

Pinewood Springs Fire Protection District
BOARD OF DIRECTORS
Minutes of the December 14, 2022, Regular Meeting

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on December 14, 2022. The meeting was held at the Pinewood Springs Fire Protection District Fire Station in Larimer County, Colorado and via Zoom. President Michael Graham called the meeting to order at 7:00 P.M.

Determination of Quorum/Attendance: The following directors were present, constituting a quorum: Patty Peritz, Michael Graham, Jen Rivas, and Ardean Johnson. Also, present were: Chief Ted Plank, and Asst. Chief Andy Lucas (via Zoom), Battalion Captain John Bykerk. Ardean made a motion to excuse Jon Andrews absence. Motion passed

Additions and deletions – None

Minutes – The minutes of the November 14 meeting were approved . Motion approved.

Public Comments – None

Budget Review – Captain Plank stated Jon Andrews had suggested insurance budget allocation looks ok even after the workman’s comp expense. After some discussion, Ardean made a motion to approve:

Resolution 2023-05 Resolution to Appropriate of Sums of Money

Resolution 2023-04 Resolution to Appropriate of Sums of Money

Resolution 2023-03 Resolution to set Mill Levies

Motion passed.

Chief Report – Chief Plank stated there are 19 active fire fighters. Sharon Heintz resigned last week. The call volume for November was five. The total call volume will probably be the same as the average for the last few years. Burn permits: ten active, six pending. Chief Plank conducted a successful burn at his home. The new ambulance will be painted at one third the original cost. It will be further detailed and tires. Chief Plank hopes to have it before Christmas.

There will be an EMR course in January. It’s maxed out with three on the waiting list. There are five to six different agencies who are attending and want to send their departments in the future too. Chief Plank shared the new SBCA equipment. The packs will connect to a laptop which can monitor the location and status of the packs and the fire fighters. It can recall fire fighters in case of a need to evacuate. They will connect to the new radios when they arrive in March via Bluetooth also. Our Match is around \$24K. SBCA costs around \$9500 each. Training is going on with the fire fighters. The Short-term rental application has been withdrawn. There was a water leak at the station which was traced back to the washing machine which got stuck on the rinse cycle. An extractor needs to be purchased. Chief Plank is looking into a \$5K health and safety grant. Chief Plank requested authorization not to exceed \$6 to purchase extractor which is a heavy-duty utility washing machine, highly efficient at cleaning bunker gear. Jen made a motion not to exceed \$6K out of 2022 equipment budget to purchase an extractor. Motion passed. Chief Plank is working with Larimer County Office of Emergency Management. They want to make our station a community hub. They wanted to store emergency equipment/items at the station, (kits with toiletries, blankets, etc.) to help as a shelter in case of an emergency. Chief Plank hopes to receive a grant in January from the County which will be designated for a steel mezzanine in the bay area. Community wildland awareness is in May. Chief Plank has been discussing with others about the gathering to commemorate the tenth anniversary of the 2013 flood. This will be an opportunity to get the community.

The gifts for fire fighters have arrived and will be disseminate ASAP.

AC Lucas stated radios may arriver sooner than expected. Hopefully, in December instead of March.

President’s Report - Michael complimented Patty on the FPPA and DOLA activity. Also, helping with the US Census information gathering which is required for the local government finance which is completed every few years.

Vice-President Report – In Jon’s absence, Chief Plank stated Jon had spoken with Sarah at Pouder Valley REA. Last we knew they had been granted funds for the micro grid project.

Director Secretary Report

Request to join PSFPD (Inclusion) – No update

Ardean stated a Thank You letter had been sent.

She asked the Board and Command if they wanted to participate in the Estes Park Duck Race in May 2023. It was agreed that PSFPD will participate. Ardean will complete and submit the application prior to Dec. 31.

Resolution 2023-001 – Director’s List & District Contact Data Update was presented and approved for dissemination.

Resolution 2023-002 Resolution Concerning Posting of Notice of Regular Meetings of the Pinewood Springs Fire Protection District
Jen made a motion to approve and disseminate/post as required. Motion passed

Ardean informed the Board that the three-page monthly Meeting Document that is required to be posted for the full year had been removed from the bulletin board attached to the fire station along with the pushpins. The key to that displace remains in the lock. It was decided that the key should be removed, placed inside the community center, and the appropriate Board(s) will be advised. Hopefully, this will resolve this “theft.” Ardean will clean up the bulletin board and it will be used by Fire ONLY. The key will be located in the lock box in the bay.

Director Treasurer Report – Treasurer Patty Peritz provided the Treasurer’s Report including detailed financial summary reports and account balances to date November 30, 2022, accompanied with checking account debit/credits/summary, and Visa Charge expenses. The reports provided were reviewed.

Bank Balances as of 11/30/2022:

First Bank	\$ 169,249.04
Colorado Trust – Tabor Reserve (8002)	3,370.14
Colorado Trust – Gen Reserve (8003)	98,405.19
TOTAL CURRENT ASSETS	\$ 248,024.37

On Dec. 5, \$24K was moved for the SBCA expense. Grant matching is completing. In January, \$10K will be moved to COLO for Reserve. Grant monies will be deposited into the COLO fund.
FPPA contribution \$16,130 was paid today. An Actuarial study will need to be completed in 2023 for the FPPA. Discussion concerning if there is a need to increase the spending limit of the department credit card
CWPP calendar printing was \$1257.04. Contribution from the other Boards: \$400 PSFPD Board, \$431.49 from PSPOA, Water Board \$400 All 150 calendars have been distributed. Patty mentioned that the Website organization chart needs to be updated. Jen will handle.

At Large – Jen

Website – updating. AC Lucas stated the domain name is up for renewal.

Hot Topics – published in the third week of November. There has been positive feedback.

Continued Business: None

New Business:

Community Center Regulations - 2022 full calendar info activity will be shared in January.

Foundation in 2023 - None issue.

Adjournment –Ardean made a motion that the meeting be adjourned at 8:21. P.M. **Motion Passed.**

Respectfully submitted,

Ardean Johnson, Secretary

Approved: January 11, 2023