

# RECORD OF PROCEEDINGS

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PEYTON FIRE PROTECTION DISTRICT HELD SEPTEMBER 13, 2022

A Regular Meeting of the Board of Directors of the Peyton Fire Protection District (referred to hereafter as “Board”) was held on Tuesday, the 13<sup>th</sup> day of September, 2022, 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:

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

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

Chief Jeff Turner

Assistant Chief Oakley Revels (for a portion of the meeting)

Lieutenant Daniel Zoorob (for a portion of the meeting)

Rick Gillit, Resident (for a portion of the meeting)

### 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. Solin also noted that a quorum was present and requested members of the Board

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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 amended.

**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 August 9, 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 August 9, 2022 Regular Meeting were approved, as presented.

**Resignation and Appointment of Secretary to the Board:** The Board discussed the resignation of David Solin and considered the appointment of Steve Beck as Secretary to the Board.

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Turner and, upon vote, unanimously carried, the Board accepted the resignation of David Solin as Secretary to the Board and appointed Steve Beck as Secretary to the Board.

### PUBLIC COMMENT

Mr. Gillit presented to the Board his ideas for a property conveyance process for Station 2. Attorney Reutzler noted he will discuss this matter during legal matters.

### FINANCIAL MATTERS

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

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Fund	Period Ending August 31, 2022	Special Payment EMS Training	Special Payment Member Recognition
General	\$ 6,426.73	\$ 900.00	\$ 165.00
Debt	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-
<b>Total</b>	<b>\$ 6,426.73</b>	<b>\$ 900.00</b>	<b>\$ 165.00</b>

Following discussion, upon motion duly made by Director Turner, seconded by Director Orness 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 July 31, 2022 and statement of Cash Position as of July 31, 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 July 31, 2022 and statement of Cash Position as of July 31, 2022.

**Future Financing Ideas:** The Board deferred discussion.

### OFFICER REPORTS/ ANNOUNCEMENTS

**Fire Chief:** Chief Turner discussed with the Board the gasoline allowance allotted to the firefighters for calls.

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Turner and, upon vote, unanimously carried, the Board approved increasing the gasoline allowance from \$3 to \$5 per call.

Chief Turner further noted the Department will need to order Class A uniforms.

*Monthly Call Volumes:* Chief Turner reported that 34 calls were received in August 2022.

*Personnel Count:* Chief Turner reported that there are currently thirteen (13) active fire fighters, including two (2) on probationary status and one (1) on leave of absence.

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

**Assistant Chief:** There was no report at this time.

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

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

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

**Treasurer:** Director Orness asked what is the best process for reporting of deposits. Mr. Beck told him to email receipts to sbeck@sdmsi.com.

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

**Auxiliary Report:** It was noted the Auxiliary is working on setting a schedule for the Department's Christmas part, a school presentation and a pancake breakfast.

**Events for the Year:** It was noted there none at this time.

### **LEGAL MATTERS**

**Station No. 2:** Attorney Reutzel provided an update to the Board regarding Station No. 2.

**Agreement of Services between Encompass Services and the District for Survey Work:** The Board reviewed an Agreement of Services between Encompass Services and the District for survey work.

Following discussion, upon motion duly made by Director Miller, seconded by Director Turner and, upon vote, unanimously carried, the Board ratified approval of the Agreement of Services between Encompass Services and the District for survey work, in an amount not to exceed \$400. The Board further authorized Director Rolenc to sign the Agreement.

### **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.

### **OTHER BUSINESS**

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

**Future Agenda Items:** No additional items were added.

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### 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 SEPTEMBER 13, 2022 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*  
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Amy Turner