

# 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 14, 2020

A Regular Meeting of the Board of Directors of the Peyton Fire Protection District (referred to hereafter as “Board”) was held on Tuesday, the 14th day of January, 2020, at 6:30 p.m. at the Peyton Fire Protection District Fire Station, 13665 Railroad Street, Peyton, Colorado 80831. The meeting was open to the public.

### ATTENDANCE

#### Directors In Attendance Were:

Patrick Palacol  
Clayton Miller  
David Rolenc  
Amy Turner (via speakerphone)  
Kaelan Miller (via speakerphone)

#### Also In Attendance Were:

David Solin; Special District Management Services, Inc. (“SDMS”) (via speakerphone)

Rita Connerly, Esq.; Fairfield & Woods, P.C. (via speakerphone)

Chief Turner

Captain Dell’Ario

Charles Turner; Resident

### PLEDGE OF ALLEGIANCE

Pledge of Allegiance: Director Palacol 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. Director Clayton Miller noted that conflicts were filed for applicable Directors at least 72 hours prior to the meeting. Director Clayton Miller 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.

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### **ADMINISTRATIVE MATTERS**

**Agenda:** Director Palacol reviewed the proposed Agenda for the District's Regular Meeting.

Following discussion, upon motion duly made by Director Miller, seconded by Director Palacol and, upon vote, unanimously carried, the Agenda was approved, as amended.

**Minutes:** The Board reviewed Minutes from the November 12, 2019 Regular Meeting.

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Miller and, upon vote, unanimously carried, the Minutes from the November 12, 2019 Regular Meeting were approved.

**Appointment of Assistant Secretary:** The Board deferred discussion.

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### **PUBLIC COMMENT**

**Charles Turner (Prairie Vista Meadows Community Resident):** Mr. Turner noted for the Board that he presented documents on September 18, 2019 regarding cistern capacities and requirements. He noted that he is concerned that nothing has been finalized. He asked for a review by Attorney Connerly to see why the District should be paying for the connection hardware to the cistern in Prairie Vista Meadows, rather than the Prairie Vista Meadows Homeowners' Association.

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### **FINANCIAL MATTERS**

**Claims:** Mr. Solin reviewed with the Board the payment of claims for the period ending December 18, 2019, in the amount of \$31,859.16.

Following review and discussion, upon motion duly made by Director Miller, seconded by Director Rolenc and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending December 18, 2019, in the amount of \$31,859.16.

Mr. Solin then reviewed with the Board the payment of claims for the period ending January 9, 2020, in the amount of \$17,228.67.

Following review and discussion, upon motion duly made by Director Rolenc, seconded by Director Miller and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending January 9, 2020, in the amount of \$17,228.67.

**Financial Statements:** The Board deferred discussion.

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**Status of Insurance Repairs:** The Board discussed the status of the insurance repairs. It was noted that all work has been satisfactorily completed.

**Bank Account Transfer to First Bank:** The Board discussed the bank account transfer to First Bank. The Board members stated that they will drop off their documents at First Bank as quickly as possible.

**Possible Pumper Loan:** The Board discussed a possible loan for a new Pumper Truck.

Following review and discussion, upon motion duly made by Director Palacol, seconded by Director Rolenc and, upon vote, unanimously carried, the Board authorized a five-year lease either with funds budgeted and appropriated to purchase or a lease purchase agreement, subject to review by Legal Counsel.

### **OFFICER REPORTS/ ANNOUNCEMENTS**

**Fire Chief:** Fire Chief Turner reviewed the Activity Report with the Board.

**Monthly Call Volumes:** Fire Chief Turner reported that 587 calls have been received in 2019. As of December 25, 2019, there were 3 fire and 22 medical calls.

**Personnel Count:** Fire Chief Turner reported that there are currently 14 volunteer firefighters, including, 2 probationary, and 2 on leaves of absence.

**District Vehicles:** Fire Chief Turner reported that all vehicles are in good shape with the exception of 3645 which is out of service.

**Assistant Chief:** Assistant Chief Revels reported that the MDT terminals are operating.

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

**President:** President Palacol thanked the Board for their assistance in managing the past two meetings without him.

**Vice President:** Vice President Miller noted that the District is in need of a new gas card provider. Chief Turner will look into options in El Paso County and Director Palacol will look into a State card.

**Treasurer/Assistant Secretary:** The Board requested that Special District Management Services, Inc. will ensure that during the Banking transition, the Department has valid credit cards at all times.

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**Secretary:** Secretary Turner had no report.

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

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### **LEGAL MATTERS**

**Amendment to the District's Policies:** The Board determined to defer this matter, pending additional legal review.

**Possible Peyton Pines Station:** Chief Turner reported that he plans to meet with the County onsite to discuss zoning matters.

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### **OPERATIONS AND MAINTENANCE**

**Strategic Plan:** Conversation on the Strategic Plan was deferred.

**Financing Options for Capital Improvements:** Conversation on Financing Options for Capital Improvements was deferred.

**Grant Funding Opportunities:** Director Palacol reported to the Board that he is applying for a \$15,000 grant for safety equipment. He also noted that there are several additional grants he will be applying for in 2020.

**Wildland Fire Program:** Conversation on the Wildland Fire Program was deferred.

**Computer Maintenance:** Conversation on the Computer Maintenance was deferred.

**District Operational Audit:** Conversation on District Operational Audit was deferred.

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### **OTHER BUSINESS**

**Upcoming Events:** There are no upcoming events at this time.

**Future Agenda Items:** The Board discussed future agenda items.

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### ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Miller, seconded by Director Rolenc 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 14, 2020 MEETING MINUTES OF THE PEYTON FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

\_\_\_\_\_  
Patrick Palacol

*Clayton D. Miller*

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

*[Signature]*

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

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

\_\_\_\_\_  
Kaelan Miller