

# RECORD OF PROCEEDINGS

---

## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PEYTON FIRE PROTECTION DISTRICT HELD MARCH 14, 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 14<sup>th</sup> day of March, 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  
Amy Turner  
Ryan Orness

Following discussion, upon motion duly made by Director Turner, seconded by Director Rolenc and, upon vote, unanimously carried, the absence of Director Miller was excused.

#### Also In Attendance Were:

David Solin; Special District Management Services, Inc. (“SDMS”)  
  
Jack Reutzal, Esq.; Fairfield & Woods, P.C.  
  
Oakley Revels; Assistant Chief  
  
Firefighter Revels  
  
Firefighter Markowski  
  
Sandy Salladay; Board Candidate – Ellicott Fire Protection District  
  
Victoria Markowski; Board Electee – Peyton Fire Protection District

### PLEDGE OF ALLEGIANCE

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

## RECORD OF PROCEEDINGS

---

### 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 Reutzel noted that conflicts were filed for applicable Directors at least 72-hours prior to the meeting. Mr. Solin 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. Solin 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. Solin 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 February 14, 2023 Regular Meeting.

Following discussion, upon motion duly made by Director Turner, seconded by Director Rolenc and, upon vote, unanimously carried, the Minutes of the February 14, 2023 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:

## RECORD OF PROCEEDINGS

---

Fund	Period Ending Feb. 28, 2023
General	\$ 9,571.65
Debt	\$ -0-
Capital	\$ 70.83
<b>Total</b>	<b>\$ 9,642.48</b>

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

**Financial Statements:** Mr. Solin reviewed with the Board the unaudited financial statements of the District for the period ending February 28, 2023 and statement of Cash Position as of February 28, 2023.

Following discussion, upon motion duly made by Director Turner, seconded by Director Rolenc and, upon vote, unanimously carried, the Board accepted the unaudited financial statements of the District for the period ending February 28, 2023 and statement of Cash Position as of February 28, 2023.

**Future Financing Ideas:** There was no update at this time.

**CRL Associates, Inc.:** Attorney Reutzell provided the Board with a status for a November TABOR election.

---

### **OFFICER REPORTS/ ANNOUNCEMENTS**

**Fire Chief:** Assistant Chief Revels reviewed with the Board the Fire Chiefs report.

*Monthly Call Volumes:* Assistant Chief Revels reported that 53 calls were received in February 2023.

*Personnel Count:* Assistant Chief Revels reported that there are currently sixteen (16) fire fighters including thirteen (13) full and three (3) on probationary status, one (1) of those being on a leave of absence.

*District Vehicles:* Assistant Chief Revels reported that all vehicles are in service and a plow has been installed on 3642.

**Assistant Chief:** Assistant Chief Revels reported that the McClelland Rd. property with a cistern requirement has not yet had the cistern installed.

Assistant Chief Revels also reported that a new commercial property on Hwy 24 is in the planning stages. The preliminary plan is for a 75-acre tree farm. It is anticipated that the District will require a cistern to be installed prior to approval.

## RECORD OF PROCEEDINGS

---

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

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

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

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

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

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

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

---

### **LEGAL MATTERS**

**Station No. 2:** Mr. Reutzler reported the property donor's attorney is still reviewing the draft Agreement.

**Encompass Services to Process the Site Plan Exemption:** The Board reviewed a quote from Encompass Services to process the Site Plan Exemption.

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Turner and, upon vote, unanimously carried, the Board accepted the quote from Encompass Services to process the Site Plan Exemption.

---

### **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:**

**Status of New RFID Lock System:** Assistant Chief Revels reported that the system has been installed and is operational.

**New Camera System:** Assistant Chief Revels reported that Chief Turner is still waiting on the quote. The Board deferred discussion.

**Opportunities for Targeted Community Outreach and Services for Residents:** The Board deferred discussion.

---

## RECORD OF PROCEEDINGS

---

### OTHER BUSINESS

**May 2, 2023 election:** The Board discussed the May 2, 2023 election.

---

### ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made, seconded 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 MARCH 14, 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