

PEYTON FIRE PROTECTION DISTRICT

Administrative Offices

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Lakewood, Colorado 80228-1898
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<https://peytonfpd.colorado.gov>

NOTICE OF REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expires:</u>
David Rolenc	President	2027/May 2025
Clayton Miller	Vice President	2027/May 2027
Ryan Orness	Treasurer	2027/May 2025
Amy Turner	Secretary	2025/May 2025
Victoria Markowski	Asst. Secretary	2025/May 2025

DATE: August 8, 2023 (Tuesday)

TIME: 6:30 p.m.

PLACE: **Physical Location**
Peyton Fire Protection District
13665 Railroad Street
Peyton, CO 80831

Zoom Meeting

<https://us02web.zoom.us/j/5469119353?pwd=SmtlcHJETFhCQUZEcVBBOGZVU3Fqdz09>

Phone Number: 1 (253) 215-8782

Meeting ID: 546 911 9353

Passcode: 912873

I. ADMINISTRATIVE MATTERS

A. Pledge of Allegiance.

B. Present Disclosures of Potential Conflicts of Interest.

C. Approve Agenda, confirm location of the meeting and posting of meeting notices.

D. Review and approve the Minutes of the July 11, 2023 Regular Meeting (enclosure).

II. PUBLIC COMMENT

A. _____

III. FINANCIAL MATTERS

- A. Review and ratify approval of the payment of claims as follows (enclosure):

Fund	Period Ending July 31, 2023
General	\$ 11,810.33
Debt	\$ -0-
Capital	\$ -0-
Total	\$ 11,810.33

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- B. Review and accept unaudited financial statements for the period ending July 31, 2023 (to be distributed).

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- C. Discuss future funding ideas.
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IV. OFFICER REPORTS/ANNOUNCEMENTS

- A. Chief (to be distributed).
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1. Call Volumes.

2. Personnel Count.

3. Update on District Vehicles.

- B. Assistant Chief.
-

- C. Captain.
-

- D. President.
-

- E. Vice President.
-

- F. Treasurer.
-

G. Secretary.

H. Auxiliary Report.

1. Discuss the events for the year.

V. LEGAL MATTERS

A. Discuss the status of the Application for Exemption with El Paso County for Station #2.

B. Discuss Draft Position Statement on Proposition HH.

VI. OPERATIONS AND MAINTENANCE

A. Discuss Strategic Plan.

B. Discuss status of grant funding opportunities.

C. Discuss opportunities for targeted community outreach and services for residents.

VII. OTHER BUSINESS

A. _____

VIII. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY, SEPTEMBER 12, 2023.**

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PEYTON FIRE PROTECTION DISTRICT HELD JULY 11, 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 11th day of July, 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 either method.

ATTENDANCE

Directors In Attendance Were:

David Rolenc

Clayton Miller

Ryan Orness

Amy Turner

Victoria Markowski

Also In Attendance Were:

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

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

Chief Jeff Turner

Oakley Revels; Assistant Chief

Firefighter Eric Markowski

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

RECORD OF PROCEEDINGS

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 Special Meeting.

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Turner 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 June 20, 2023 Regular Meeting.

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Orness, and upon vote, unanimously carried, the Minutes of the June 20, 2023 Regular Meeting were approved, as presented.

2023 SDA Conference: Mr. Solin discussed the SDA Conference with the Board.

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Turner, and upon vote, unanimously carried, the Board approved interested Board members to attend the SDA Conference.

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 June 30, 2023
General	\$ 11,502.18
Debt	\$ -0-
Capital	\$ -0-
Total	\$ 11,502.18

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 June 30, 2023.

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 June 30, 2023.

Future Financing Ideas: There was no updates at this time.

OFFICER REPORTS/ ANNOUNCEMENTS

Fire Chief: Chief Turner reviewed with the Board the Fire Chief's report.

Monthly Call Volumes: Chief Turner reported that 42 calls were received in June 2023.

Personnel Count: Chief Turner reported that there are currently fourteen (14) fire fighters including nine (9) full and three (3) on probationary status, two (2) of those being on a leave of absence.

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

Assistant Chief: Director Rolenc reported DFPC is opening a \$3.5 million grant. Director Rolenc will submit a \$110,000 request for purchasing air packs.

Captain: There was no report at this time.

President: There was no report at this time.

Vice President: Director Miller asked Chief Turner about flood debris burning. Chief Turner advised that homeowners should obtain burn permits from El Paso county and burn while there is no burn ban in place

Treasurer: Chief Turner asked Director Orness to come clean the safe

Secretary: There was no report at this time.

RECORD OF PROCEEDINGS

Auxiliary Report: The Board noted the Pancake breakfast turnout was down approximately 500 people from prior years.

Events for the Year: The District is covering first and last day of the El Paso County Fair. The District is planning on hosting a picnic in August.

LEGAL MATTERS

Intergovernmental agreement Between El Paso County and the District: The Board reviewed an Intergovernmental agreement Between El Paso County and the District.

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Miller and, upon vote, unanimously carried, the Board ratified approval of the Intergovernmental agreement Between El Paso County and the District.

Position Statement on Proposition HH: Attorney Reutzel discussed with the Board. No action was taken.

Application for Exemption with El Paso County for Station #2: Attorney Reutzel updated the Board on the status of the Application for Exemption with El Paso County for Station #2.

OPERATIONS AND MAINTENANCE

Strategic Plan: There was no update at this time.

Grant Funding Opportunities: There was no update at this time.

Opportunities for Targeted Community Outreach and Services for Residents: There was no update at this time.

OTHER BUSINESS

Executive Session for Discussion of a Personnel Matter: Pursuant to Section 24-6-402(4) of the Colorado Revised Statutes, upon motion duly made by Director Rolenc seconded by Director Turner and upon an affirmative vote of at least two-thirds of the quorum present, the Board convened in executive session at 6:36 p.m. for the purpose of receiving legal advice on specific legal questions regarding a discussion of a personnel matter, as authorized by Sections 24-6-402(4)(b) and (e), C.R.S.

Furthermore, pursuant to Section 24-6-402(2)(d.5)(II)(B), C.R.S., no record will be kept of those portions of the executive session that, in the opinion of the Board's attorney, constitute privileged attorney-client communication pursuant to Section 24-6-402(4)(b), C.R.S.

RECORD OF PROCEEDINGS

The Board reconvened in regular session at 6:52 p.m., and took the following actions:

- The Board approve an 8.7% salary increase for Revels , subject to final legal review.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Rolenc, seconded and by Director Turner, upon vote, unanimously carried, the meeting was adjourned at 7:32 pm.

Respectfully submitted,

By /s/ David Solin
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL JULY 11, 2023 MEETING MINUTES OF THE PEYTON FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

David Rolenc

Clayton Miller

Amy Turner

Victoria Markowski

**Peyton Fire Protection District
July-23**

Vendor	Invoice #	Date	Due Date	Amount	Expense Account	Account Number
Airgas, Inc	5500553150	6/30/2023	7/19/2023	\$ 32.45	Medical Supplies	1708
Century Link	644873795	6/16/2023	7/16/2023	\$ 357.95	Utilities	1730
Century Link	325B June 2023	6/10/2023	7/10/2023	\$ 262.09	Utilities	1730
Colorado Division of Fire	23-64096	6/19/2023	6/19/2023	\$ 60.00	Structural Fire Training	1709
Colorado Firefighter Heart and Cancer Benefits Trust	24C-004169	6/26/2023	7/1/2023	\$ 284.00	Firefighter Health and Welfare	1710
Colorado Firefighter Heart and Cancer Benefits Trust	24H-004169	6/26/2023	7/1/2023	\$ 1,116.00	Firefighter Health and Welfare	1710
Craig Fire and Safety, Inc.	124543	5/28/2023	5/28/2023	\$ 928.72	Firefighting Equipment	1701
Ed Glaser Propane, Inc	223950 June 2023	6/30/2023	6/30/2023	\$ 665.00	Utilities	1730
El Paso County Fleet Management Department	23020064-RI	6/30/2023	6/30/2023	\$ 311.48	Fuel	1714
Fairfield and Woods P.C.	256811	6/30/2023	6/30/2023	\$ 850.00	Legal	1675
First & Main Tyre	151549	6/30/2023	6/30/2023	\$ 2,151.80	Vehicle Repair and Maintenance	1712
Municipal Emergency Services	IN1888027	6/8/2023	7/8/2023	\$ 825.00	Equipment Maintenance	1711
Special Dist Management Srvs	Jun-23	6/30/2023	6/30/2023	\$ 1,779.20	Management	1680
Special Dist Management Srvs	Jun-23	6/30/2023	6/30/2023	\$ 2,112.20	Accounting	1612
Special Dist Management Srvs	Jun-23	6/30/2023	6/30/2023	\$ 48.00	Election	1635
Special Dist Management Srvs	Jun-23	6/30/2023	6/30/2023	\$ 26.44	Miscellaneous	1685

\$11,810.33

Peyton Fire Protection District

	July-23			
	General	Debt	Capital	Totals
Disbursements	\$ 11,810.33			\$ 11,810.33
Visa Expenses		\$ -	\$ -	\$ -
Total Disbursements from Checking Acct	\$ 11,810.33	\$ -	\$ -	\$ 11,810.33