2019 Budget") was opened.

Attorney Powell noted that publication of a Notice stating that the Board would consider adoption of the Resolution to Adopt the 2019 Budget and the date, time, and place of the

public hearing was made in a newspaper having general circulation within the District. No written objections or public comments were received prior to the public hearing. There were no members of the public present. Upon motion duly made by Director Zingler, seconded by Director Mitchell and, upon vote, unanimously carried, the public hearing was closed.

Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Zingler and, upon vote, unanimously carried, the Board (a) adopted the Resolution to Adopt the 2019 Budget; Set the Mill Levies; and Appropriate Sums of Money; (b) approved execution and submission of the Certification of Mill Levies; and (c) authorized Chief Olme and the District's administrative staff to make non-material adjustments to the 2019 Budget and Certification of Mill Levies to conform them to the final Certification of Assessed Valuation from the County, which will be received on or before December 10, 2018.

Pinnacle Consulting Group, Inc. was authorized to transmit the Certification of Mill Levies to the Board of County Commissioners of Park County, the Division of Local Government, and the Division of Property Taxation, no later than December 15, 2018.

LEGAL
MATTERS

Attorneys' Report: Attorney Powell reviewed the written attorneys' report with the Board and congratulated the Board on the success of the November 2018 election.

COMMUNITY
MATTERS

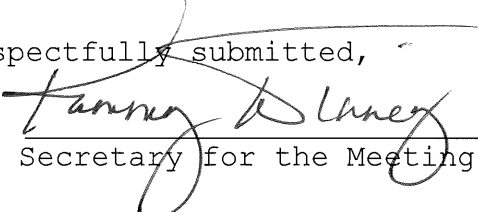
There were no community matters brought before the Board.

OTHER
BUSINESS

It was the consensus of the Board to cancel the regular Board of Directors meeting scheduled for December 12, 2018.


ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Mitchell, seconded by Director Zingler and, upon vote, unanimously carried, the meeting was adjourned at 6:55 P.M.

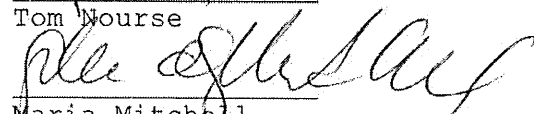
Respectfully submitted,
By: 
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE
NOVEMBER 14, 2018 REGULAR 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