

# RECORD OF PROCEEDINGS

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PEYTON FIRE PROTECTION DISTRICT HELD JANUARY 10, 2023

A Regular Meeting of the Board of Directors of the Peyton Fire Protection District (referred to hereafter as “Board”) was held on Tuesday, the 10<sup>th</sup> day of January, 2023, at 6:30 p.m. at the Peyton Fire Protection District Fire Station, 13665 Railroad Street, Peyton, Colorado 80831 and was also held by conference call. The meeting was open to the public to join by both methods.

### ATTENDANCE

#### Directors In Attendance Were:

David Rolenc  
Clayton Miller  
Ryan Orness  
Amy Turner

#### Also In Attendance Were:

Steve Beck and Larry Loften; Special District Management Services, Inc. (“SDMS”)

Jack Reutzal, Esq.; Fairfield & Woods, P.C.

Chief Jeff Turner

Assistant Chief Oakley Revels

Firefighter Vickie Revels

Roger Sherman; CRL Associates, Inc.

### PLEDGE OF ALLEGIANCE

Pledge of Allegiance: Director Rolenc led the Board in reciting the Pledge of Allegiance.

### DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosure of Potential Conflicts of Interest: The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Attorney Reutzal noted that conflicts were filed for applicable Directors at least 72-hours prior to the meeting. Mr.

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Beck also noted that a quorum was present and requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting. No conflicts were noted.

### ADMINISTRATIVE MATTERS

**Agenda:** Mr. Beck reviewed the proposed Agenda for the District's Regular Meeting.

Following discussion, upon motion duly made by Director Turner, seconded by Director Rolenc and, upon vote, unanimously carried, the Agenda was approved, as presented.

**Meeting Location/Manner and Posting of Meeting Notice:** The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. The Board meeting was held via teleconference and at the physical location.

Mr. Beck reported that notice was duly posted and that no objections to the telephonic manner of the meeting or any requests that the telephonic manner of the meeting be changed by taxpaying electors within the District boundaries have been received.

**Minutes:** The Board reviewed Minutes from the December 13, 2022 Regular Meeting.

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Turner and, upon vote, unanimously carried, the Minutes of the December 13, 2022 Regular Meeting were approved, as presented.

### PUBLIC COMMENT

There were no comments from the public.

### FINANCIAL MATTERS

**Claims:** The Board considered ratifying the approval of the payment of claims as follows:

Fund	Period Ending December 31, 2022
General	\$ 30,854.63
Debt	\$ -0-
Capital	\$ 1,416.76
<b>Total</b>	<b>\$ 32,271.39</b>

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Following discussion, upon motion duly made by Director Orness, seconded by Director Miller and, upon vote, unanimously carried, the Board ratified the approval of the payment of claims as presented.

**Financial Statements:** Mr. Beck reviewed with the Board the unaudited financial statements of the District for the period ending November 30, 2022 and statement of Cash Position as of November 30, 2022.

Following discussion, upon motion duly made by Director Miller, seconded by Director Turner and, upon vote, unanimously carried, the Board accepted the unaudited financial statements of the District for the period ending November 30, 2022 and statement of Cash Position as of November 30, 2022.

**Future Financing Ideas:** Mr. Beck discussed the status of purchasing T-Bills through Wells Fargo. Director Rolenc suggested that that a private account be set up and Attorney Reutzel will review and report back to the Board.

**Update from CRL Associates, Inc.:** Mr. Sherman reviewed with the Board the contract and educational plan.

*Agreement between the District and CRL Associates, Inc. for an Education Project for the May 2, 2023 Election:* Attorney Reutzel reviewed with the Board an Agreement between the District and CRL Associates, Inc. for an education project for the May 2, 2023 election.

Following discussion, upon motion duly made by Director Miller, seconded by Director Turner and, upon vote, unanimously carried, the Board approved the Agreement between the District and CRL Associates, Inc. for an education project for the May 2, 2023 election, subject to language revision by CRL and final review by Attorney Reutzel.

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### **OFFICER REPORTS/ ANNOUNCEMENTS**

#### **Fire Chief:**

*Monthly Call Volumes:* Chief Turner reported that 568 calls were received in 2022 which is 21 more call than received in 2021. He also reported 69 calls were received in December 2022.

*Personnel Count:* Chief Turner reported that there are currently sixteen (16) fire fighters.

*District Vehicles:* Chief Turner reported that all vehicles are in service.

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**Assistant Chief:** Assistant Chief Oakley Revels updated the Board on the Basic Life Support transport ambulance. It was noted he will have a license in a week and then on an annual basis.

**Captain:** There was no report at this time.

**President:** There was no report at this time.

**Vice President:** Director Miller asked for information about Director term limits. It was noted Patrick Palacol would like to be on the Board again.

**Treasurer:** There was no report at this time.

**Secretary:** Director Turner reported the Class A uniforms came in. It was noted the Chief's Ball is on February 24, 2023 and the Board is looking for donations for the silent auction.

**Auxiliary Report:** There was no report at this time.

**Events for the Year:** There was no report at this time.

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### **LEGAL MATTERS**

**Station No. 2:** Attorney Reutzler provided an update to the Board regarding Station No. 2 on Sweet Road. He noted he received an estimate for the subdivision extension plat, in the amount of \$2070 and \$915 for the site plan.

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### **OPERATIONS AND MAINTENANCE**

**Strategic Plan:** There was no update at this time.

**Grant Funding Opportunities:** There was no update at this time.

**Wildland Fire Program:** There was no update at this time.

**Computer and Security System Maintenance:** There was no update at this time.

**Internet Monitoring:** There was no update at this time.

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### **OTHER BUSINESS**

**Upcoming Events:** It was noted that there were no immediate upcoming events.

**Future Agenda Items:** It was noted to add the approval of the appointment of Patrick Palacol, adding a new security system, camera systems and purchasing a snow plow for a truck to the next meeting agenda.

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### ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Turner, seconded by Director Miller and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By /s/ Amy Turner  
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL JANUARY 10, 2023 MEETING MINUTES OF THE PEYTON FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

\_\_\_\_\_  
Clayton Miller

\_\_\_\_\_  
David Rolenc

*Ryan Orness*  
\_\_\_\_\_  
Ryan Orness

*Amy Turner*  
\_\_\_\_\_  
Amy Turner