

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

**Minutes of the December 11, 2019, Regular Meeting**

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on December 11, 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, and Ardean Johnson. Also, present were: Chief Ted Plank, Asst. Chief Andy Lucas (via conference phone), Patty Peritz, Jen Rivas, and Bruce McQueen. Michael Graham, Dan Kowalski absences were excused.

**Additions/Deletions:** None

**Approval of Minutes** – The minutes of the November 13, 2019, were approved. Motion Passed.

**Chief's Report** – Chief Ted stated Captain Bologna is on call at the Estes Park hospital tonight. On behalf of the fire fighters he expressed their appreciation for the dinner on Dec. 6<sup>th</sup> at The View Restaurant. There were eight calls in November: vehicle accidents, smoke report, couple of medicals, CPR call, and miscellaneous citizen assists. We exceeded our record calls of 78 in 2018, with 82 YTD in 2019. This has been a continued increase over the last five years. A number of apparatus repairs are needed. There are currently 17 active fire fighters with and additional four rookies who will soon be qualified. He has also received communications from two other individuals who are interested in becoming fire fighters. He had posted on Facebook the bookkeeper vacancy and has received two interested responses. Accounting Suite (\$25/month) is the bookkeeping software Pam Ping has recommended. There are 17 current burn permits which will expire 12/31/2019. The Lyons Fire Chief had offered a vehicle which needs approximately \$5,500 in repairs. He declined their offer. Due to the three feet of snow that fell on November 26, there were 14 folks who were sheltered in the community center. Some spent the night. Three folks plus their dog were welcomed into a local individual's home. Some residents brought food to those stranded. They are still working on the budget with more details in January. Some monies will need to be carried from 2019 into the 2020 budget.

We were briefed on an individual who is proposing that the fire department provide the ability to clean driveways of all senior citizens in Pinewood, know individuals' medical conditions, generators, etc. This is not something a fire department can offer. Property owners are responsible for their properties and driveways. It was stated that she should contact Larimer County Senior Assistance Program.

**President Report** – Jon had nothing to add at this time.

**Vice-President Report** – Dan was absent.

**Director Secretary Report** – Ardean stated there were 44 out of the original 46 who were able to attend the Appreciation Dinner on Dec. 6<sup>th</sup> at the View Restaurant. Everyone seemed to have a good time and encouraged we do it there in 2020. She stated she'd sent two Thank you letters. She's submitted the application for the 2020 Estes Park Rotary Duck Race. She then presented: Director's List & District Contact Data Update (Resolution 2020-01) for Board approval and Resolution Concerning Posting of Notice of Regular Meetings (Resolution 2020-02). Motion was made and passed to approve and disseminate/post as appropriate. She also shared the change in the election terms of office for the 2020 and 2022 elections. The duration will be for three years instead of the current four. In 2023, elections will begin being held in odd years instead of the current even years.

**Director Treasurer Report** – Krista's shared the Treasurer's Report.

Jen to check with John regarding the required final budget notifications.

Resolution to Set Mill Levies 2020-03 – Ardean made a motion that we approve. Motion passed

Bank Balances as of 11/30/2019

<b>Operations</b>	
First Bank (8766)	\$ 56,797.67
Colorado Trust – Tabor Reserve (8002)	3,293.40
Colorado Trust – Gen Reserve (8003)	57,250.89
<b>TOTAL CURRENT ASSETS</b>	<b>\$117,341.96</b>

**Continued Business:**

**Newcomers Package** – Patty Peritz shared a copy of one of the pages from the Residents Handbook regarding the Fire of 2002. Patty asked the opinion of the Board and Command if they felt that the names of the fallen fire fighters should be included. Chief Ted and Asst. Chief Andy agreed out of respect that their names should be included. Ardean made a motion that they be included in the Residents Handbook. Motion passed.

**Hot Topics PSFPD Community Newsletter** – Jen Rivas she is working on topics for the spring Newsletter.

**Intercom System for 5154** – It's on order to be here before Christmas.

**Community Center** - Discussion followed on the 12/2 email from Libby Noble to the Board. When an individual sign up to use the room, they do agree to the rules to use the Community Center already. The document provided does not apply and appeared to be for the ones who do the actual cleaning or more for large groups. There are currently two individuals who clean. At the January meeting, the checklists, cleaning schedule and projected costs for 2020 will be reviewed.

**New Business:**

It was a unanimous decision by the present Board members that Jennifer Rivas be given the title of Community Liaison.

**Adjournment** – Krista moved that the meeting be adjourned at 8:41 P.M. Dan seconded. **Motion Passed.**

Respectfully submitted,

Ardean Johnson, Secretary

Approved \_\_\_\_\_

12/11/2019