

**PINEWOOD SPRINGS FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS**

**Minutes of the January 12, 2022, Regular Meeting**

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on January 12, 2022. The meeting was held at the Pinewood Springs Fire Protection District Fire Station in Larimer County, Colorado and via Zoom. President Jon Andrews called the meeting to order at 7:02 P.M.

**Determination of Quorum/Attendance:** The following directors were present, constituting a quorum: Jon Andrews, Patty Peritz, Michael Graham and Ardean Johnson. Also, present were: Chief Ted Plank, Asst. Chief Andy Lucas (via Zoom) and Jen Rivas. Jon stated that Dan Kowalski had submitted his resignation effective December 16, 2021. At a previous opening on the Board, Jen Rivas had stated she was interested in joining the Board. Jen has again stated her interest in becoming an official member of the Board. She has consistently been attending the meetings, assisting Command on the Website and other tasks. Jon asked Jen if she was still interested. Her answer was "yes." Ardean made a motion that the Board appoint Jen Rivas to fulfill Dan Kowalski's term. She'll be up for election in May 2022. Motion passed. Jen will become the "At Large" member and Michael Graham will become "Vice President."

**Additions/Deletions:** Patty requested that Asst. Chief Lucas remove Dan Kowalski from the BOD email address. It's being updated.

**Approval of Minutes** – The minutes of the December 8, were approved. Patty made the motion to approve. Motion Passed.

**Public Comments/Input** – None

**Chiefs Report**- Chief Plank stated regarding calls, November was quiet, with nine calls in December, and 80 for the year. There are five approved burn permits with six being reviewed. Chief Plank conducted the first EMR class with fourteen fire fighters from four agencies represented. There were a lot of statements received in appreciation of him hosting this class. There are CPR classes scheduled in the community with seventeen individuals already signed up. \$11,100 has been received from United Way of Larimer County Grant which will go towards bunker and wildland gear. PSFPD was made available for Marshall Fire but wasn't called. A replacement for 5121 is still being sought. Chief Plank has been invited to meet with LETA in February to discuss evacuation procedures. Since May 7<sup>th</sup> is National Firewise Day, Chief Plank proposed for the Boards of PSPOA, Road, Water, and Fire to meet and discuss possible program(s)/gatherings to help educate the community on CWPP (Community Wildfire Protection Plan).

**President Report** – Jon stated that Sara of Poudre Valley REA had called and set up a call for tomorrow to discuss movement of electrical poles. She has a cost and plan to review with Jon.

**Vice-President Report** – Michael compliment Patty on her coordination of FPPA, Audit, DOLA, end of year activities.

**Director Secretary Report** – Ardean stated that five thank you letters had been sent with a total contribution of \$6,675. The application from the Estes Park Rotary Duck Race in May, 2022 was submitted and the approval received to participate.

**Inclusion** – Patty had graciously connected her to the BOX where John Bologna had filed some Inclusion documents. The Petition for Inclusion that the homeowner needs to submit requests a check and she doesn't know the amount. She has contacted Gaddis Law Firm for their assistance since this process was last completed in December 2019. Costs have changed since the last inclusions and possibly the procedures also.

The following Resolutions were presented, motions made to accept/approve and Motions were passed.

2022-01 Revised, Resolution Director's List & District Contact Data Update

2022-02 Revised, Meeting Locations, Dates and Board Directors for 2022, post on bulletin only.

**Director Treasurer Report** – Treasurer Patty Peritz provided the Treasurer's Report including detailed financial summary reports and account balances to date December 31, 2021, accompanied with checking account debit/credits/summary, and Visa Charge expenses. The reports provided were reviewed.

Bank Balances as of 12/31/2021:

**Operations**

First Bank (8766)	\$ 89,183.79
Colorado Trust – Tabor Reserve (8002)	3,324.20
Colorado Trust – Gen Reserve (8003)	107,981.69
<b>TOTAL CURRENT ASSETS</b>	<b>\$ 200,489.68</b>

SDA had provided a calendar of deadlines for fillings.

The Community Center water bill was above normal usage. Patty will discuss at the next Water Board meeting to help reduce the costs. QuickBooks will be paid annual and save \$100 as opposed to monthly. FPPA retirement is \$300/month for retired fire fighters.

Resolution 2022-04 Resolution to set Appropriate Sums of Money

Resolution 2022-05 Resolution to Adopt the Budget

Ardean made motion to approve the above resolutions. Motion passed.

**Director At-Large** – Jen stated the CPR hands-on-training classes are filling up for Feb 3, and 5.

**Hot Topics PSFPD Community Newsletter** - March topics: change of season, duck race, CPR classes, new board member to introduce.

**Continued Business:** None

**New Business:** None

**Adjournment** – Ardean made a motion that the meeting be adjourned at 8:18 P.M. **Motion Passed.**

Respectfully submitted,

Ardean Johnson, Secretary  
Approved February 9, 2022