

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PEYTON FIRE PROTECTION DISTRICT HELD MAY 14, 2019

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 May, 2019, 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

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

Also In Attendance Were:

Ashley B. Frisbie; Special District Management Services, Inc. (via speakerphone)

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

Interim Fire Chief Turner

Captain Revels

Firefighter Dell' Ario (for a portion of the meeting) and Firefighter Vogelgesang

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 Palacol noted that conflicts were filed for applicable Directors at least 72 hours prior to the meeting. Director

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

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

Minutes: The Board determined to defer this matter.

Board Vacancy: The Board entered into discussion regarding the current Board Vacancy. Director Miller reported that there may be possible interest in the open board position, but outreach should continue.

Status of Insurance Claims: The Board discussed the status of insurance claims. It was noted that AJ Boone Exteriors was not able to comply with the District's insurance requirements, so they will not be performing the hail damage repair work, and the check issued to AJ Boone Exteriors should be voided. Following discussion, the Board directed Ms. Frisbie to confirm that the District's insurance company has all necessary information of all insurance claims.

PUBLIC COMMENT

There was no public comment.

FINANCIAL MATTERS

Claims: Ms. Frisbie reviewed with the Board the payment of claims for the period ending May 14, 2019, in the amount of \$21,135.06.

Following review and discussion, upon motion duly made by Director Rolenc, seconded by Director Palacol and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending May 14, 2019.

Financial Statements: Ms. Frisbie reviewed with the Board the unaudited financial statements of the District for the period ending April 30, 2019.

Following discussion, upon motion duly made by Director Miller, seconded by Director Rolenc and, upon vote, unanimously carried, the Board accepted the unaudited financial statements of the District for the period ending April 30, 2019.

District Amazon Account: The Board discussed the creation of a District Amazon account.

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Following discussion, upon motion duly made by Director Rolenc, seconded by Director Palacol and, upon vote, unanimously carried, the Board authorized Interim Fire Chief Turner to create a District Amazon account.

OFFICER REPORTS/ ANNOUNCEMENTS

Interim Fire Chief: Interim Fire Chief Turner reviewed the Activity Report with the Board. He reported that the District received a retired DFPC Type 6 Engine donation from the Colorado State Patrol. He also offered to donate some of his personal land for a satellite station. The Board determined to look into the zoning of the land to see if that could be a possibility.

Monthly Call Volumes: Interim Fire Chief Turner reported that 32 calls were received during April, 8 of which were fire calls and 7 of which were medical calls.

Personnel Count: Interim Fire Chief Turner reported that there are currently 16 volunteer firefighters.

District Vehicles: Interim Fire Chief Turner reported that the pump on the 3661 Freightliner has been damaged and it is currently unable to hold water.

Captain: Captain Revels reported that there has been at least 1 structure fire each month so far in 2019; however, there have been no total losses.

President: President Palacol inquired about the status of the Memorandum of Understanding (“MOU”) with Colorado Springs. Attorney Connerly reported that she had reviewed the MOU and provided comments back to Colorado Springs.

Vice President: Vice President Miller had nothing to report.

Treasurer/Assistant Secretary: Treasurer/Assistant Secretary Rolenc reported that the District has received a matching grant reimbursement for training in the amount of \$2,625.00, which will need to be sent back to EMS Training.

Donations: Treasurer/Assistant Secretary Rolenc reviewed with the Board the receipt of donations received as follows:

- \$370.00 for donations.
- \$184.00 for uniforms.

Secretary: Secretary Turner was absent.

Auxiliary Report: It was reported that an appreciation picnic will be held on May 25, 2019.

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LEGAL MATTERS

Executive Session pursuant to Sections 24-6-402 (4)(b) & (f) C.R.S., if necessary, for purposes of receiving legal advice from counsel and or determining positions with respect to personnel matters: The Board determined that an executive session was not necessary.

Potential Mill Levy Increase and November 2019 Election for the Same: It was noted that Assessed Valuations in the county have gone up exponentially. Following discussion, the Board determined to defer this matter.

District Policies: The Board discussed updates to the District's Policies. It was noted that the District's By-Laws were previously terminated.

Cistern Installation Specifications: The Board discussed cistern installation specifications. Following discussion, the Board determined to use the specifications similar to what is being used by the Falcon Fire Protection District. The Board directed Attorney Connerly to draft and present an amendment for action at the June 11, 2019 regular meeting.

Member Application Process: The Board discussed the member application process. Following discussion, the Board determined to eliminate the cap on the number of volunteers, and allow the amount to be determined by the Board. The Board also determined to have the Fire Chief review member applications, rather than the Board.

Following discussion, the Board directed Attorney Connerly to prepare an amendment to the District's Policies reflecting the changes as noted.

Cistern Relating to Prairie Vista Estates: The Board determined to defer this matter.

Status of Applications for Fire Chief: The Board announced that Jeffery Turner is the sole finalist for the Fire Chief position. No action was taken by the Board.

Revise Charter to Increase Membership: It was noted that this matter was discussed in conjunction with updates to the District's Policies.

OPERATIONS AND MAINTENANCE

Strategic Plan: The Board determined to defer this matter.

Financing Options for Capital Improvements: The Board determined to defer this matter.

Grant Funding Opportunities: Interim Fire Chief Turner reported that he has applied for a wildland gear grant available through Firehouse Subs.

Wildland Fire Program: The Board discussed the Wildland Fire Program.

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Computer Maintenance: Director Rolenc reported that Aplus Computers will no longer be providing IT services for the District, and that all District equipment needs to be returned.

ISO Fire Department Rating Initiative: The Board determined to defer this matter.

District Operational Audit: The Board determined to defer this matter.

OTHER BUSINESS

Upcoming Events: The Board discussed the following upcoming events:

- Appreciation Picnic on May 25, 2019
- Pancake breakfast in June.

Future Agenda Items: The Board discussed future agenda items.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Rolenc, 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 MAY 14, 2019 MINUTES OF THE PEYTON FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:



Patrick Palacol



Clayton Miller



David Rolenc

Amy Turner