

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE PEYTON FIRE PROTECTION DISTRICT HELD NOVEMBER 10, 2020

A Special Meeting of the Board of Directors of the Peyton Fire Protection District (referred to hereafter as “Board”) was held on Tuesday, the 10th day of November, 2020, at 6:30 p.m. The meeting was open to the public.

The meeting was held via conference call due to the State of Emergency declared by Governor Polis and Public Health Order 20-23 Implementing Social Distancing Measures, and threat posed by the COVID-19 coronavirus.

ATTENDANCE

Directors In Attendance Were:

David Rolenc
Clayton Miller
Amy Turner

Also In Attendance Were:

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

Rita Connerly, Esq.; Fairfield & Woods, P.C.

Chief Jeff Turner

Assistant Chief Oakley Revels

Captain Michael Dell’Ario

Vicki Revels; Firefighter

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 Connerly noted that conflicts were filed for applicable Directors at least 72 hours prior to the meeting. Director Rolenc also noted that a quorum was present and requested members of the

RECORD OF PROCEEDINGS

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 Special Meeting.

Following discussion, upon motion duly made by Director Miller, 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 noted that due to Executive Orders issued by Governor Polis and Public Health Orders implementing the Executive Orders issued by the Colorado Department of Health and Environment, and the threat posed by the COVID-19 coronavirus, the meeting was held via teleconference.

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 October 13, 2020 Special Meeting.

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Miller and, upon vote, unanimously carried, the Minutes of the October 13, 2020 Special Meeting were approved, as presented.

Resolution No. 2020-11-01; Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Locations for Posting of 24-Hour Notices: Mr. Solin discussed with the Board Resolution No. 2020-11-01; Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Locations for Posting of 24-Hour Notices.

The Board determined to meet at 6:30 p.m. on the second Tuesday of each month at the Peyton Fire Protection District Fire Station, 13665 Railroad Street, Peyton, Colorado 80831

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Miller and, upon vote, unanimously carried, the Board adopted Resolution No. 2020-11-01; Establishing Regular Meeting Dates, Time and Location, and Designating Location for 24-Hour Notices.

RECORD OF PROCEEDINGS

§32-1-809, C.R.S. Reporting Requirements, Mode of Eligible Elector Notification for 2021: The Board discussed §32-1-809, C.R.S. reporting requirements and mode of eligible elector notification for 2021.

Following discussion, upon motion duly made by Director Miller, seconded by Director Rolenc and, upon vote, unanimously carried, the Board determined to post the required transparency notice information on the Special District Association's website and the District website.

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 October 8, 2020
General	\$ 6,602.80
Debt	\$ -0-
Capital	\$ -0-
Total	\$ 6,602.80

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

Mill Levy Increase: The Board deferred discussion.

2020 Application for Exemption from Audit: The Board discussed the requirements for an audit. Following review and discussion, the Board directed Mr. Solin to obtain proposals from Accountants to prepare an Audit for 2020.

2020 Budget Amendment Hearing: The President opened the public hearing to consider the Resolution to Amend the 2020 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of a Resolution to Amend the 2020 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing. No public comments were received, and the public hearing was closed.

Following review and discussion, Director Miller moved to adopt the Resolution to Amend 2020 Budget, Director Amy Turner seconded the motion and, upon vote, unanimously carried, the Board adopted Resolution No. 2020-11-02 to

RECORD OF PROCEEDINGS

Amend the 2020 Budget. A copy of the adopted Resolution is attached hereto and incorporated herein by this reference.

2021 Budget Hearing: The President opened the Public Hearing to consider the proposed 2021 Budget and to discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of the 2021 Budget and the date, time and location of the Public Hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this Public Hearing. No public comments were received and the Public Hearing was closed.

Mr. Solin reviewed the estimated 2020 expenditures and the proposed 2021 expenditures.

Following discussion, the Board considered adoption of Resolution No. 2020-11-03; Resolution to Set Mill Levies (for the General Fund at 6.130 mills, for the Debt Service Fund at 0.000 mills and Other Funds at 0.0010 mills, for a total mill levy of 6.140 mills) and Resolution No. 2019-11-04; Resolution to Adopt the 2020 Budget and Appropriate Sums of Money. Upon motion duly made by Director Rolenc, seconded by Director Amy Turner and, upon vote, unanimously carried, the Resolutions were adopted, as discussed, and execution of the Certification of Budget and Certification of Mill Levies was authorized, subject to receipt of final Certification of Assessed Valuation from the County on or before December 10, 2020. The District Manager was authorized to transmit the Certification of Mill Levies to the Board of County Commissioners of El Paso County and the Division of Local Government. The District Manager was also authorized to transmit the Certification of Budget to the Division of Local Government not later than January 30, 2021. Copies of the Resolutions are attached hereto and incorporated herein by this reference.

DLG-70 Mill Levy Certification Form: The Board considered authorizing the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Amy Turner and, upon vote, unanimously carried, the Board authorized the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.

RECORD OF PROCEEDINGS

OFFICER REPORTS/ ANNOUNCEMENTS

Fire Chief:

Monthly Call Volumes: Chief Turner reported that 30 calls were received.

Personnel Count: Chief Turner reported that there are currently 14 total fire fighters, with 11 active, 2 probationary and 1 on leave.

District Vehicles: Chief Turner reported that 3650 is out of service.

Assistant Chief: Assistant Chief reported that one fire fighter passed the National Registry of Emergency Medical Technicians-Paramedic certification (“NREMT-P”).

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/Assistant Secretary: There was no report at this time.

Secretary: There was no report at this time.

Auxiliary Report: It was reported that \$1,800 will be used for the Annual Member Recognition Party.

LEGAL MATTERS

Peyton Pines Station: There was no update at this time.

Chief Revel’s Employment Contract: Attorney Connerly noted for the Board Chief Revel’s employment contract is being worked on and will be retroactive effective on November 1, 2020.

OPERATIONS AND MAINTENANCE

Strategic Plan: The Board deferred discussion.

Grant Funding Opportunities: Chief Turner reported that there were no updates at this time.

30-pound Front Loading Extractor Washer: Chief Turner reported to the Board the 30-pound Front Loading Extractor Washer was delivered and Mr. Solin submitted the request for reimbursement.

Wildland Fire Program: There were no updates at this time.

RECORD OF PROCEEDINGS

Computer and Security System Maintenance: There were no updates at this time.

Calhan Ambulance: Chief Turner reported to the Board that a Letter of Intent to purchase the Calhan Ambulance was submitted.

OTHER BUSINESS

Upcoming Events: The Board noted the Holiday Party is scheduled for December 12, 2020 at 6:00 p.m.

Future Agenda Items: No additional items were added.

County Fuel Intergovernmental Agreement: Chief Revels reported to the Board that some of the fire fighters attended training on the use and procedures of the County Fuel Facility and training will continue for additional fire fighters.

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 NOVEMBER 10, 2020 MEETING MINUTES OF THE PEYTON FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Clayton D. Miller

Clayton Miller



David Rolenc

Amy Turner