

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
NORTH-WEST FIRE PROTECTION DISTRICT
HELD
January 11, 2023

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 11th day of January, 2023, at 6:00 P.M., at North-West Fire Protection District Station No. 2, 21455 Highway 285, Fairplay, Colorado and via Zoom video and audio conference.

ATTENDANCE

Directors in Attendance Were:

Tim Zingler, President
Jeff Streeter, Vice President (via video conference)
Maria Mitchell, Treasurer (via video conference)
Cory Kritzmire, Secretary
David Rial, Director (via video conference)

Also in Attendance Were:

Kristy Olme, Fire Chief; North-West Fire Protection District
John Waddick (Captain), Alex Fernandez (Driver/Operator), Nik Varma (Driver/Operator), Jesse McDonald (Firefighter), Nick Bell (Firefighter), Kevin Essary (Firefighter); C Shift Firefighters; North-West Fire Protection District
Tiffany Skoglund, and Kieyesia Conaway; Pinnacle Consulting Group, Inc. (via videoconference)
Emily Powell, Esq.; Ireland Stapleton Pryor & Pascoe, PC (via videoconference)

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

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

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 November 9, 2022, Regular Board 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 November 9, 2022, Regular Board meeting.

Public Comment: Janelle with the Town of Fairplay introduced herself and stated that she wanted to attend to see how the District held their meetings, noting that she would like to be more involved and have the Town and the District work closely together moving forward. Janelle discussed multiple issues on which the Town and District may be able to cooperate, including water usage matters, dog vaccination and licensing, abandoned structures, and the possibility of having quarterly intergovernmental meetings with the County, Town, and District. Janelle then thanked the Firefighters for doing inspections throughout the Town. She noted that the Town has been receiving great feedback about the inspections and the firefighters themselves, stating they are very respectful and informative while doing the checks.

Directors' Items: Director Zingler reported that he was proud that the Town of Alma has noticed that there is a greater Firefighter presence at the station there.

DEPARTMENT
MATTERS

Chief's Report: Chief Olme reviewed with the Board the written report detailing November and December activity, noting there were a total of 51 calls in November: 1 Wildfire, 22 Medicals, 12 Vehicle Accidents (3 with injuries) and 16 "Other" calls.

There were a total of 76 Calls in December: 2 Fires (one Wildfire and one Structure), 39 Medical, 18 Vehicle Accidents (4 with Injuries), and 17 "Other" calls.

Operations/Personnel Matters: Chief Olme reported that the District's responses to Short-term Rentals account for 5.7% for November and 10.53% for December of its total responses, and there were a total of 716 calls for 2022.

Vehicles/Equipment Status: Chief Olme reported that all vehicles are in District and in service. Milan has some regular service updates to do, but nothing taking any vehicles out of service. Director Mitchell noted that Milan has been working very hard the last two weeks throughout the community, volunteering a lot of his time with the Dispatch Center and doing a run for the Communication Center that she could not find anyone else to do for her. Director Mitchell would like to help Milan reduce the amount of time he spends volunteering and help him get paid so he will feel appreciated. Chief Olme agrees with this, and they will work with him to find a solution.

Station Nos. 1 and 2/Facilities: Chief Olme reported that Station 2 needs a lot of improvements to make it comfortable. Discussions have been had about using ceiling space in the bays to create more living space, but there is little room in the ceiling due to it being used for storage. Discussions are also being had about utilizing more of the land surrounding the Station to add to the building to have better living conditions for the Firefighters. This would include a 2-level building with a 20X30 gathering room, kitchen, and living quarters. Constructing separate living quarters on the property will be less expensive than building a new station but will still be costly. Chief Olme noted that the Valley of the Sun area is where she would like to focus for a new station. Chief Olme suggested it would be possible to turn a house into a station by adding an oversized garage or shop area to house the vehicles. This would temporarily solve that area's response issues without spending millions on a new station. Director Kritzmire noted that there might be zoning issues, and Chief Olme stated she is already researching this and the District possibly can use residential zoning

for the living quarters and "shop/storage" for the bay. Chief Olme is also looking into this with Park County. Ms. Powell noted that the District may be able to obtain a special use permit for the new station.

Chief Olme also noted that she is looking into using goats to help with fire mitigation in the Valley of the Sun area, as their grazing is effective in keeping vegetative fuels low. She is trying to think outside the box and find more solutions.

Grant Funds: Chief Olme reported that the District's applications for funds were denied for the Assistance to Firefighters (AFG) Grant; the Colorado Firefighter Safety and Disease Prevention Grant; and the SAFER Grant. Chief Olme will be constantly looking into other grant opportunities and reapplying for the AFG and SAFER grants while changing the AFG grant to be for radios.

HazMat: Chief Olme had nothing to report on Hazmat this month aside from revisiting getting the Hazmat vehicle to Platte Valley Fire Protection District.

Fire Prevention/Public Education: Chief Olme reported that the District hosted a holiday toy drive that benefited about 10 families. There are plenty of left over toys that will be held until next year's toy drive. Chief Olme noted that she would like to be more involved with the community to be able to provide for more families in 2023, including a coat drive for the next winter season.

Training: Chief Olme reported that District is back to normal on shift trainings. Chief Olme noted she is working on Blue Card training; March will be the hands-on training and then that will be brought back to train the Firefighters. Chief Olme reported that there will be a Wildland fire refresher coming up as well.

Wildland: Chief Olme reported that all vehicles and staff are back in District but ready to go out if anything comes up. Chief Olme reported that one bigger deployment invoice has to be resubmitted in 3 different fire formats. All other fire invoices have been submitted and paid out, and the District hopes

to have the remaining payments out in 6 weeks.

Inspections: Chief Olme reported that Ms. Powell has provided a draft agreement with Charles Abbott Associates for plan review and inspection services. Chief Olme is working with the Town to review.

Upcoming Projects: Chief Olme reported that the District's ISO review is coming up in March and she is working on preparing for this alongside Director Mitchell and dispatch. Chief Olme noted that there is a committee being formed to address pending WUI code legislation that is anticipated to come from the state later this spring.

Chief Olme noted that fire suppressor ponds are a large item of discussion within the County, and the District is working on the legalities to make sure they get priority with being refilled. The County will have a limit on these ponds and it will have a big impact on neighboring communities more than the areas with dry hydrants.

Chief Olme noted that the District's strategic planning will change with the passage of the mill levy increase and she will review this once she has it complete.

Chief Olme noted that she was made aware that the town of Alma has been listed as #7 in Colorado for buying a second home/ski home.

Consider expenditure requests: Chief Olme reported that when Station 1 was previously updated, the Station had a toilet taken out to make room for a shower. While this worked for a while, Chief Olme has come to realize that a second toilet is needed at the Station and would like to have this reinstalled. This requires plumbing and the toilet at a total cost of \$6250.00. Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Rial and, upon vote, unanimously carried, the expenditure request was approved for \$6250.00

FINANCIAL
MATTERS

Ratify Payment of Claims: Ms. Skoglund reviewed expenditures with the Board for the period November

1, 2022 through December 31, 2022, totaling \$415,904.61. Following review and discussion, upon motion duly made by Director Streeter, seconded by Director Rial and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period November 1, 2022 through December 31, 2022, totaling \$415,904.61.

Budget Vs. Actual Report and Cash Position Statement: Ms. Skoglund reviewed with the Board the Budget Vs. Actual Report for the period ending November 30, 2022, and the Cash Position Statement for the period ending December 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 Vs. Actual Report for the period ending November 30, 2022, and the Cash Position Statement for the period ending December 31, 2022.

LEGAL
MATTERS

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

Review Agreement to Perform Election Services with Community Resource Services: Ms. Powell and Ms. Skoglund reviewed the final Agreement to Perform Election Services with Community Resource Services with the Board and answered questions.

Approval of Resolution Calling for May 2023 Election: Ms. Powell presented the Resolution Calling for May 2023 Election to the Board and answered questions. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Kritzmire and, upon vote, unanimously carried, the Board approved the Resolution Calling for May 2023 Election.

Approval of Resolution Establishing a Policy for Requests for Public Records: Ms. Powell presented the Resolution Establishing a Policy for Requests for Public Records to the Board and answered questions. Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Mitchell and, upon vote, unanimously carried, the Board approved the Resolution Establishing a Policy for Requests for Public Records.

COMMUNITY MATTERS

There were no Community Matters to bring before the Board.

OTHER BUSINESS

There was no Other Business to bring before the Board.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Streeter, seconded by Director Mitchell and, upon vote, unanimously carried, the meeting was adjourned at 7:20 P.M.

Respectfully submitted,

By: Kieyesia Coraway
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE JANUARY 11, 2023 REGULAR MEETING OF THE NORTH-WEST FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS SIGNING BELOW:

DocuSigned by:
Tim Streeter
Tim Streeter

DocuSigned by:
Jeff Streeter
Jeff Streeter

DocuSigned by:
Maria Mitchell
Maria Mitchell

DocuSigned by:
Cory Kritzmire
Cory Kritzmire

DocuSigned by:
David Rial
David Rial