

PINEWOOD SPRINGS FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
Minutes of the November 11, 2014, Regular Meeting

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on November 11, 2014. The meeting was held at the Pinewood Springs Fire Station in Larimer County, Colorado. President Bruce McQueen called the meeting to order at 7:00 PM.

Determination of Quorum/Attendance: The following directors were present, constituting a quorum: Bruce McQueen, Carl Pender, John Bologna and Ardean Johnson. Also present were: Chief Dick Wilcox and Asst. Chief Andy Lucas. Also, attending were: Ted Plank and Kelly Child. Bruce made a motion that Matt's absence be excused. **Motion Passed.**

Agenda Additions/Deletions: None

Minutes: The minutes of the October 14, 2014, meetings were reviewed. Carl moved that the minutes be approved. **Motion passed.**

Treasurer's Report:

Bank Balances as of 11/01-2014 from Bank Statement:

<u>Operations</u>		<u>Fire Station/Community Center</u>	
Valley Bank	\$51,434.19	US Bank	\$32,262.32
Colorado Trust	5,360.63	Colorado Trust	\$104,627.45
Colorado Trust – Tabor Rsv	2,008.47		
US Bank	1,131.60		
TOTALS:	\$59,934.89		\$136,889.77

Carl stated we have two new bank accounts--one for the general fund and one for the fire station project. Carl requested a list of everyone who needs a credit card so new ones can be established with the new bank. The 2015 Budget was reviewed and discussion followed. A public meeting will be held at Dec. 9th monthly PSFPD Board Meeting. Carl stated he'll be moving and a new Treasurer needs to be found.

Chief's Report: Chief Wilcox reviewed the previous month's activity. There are 19 fire fighters currently. Andy requested money to spend for extrication equipment. Carl moved to approve up to \$13,500 for extrication equipment. **Motion passed.** Andy stated that 5131 needs repairs which could exceed the allocated budgeted

Capital Improvement Project – Fire Station/Community Center (CIP) –

Old Business:

Thank You Letters -

Web Site – no information

Board Order of Inclusion – Monroe's – John state Boulder County requested a Fire Code Adoption. Andy stated Boulder County is looking for a copy of PSFPD's Fire Code which we don't have since we are so small. Boulder County doesn't have a fire code either.

Kiowa Road Egress – Carl met with the contractor regarding the best route. Carl will talk with the home owners.

Christmas Gathering – Will be held at The Craggs, The View Restaurant, Estes Park, Dec. 13th – Ardean reviewed the menu and the expenses.

New Business:

Book Statistic Update (orders, remaining books, website visits, etc) – Kelly informed the Board that the books have been received. Sales are going well.

State Farm Grant – John stated they've approached State Farm for disaster funds for a generator.

Red Cross Donation – John informed the Board that they have donated goods valued at about \$4,500.

Festival of Trees (Nov. 14 thru Dec. 5) at The Cherry Company – Kelly stated that the trees will be set up on Friday, Nov 14. Trees and wreaths will be decorated and bids received. The bidding will close on Dec. 5th.

DCC (Design & Construction Committee) Update – Ted Plank is leading this committee. He met with Larimer County Building and Planning Committee on Oct 22, 2014. The Committee is very responsive to assisting Pinewood Springs. The lots on which the new fire station will be built are owned by the Fire Dept and the Water Dept. The building cannot straddle lot lines. Due to county requirements, building codes, etc., it is proposed that an architectural firm analyze the lot(s) and what type of building could be constructed. Ted has prepared an RFP (Request for Proposal) to submit to several architectural firms to obtain bids. Carl made a motion that the RFP be approved after John reviews with the lawyer to insure we can send the RFP to firms who have worked with other fire departments. **Motion passed.**

Boot Campaign Concept – John stated that Glen Haven Fire Dept. had raised \$60K in donations from individuals driving Hwy 34. Andy will check with CSP and CDOT to see about putting up a temporary traffic light in order to collection donations from individuals traveling Hwy 36.

EFC (Executive & Finance Committee) Plan Review/Approval – John moved to approve the EFC plan. **Motion passed.**

Expenditures: Totaling \$1,270 for the following four items:

Newsletter printing/postage for Nov/Dec.

Tile Campaign Samples

Town Hall

New Banner for Fire Station

John moved the above \$1270 be approved. **Motion passed.**

Click N Ship account for book shipping – There are shipping charges for books purchased via the web. Carl made a motion to allow the EFC to use the US bank for these expenses. **Motion passed.**

Pinewood Springs Fire Protection Foundation - 501(c) (3) Update – John stated that some grants can only be used issued to 501(c) (3) firms consequently there is a need to establish this foundation. The cost is approximately \$1,500 according to the lawyer. John will review with the attorney.

John moved that the meeting be adjourned at 9:46 PM. **Motion Passed.**

Respectfully submitted,

Ardean Johnson, Secretary

Approved, 12/09/2014

11/11/2014