

## RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
NORTH-WEST FIRE PROTECTION DISTRICT  
HELD  
April 13, 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 13<sup>th</sup> day of April 2022, at 6:00 P.M., via Microsoft Teams video and audio conference.

### ATTENDANCE

#### Directors in Attendance Were:

Tim Zingler, President/Chairman  
Maria Mitchell, Treasurer  
Cory Kritzmire, Secretary  
Jeff Streeter, Trustee

#### Also in Attendance Were:

Kristy Olme, Fire Chief; North-West Fire Protection District  
Kammy Tinney and Lyndsey Paavilainen; Pinnacle Consulting Group, Inc.  
Emily Powell, Esq.; Ireland, Stapleton, Pryor & Pascoe, P.C.  
David Rial; Resident

Chairman Zingler called the meeting to order at 6:03 P.M.

Chairman Zingler declared that a quorum of the Board was present, with four of four 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 Zingler, seconded by Director Mitchell and, upon vote, unanimously carried, the agenda was approved as amended, adding discussion in Executive Session as Item I.I.

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.

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ADMINISTRATIVE Minutes: The Board reviewed the minutes of the March  
MATTERS 9, 2022 regular meeting. Following review and  
CONTINUED discussion, upon motion duly made by Director  
Kritzmire, seconded by Director Mitchell and, upon  
vote, unanimously carried, the Board approved the  
minutes of the March 9, 2022 regular meeting.

Update from DEO Regarding the May 2022 Regular  
Election: Ms. Tinney, in her capacity as Designated  
Election Official, reported regarding the  
cancellation of the election. There is one vacancy  
remaining on the Board.

Public Comment: There were no members of the public  
present at the meeting.

Directors' Items: Director Zingler noted public  
concern regarding the lack of support to Fire/EMS  
personnel within Park County. Chief Olme shares the  
concern and noted that this topic is a continual  
discussion with area responders as well as the Park  
County Emergency Services Council. Thankfully, the  
District has the support of the local police  
departments of both Alma and Fairplay. Director  
Mitchell noted that the Park County Sheriff's  
Department is currently understaffed with seven open  
positions to be filled. Discussions continue around  
options for the shifts needed to cover, including an  
offer from Chief Olme to assist with housing  
Sheriff's deputies when on shift. Fire/EMS crews  
have been instructed to step back from dangerous  
situations. Director Streeter recommended that  
overall safety training around situational awareness,  
threat assessment, et cetera be provided to crews to  
better equip them during this time that the Sheriff's  
department is understaffed.

Director Kritzmire spoke regarding the proposal for  
construction of a cell tower in Alma and asked about  
the intent of the letter from the Emergency Services  
Council being presented as showing support. Director  
Kritzmire noted that the Town of Alma, the US Forest

Service and Park County have all expressed opposition to the proposal. Chief Olme responded that the letter from the Emergency Services Council was not meant to be in support or opposition of the proposal, only to clarify that the proposed tower would have no impact on emergency response.

EXECUTIVE  
SESSION

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Executive session: Pursuant to § 24-6-402(4)(b) of the Colorado Revised Statutes, Director Zingler moved that this regular public meeting of the Board of the North-West Fire Protection District adjourn and, upon an affirmative vote of at least two-thirds of the quorum present, that the Board reconvene in Executive Session to receive legal advice related to discussion regarding a proposed ballot issue submitted to voters as part of the November 2022 Coordinated Election. Director Kritzmire seconded the motion. The vote carried unanimously. Chief Olme and Ms. Tinney were invited to attend the Executive Session.

Attorney Powell certified for the record that, pursuant to § 24-6-402(4)(b) of the Colorado Revised Statutes, all of the executive session discussion will constitute an attorney-client privileged communication and will not be recorded.

The Board went into Executive Session at 6:30 P.M.

The Board did not engage in substantial discussion of any matter not enumerated in § 24-6-402(4)(b) C.R.S. The Board did not adopt any proposed policy, position, resolution, rule, regulation, or formal action. The Executive Session was adjourned at 6:39 p.m. on a motion by Director Streeter, seconded by Director Kritzmire and passed by the affirmative vote of all members.

The Board reconvened in regular session at 6:39 P.M.

DEPARTMENT/  
PERSONNEL  
MATTERS

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Chief's Report: Chief Olme reviewed with the Board the written report detailing March activity, noting there were a total of 44 calls in March; One Fire, 19 Medicals, 8 Vehicle accidents (one with injuries) and 16 "Other" calls.

Chief Olme reported that the Town of Fairplay is implementing a Fire Mitigation Fee collected through the Town for initial fire inspection. Attorney Powell noted that a short Intergovernmental Agreement between the District and the Town of Fairplay will be needed for fee collection, and she will coordinate further with Chief Olme. Chief Olme noted that Park County intends to ask voters for approval of an additional sales tax specific to short term rentals.

**Operations/Personnel Matters:** Chief Olme reported that employment offers were made to four candidates. There is a need for additional seasonal staff and Chief Olme is working to fill those positions.

**Vehicles/Equipment Status.** Chief Olme reported that the extrication equipment is ordered with an anticipated delivery date in July. Preventive Maintenance continues on all wildland rigs in preparation for the season, and all apparatus are currently in service. Chief Olme noted that it is time to consider the sale of the District's reserve engines.

**Station Nos. 1 and 2/Facilities.** Chief Olme reported that the CrossFit group has volunteered to paint the areas in the bays yet to be completed at Station No. 2 and a local artist has reached out with an offer to paint a mural at Station No. 1.

**Grant Funds.** Chief Olme reported that she applied for two sets of extrication equipment through AFG and applied for funding of three full-time firefighter positions through the SAFER grant applications which remain pending. The District was denied funding for the Colorado Firefighter Safety and Disease Prevention Grant, but additional funding for the program is pending approval from the legislature.

**HazMat.** Chief Olme reported that there is no interest from current staff in becoming HazMat certified, leaving only Chief Olme as a certified HazMat Tech within the District. Chief Olme noted that the majority of HazMat incidents in the county occur in the Bailey area, and she is reaching out to the Chief at Platte Canyon Fire Protection District to see if that District has an interest in housing the HazMat vehicle at one of their stations.

**Fire Prevention/Public Education.** Chief Olme reported that crews will have an opportunity to present at the schools one more time before summer break.

**Training.** Chief Olme reported that HazMat training is scheduled for April and the District plans to host an in-house academy for Firefighter I training beginning in May.

**Wildland.** Chief Olme reported that A & C shifts are done with their wildland refresher training; B shift as well as the Chief will complete refresher training next week.

**Inspections.** Chief Olme reported that all three shifts are preparing for and scheduling inspections for commercial properties and that one shift is reaching out to area HOA's to schedule inspections for residential and mixed-use properties.

**Upcoming Projects.** Chief Olme reported that she met with Ms. Adler, Ms. Tinney, and Operations Chief Green on April 11<sup>th</sup> to discuss capital needs and funding options, as well as the potential for a ballot issue to the voters with the November Coordinated Election.

Chief Olme reported that crews are researching sites for open water sources in the District, detailing location and obtaining authorization for use.

Director Zingler noted that he'd like to see District staff provided the opportunity to participate in Board meetings as part of their ongoing leadership training. Chief Olme agreed and will work to include staff in future meetings.

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FINANCIAL  
MATTERS

Ratify Payment of Claims: Ms. Tinney reviewed expenditures with the Board for the period March 1, 2022 through March 31, 2022, totaling \$270,745.89. Following review and discussion, upon motion duly made by Director Streeter, seconded by Director Kritzmire and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period March 1, 2022 through March 31, 2022, totaling \$270,745.89.

Budget to Actual Report and Cash Position Statement:

Ms. Tinney reviewed with the Board the Budget to Actual report for the period ending February 28, 2022, and the Cash Position Statement for the period ending March 31, 2022. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Kritzmire and, upon vote, unanimously carried, the Board accepted the Budget to Actual report for the period ending February 28, 2022, and the Cash Position Statement for the period ending March 31, 2022.

2021 Audit: Ms. Tinney reported that field work is underway, and she expects an initial draft for internal review in May, with a draft to the Board for review prior to the regular meeting in June.

Public Hearing to consider Resolution to Adopt the Amended 2021 Budget: Upon motion duly made by Director Streeter, seconded by Director Mitchell and, upon vote, unanimously carried, the public hearing to consider the proposed Resolution to Adopt the Amended 2021 Budget was opened.

Ms. Tinney noted that publication of a Notice stating that the Board would consider adoption of the Resolution to Adopt the Amended 2021 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, and no members of the public in attendance had comment. Upon motion duly made by Director Kritzmire, 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 Kritzmire and, upon vote, unanimously carried, the Board adopted the Resolution to Adopt the Amended 2021 Budget.

LEGAL  
MATTERS

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

2022 Legislative Update: Attorney Powell reviewed with the Board several bills introduced in the 2022 Colorado legislative session that, if passed, may impact the District.

COMMUNITY MATTERS

There were no Community Matters brought before the Board.

OTHER BUSINESS

Mr. Rial addressed the Board to express his interest in being considered to fill the vacant position on the Board and provided a brief summary of his background and experience in the fire service.

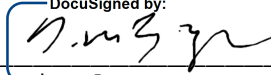
ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Kritzmire, seconded by Director Streeter and, upon vote, unanimously carried, the meeting was adjourned at 7:30 P.M.

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE APRIL 13, 2022 REGULAR MEETING OF THE NORTH-WEST FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS SIGNING BELOW:

DocuSigned by:  
  
\_\_\_\_\_  
Tim Zingler

\_\_\_\_\_  
Maria Mitchell  
DocuSigned by:  
  
\_\_\_\_\_  
Cory Kritzmire

DocuSigned by:  
  
\_\_\_\_\_  
Jeff Streeter