

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

**Minutes of the November 13, 2019, Regular Meeting**

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on November 13, 2019. The meeting was held at the Pinewood Springs Fire Protection District Fire Station in Larimer County, Colorado. President Jon Andrews called the meeting to order at 7:00 P.M.

**Determination of Quorum/Attendance:** The following directors were present, constituting a quorum: Jon Andrews, Krista Diaz, Michael Graham, Dan Kowalski and Ardean Johnson. Also, present were: Chief Ted Plank, Asst. Chief Andy Lucas (via conference phone) and Captain Jessica Bologna.

**Additions/Deletions:** None

**Approval of Minutes** – The minutes of the October 9, 2019, were approved with a change. Motion Passed.

**Chief's Report** – Chief Ted stated he's still working on a few budget spending detail plans. He attended a meeting regarding Muggins Gulch (Lyons Gulch trailhead). CDOT has decided to do a 30-day FULL closure in the Spring of 2020 for approximately one month. Currently, Ambulance service is provided by Estes Park to PSFPD. Chief is going to contact Boulder and Longmont AMR Ambulance services to insure they can provide service.

Captain Jessica stated there were five calls in October: 2 traffic, 2 medical, Johnny Park campfire. All apparatus is being maintained. The Community Center front door has a new security lock. The Rookie Training Book is almost complete. Two fire fighters are in fire fighter academy. John Byker is in Fire fighter II training. All training continues. All burns permits will expire 12/31/2019.

**President Report** – Jon shared the \$7,100 invoice for insurance (11/2019 for 3 years).

**Vice-President Report** – Dan stated the PWS Community Foundation has \$1100 in bank and that Jen Rivas has stated an interested being involved. He'll discuss with her further. When the water in the water coolers is low, he'll replenish them.

**Director Secretary Report** – Ardean thanked Krista and Jen for recording the regular and Pension Board minutes in October and for posting the Budget Review notices in the three required locations. She sent out the official invitation for the Annual Appreciation Dinner in October and a gentle reminder was sent yesterday. Currently there are 30 attending. She has also received paperwork for the 2020 Estes Park Duck Race. She asked if the Board wanted to participate and it was agreed she'd complete the application and submit it. Board approved. She also presented the AFG fireball fire extinguisher which she had seen at a recent home show in Loveland. A YouTube segment was viewed as a demonstration of how quickly and easily the fireball can extinguish a fire. Ted will share with his team on Tuesday and do further investigation. The DOLA contact individual has recently changed. Andy will create a "dummy contact" so several individuals can use the same DOLA sign on.

**Director Treasurer Report** – Krista's shared the Treasurer's Report. Russ Hardy will no longer be functioning as bookkeeper effective 12/31/2019. Ted will post on Facebook this opening. Pam Ping has found new accounting software costing \$25/month vs \$70 for QuickBooks. \$20K will be transferred to CO Trust General Reserve account. (\$10K in Nov & \$10K in Dec.).

Bank Balances as of 10/31/2019

**Operations**

First Bank (8766)	\$ 77,380.32
Colorado Trust – Tabor Reserve (8002)	3,288.20
Colorado Trust – Gen Reserve (8003)	57,160.20
<b>TOTAL CURRENT ASSETS</b>	<b>\$137,828.72</b>

**Continued Business:**

**Newcomers Package** – Joan Paskewitz – no update

**Communications** – Jen Rivas – no update

**New Business:**

**Intercom system for the 5054 utility vehicle.** Andy stated that two headsets for \$700 are needed for better communication and safety. He was requesting a not to exceed \$2000 for headsets and electronics for 5054. Krista made a motion for a not to exceed \$2000 for two headsets and electronics to allow this vehicle and firefighters to have adequate communications. Motion passed.

**Adjournment** – Krista moved that the meeting be adjourned at 7:57 P.M. Dan seconded. **Motion Passed.**

Respectfully submitted,

Ardean Johnson, Secretary

Approved \_\_\_\_\_