

## RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
NORTH-WEST FIRE PROTECTION DISTRICT  
HELD  
January 12, 2022

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 12<sup>th</sup> day of January 2022, at 6:00 P.M., at North-West Fire Protection District Station No. 2, 21455 Highway 285, Fairplay, Colorado, and via teleconference.

### ATTENDANCE

#### Directors in Attendance Were:

Tim Zingler, President/Chairman  
Maria Mitchell, Treasurer (via teleconference)  
Cory Kritzmire, Secretary  
Jeff Streeter, Director (via teleconference)

#### Also in Attendance Were:

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

Chairman Zingler called the meeting to order at 6:01 P.M.

Chairman Zingler declared that a quorum of the Board was present, with three of five members in attendance when the meeting was called to order. Director Mitchell joined the meeting at 6:04 p.m., resulting in four of five members in attendance. There is one vacancy on the Board.

### 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 Streeter 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 December 8, 2021 regular meeting. Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Streeter and, upon vote, unanimously carried, the Board approved the minutes of the December 8, 2021 regular meeting.

Consider Interested Candidates to Fill Vacancy on the Board of Directors: Ms. Tinney reported that notice of the Board vacancy was published in The Flume and no additional letters of interest were received. Mr. Truman Esmond previously expressed interest in serving on the Board to Director Kritzmire prior to the published notice in The Flume. Ms. Tinney noted that a Call for Nominations will be published within the next three weeks as part of the May 2022 Regular Election, providing another opportunity for those interested in serving on the Board to submit a Self-Nomination and Acceptance form. Given the timing of the upcoming election, the Board determined to hold on appointing an individual to fill the vacancy at this time. Ms. Tinney will reach out to Mr. Esmond with further details regarding the self-nomination process.

Public Comment: Chief Olme read aloud a letter of thanks for staffs' response to a specific call which saved a life.

Directors' Items: There were no Directors' Items.

DEPARTMENT/  
PERSONNEL  
MATTERS

Chief's Report: Chief Olme reviewed with the Board the written report detailing December activity, noting there were a total of 77 calls in December. There was a total of 770 calls in 2021 which set a record for the District.

**Operations/Personnel Matters:** Chief Olme reported that there are currently two full time Fire Fighter positions open. Chief Olme noted there is one Captain

position and one Driver/Operator position open, and she would like to promote from within the department.

**Vehicles/Equipment Status.** Chief Olme reported that a couple of vehicles are out of service, but all frontline vehicles are in service. Staff has provided a list of routine maintenance items needed for 2022.

**Station Nos. 1 and 2/Facilities.** Chief Olme reported that both stations are in good shape.

**Grant Funds.** Chief Olme reported that the District applied for two sets of extrication equipment through the AFG Grant. Chief Olme reported that the District applied for \$20,000 toward the first round of 800MHZ dual band radios through the Colorado Firefighter Safety and Disease Prevention Grant.

**HazMat.** Chief Olme reported that the leased State Hazmat response vehicle needs new tires, and she will make a request to the South Central Region for the new tires. At this time, the District has only two certified Hazmat Technicians on staff and may reevaluate the need for the leased HazMat vehicle.

**Fire Prevention/Public Education.** There was no new information to report.

**Training.** Chief Olme reported that the Driver Operator and Engineer training took place this week. Chief Olme noted that the Resilience and Company Development training has been postponed to next week and February 1<sup>st</sup>.

**Wildland.** Chief Olme reported that the District received the \$300,000 payment that was outstanding for 2021 wildland deployment invoices. There are three invoices totaling \$170,778.26 still pending payment and one outstanding invoice for \$225,000.

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

**Upcoming Projects.** Chief Olme reported that another firefighter resigned in order to take a position at Summit Fire & EMS Fire Protection District due to higher pay, bringing the total to four firefighters lost to Summit Fire & EMS in the last 12 months. Chief Olme reviewed a proposed total salary increase



with the Board to hopefully correct this trend. The proposal would reduce the number of firefighters on shift to 5 per shift and increase the base salary amounts per position by \$14,000 over the current budgeted amount.

Chief Olme noted that the District's ISO preparations are underway and ready for inspection. Chief Olme also noted that work on the Colorado Wildfire Protection Plan (by the Chiefs and Captain Stamp), Strategic Plan and Capital Improvement Plan are in the initial stages.

Chief Olme reported that she will work with Ms. Adler and Ms. Tinney to prepare information for Board consideration of a proposed mill levy increase as part of the November 2022 coordinated election.

**Expenditure Requests.** If approved by the Board, Chief Olme Requested salary adjustments to begin with the next payroll, retroactive to January 6, 2022. Following discussion, upon motion duly made by Director Zingler, seconded by Director Kritzmire and, upon vote with Directors Zingler, Kritzmire, and Mitchell voting "Aye," the Board approved a \$14,000 base salary amount increase for all staff over the current amount budgeted for 2022. Director Streeter abstained from the vote.

#### FINANCIAL MATTERS

Ratify Payment of Claims: Ms. Tinney reviewed expenditures with the Board for the period December 2, 2021, through December 31, 2021, totaling \$273,391.32. Following review and discussion, upon motion duly made by Director Streeter, seconded by Director Mitchell and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period December 2, 2021, through December 31, 2021 totaling \$273,391.32.

Unaudited Financial Statements, Cash Position Statement: Ms. Tinney reviewed with the Board the unaudited Financial Statements for the period ending November 30, 2021, and the Cash Position Statement for the period ending December 31, 2021. 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 November 30, 2021, and the Cash Position Statement for the period ending December 31, 2021.

LEGAL  
MATTERS

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

2022 Legislative Update: Attorney Powell noted that today was the first day of the 2022 legislative session. The first 2022 legislative tracker will be provided as part of the February Attorneys' Report.

COMMUNITY  
MATTERS

There were no Community Matters brought before the Board.

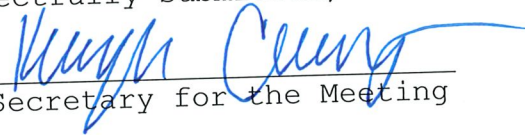
OTHER BUSINESS

Chief Olme reported that she will be out of the country January 22, 2022 through January 28, 2022.

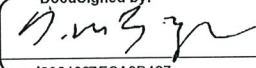
ADJOURNMENT


There being no further business to come before the Board, upon motion duly made by Director Zingler, seconded by Director Kritzmire and, upon vote, unanimously carried, the meeting was adjourned at 7:09 P.M.

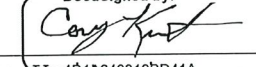
Respectfully submitted,

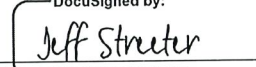
By:   
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF  
THE JANUARY 12, 2022 REGULAR MEETING OF THE NORTH-  
WEST FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY  
THE DIRECTORS SIGNING BELOW:

DocuSigned by:  
  
Tim Zingler

DocuSigned by:  
  
Maria Mitchell

DocuSigned by:  
  
Cory Kritzler

Frank Davis  
DocuSigned by:  
  
Jeff Streeter