



Snowmass-Wildcat Fire
Protection District

SNOWMASS-WILDCAT FIRE PROTECTION DISTRICT

Minutes of the Regular Board Meeting Held
June 21, 2022

A regular meeting of the Board of Directors of the Snowmass-Wildcat Fire Protection District was held on Tuesday May 17, 2022 at 8:30 a.m. Noting that a quorum was present Chair Elizabeth Striegler called the meeting to order at 8:31 a.m.

Call to Order: 8:31 a.m.

Roll Call:

The following Board members were present Elizabeth Striegler, Scott Arthur, Greg Balko, Dave Heivly, and Drew Detrick. SWFPD Pension Director Tom Dunlop. RFFRA Board members present were Ed Van Walraven, John Young, Leroy Duroux. Also, present were Chief Scott Thompson, Deputy Chiefs Richard Cornelius and Kevin Issel, Fire Marshal John Mele, Deputy Fire Marshal Brooke Stott, Assistant Fire Marshal Jim Pidcock, Finance Director Jennifer Thompson, Human Resources Director Renee Thomas, IT Director Erik Johnson, Attorney Bob Cole, Division Chief Daniel Palmer, Battalion Chief Andy Fisher, and Administrative Assistant Susan Herwick.

Guest: Matthew Miller from McMahon and Associates.

Approval of Minutes from April and May:

Director Heivly made a motion to approve the April 19, 2022 regular minutes as presented. The motion was seconded by Director Detrick. All were in favor and the motion carried 4 – 0.

Director Balko made a motion to approve the May 17, 2022 special meeting minutes as presented. The motion was seconded by Director Arthur. All were in favor and the motion carried 5 – 0.

Fire Chief's Report:

Chief Thompson stated that the structure fire we had on Monastery Cutoff Road started a wildfire that could have threatened Snowmass Village had it not been stopped. We called in State investigators to help us with the fire investigation. We are unable to determine the exact cause of the fire but it is not suspicious. The scene has been turned over to the insurance company.

Station 46 has been sheet rocked. It is ready for texture and paint. Water tanks are being stalled for the irrigation system and as a storage facility so that we can release water back into West Sopris Creek when needed. The project is over budget because the cost of everything has gone up.

Finance Report:

Finance Director Jennifer Thompson gave a quick overview of how payroll, payables, and receivables are handled in her office. She also completes bank account reconciliations each month.

Matthew Miller from McMahan and Associates presented the 2021 audit. Matt explained the auditing process to the Board. Unusual items are selected to be looked at more closely. The financial statements and opinion letter of the audit were explained. Questions and answers followed.

Attorney's Report:

Attorney Cole explained the SWFPD bylaws. The bylaws contain statutory requirements that need to be followed by state law. They also contain policies and procedures to follow in order to adhere to the state statutes. Attorney Cole explained the three phases of the budget process. These bylaws are consistent with the bylaws prepared for the B&RFPD and RFFRA Boards.

Director Detrick asked whether we should appoint audit and budget committees. Attorney Cole stated that an audit committee of one or two Board members might be helpful but he doesn't see the need for a budget committee. The staff does a really good job of putting the budget together and presenting it to the Board. The Board has the ability to give monthly feedback on this process. Director Heivly asked Attorney Cole to resend the email that talked about Executive Session procedures. Attorney Cole stated that he would. Director Detrick made a motion to approve the updated SWFPD bylaws. The motion was seconded by Director Arthur. All were in favor and the motion carried 5 – 0. Discussion regarding the need for a budget committee. Director Detrick made a motion to amend his motion to approve the updated bylaws and eliminate the need for a budget committee. The motion was seconded by Director Heivly. All were in favor and the motion carried 5 – 0. Director Detrick made a motion to approved the SWFPD bylaws as amended. The motion was seconded by Director Arthur. All were in favor and the motion carried 5 – 0.

Attorney Bob Cole explained the third amendment to the RFFRA creation agreement. This amendment was proposed by the Basalt & Rural Fire Protection District Board of Directors because the current IGA does not require a super majority vote to dissolve the Authority. This was talked about during the creation of RFFRA but somehow was not included in the creation documents. The most important matters to come before the Board need to have a super majority (2/3 member) vote in order to terminate the RFFRA creation agreement. Four out of five Board members on either SWFPD or B&RFPD would need to vote to dissolve the Authority. Discussion. Director Heivly made a motion to approve the third amendment to the creation agreement. The motion was seconded by Director Arthur. All were in favor and the motion carried 5 – 0.

Public Comments:

None

Board Member Comments:

Director Detrick asked Attorney Bob Cole if he sees any conflict of interest because he is the branch manager at Alpine Bank. Attorney Cole stated that there are conflicts of interest laid out in State statutes. You cannot have any direct personal financial matter that comes before the Board. Always put the public and District's interests first. As long as he didn't participate in any discussions regarding Alpine Bank or vote on any issues concerning Alpine Bank, he would be fine. Attorney Cole did suggest the Director Detrick leave the room entirely during such decisions.

Staff Comments:

None

Old Business:

None

New Business:

None

Executive Session (if needed):

None

Non-Agenda Items:

None

Adjournment:

There being no further business to come before the Board at this time, Director Arthur made a motion that the meeting be adjourned, it was seconded by Director Detrick and the motion carried 5 – 0. Chair Elizabeth Striegler declared the meeting adjourned at 10:12 a.m.

To Watch the Board meeting in its entirety, please click on the link below.

<https://youtu.be/bj3F-017zAc>

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