

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

Minutes of the October 12, Regular Meeting

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on October 12, 2016. The meeting was held at the Pinewood Spring Fire Station in Larimer County, Colorado. President John Bologna called the meeting to order at 7:01 PM.

Determination of Quorum/Attendance: The following directors were present, constituting a quorum: John Bologna, Russ Hardy, Bruce McQueen, Jon Andrews and Ardean Johnson. Also present were: Chief Dick Wilcox, Asst. Chief Andy Lucas, Captain Ted Plank and Ron Tribbett (Insurance).

Approval of Minutes – Russ recommended the September 14th minutes be approved. Motion Passed. It was noted that the Fire Station/Community Center amount of \$105,223.52 was listed on both statements and should only be on the Project statement.

Agenda additions and deletions – Larimer County Hazard Plan (Dick), Insurance Review (Ron Tribbett)

Chief's Report – There are 18 active firefighters with one on leave. Chief reported on calls in September.

Red Cross smoke alarms will be extended due to Red Cross activity taking them out of the area. Chief suggested putting it off until 2017. The PSFPD portion of the Larimer County Hazard Mitigation Plan had been shared with the Board. Dick presented Resolution 2016-07 A RESOLUTION OF THE PINEWOOD SPRINGS FIRE PROTECTION DISTRICT, LYONS, COLORADO, ACCEPTING AND APPROVING THE 2016 LARIMER COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN. Ardean made a motion to accept the Resolution. **Motion Passed.**

Andy reported that Estes Park FD has established an auto mutual aid plan for their district which will include Pinewood Springs. We are also in discussion with Estes Park Communications to explore options on how our department gets toned out. Andy is still working on Records Retention and the expense. Currently, the best option appears to be utilizing our own server.

Director President Report –

Director Secretary Report – Ardean stated she'd mailed two thank you letters; one in memory of the Foreman boys and one general. She stated she'd sent out emails to "save the date of Friday, Dec. 2nd". She'll send out invitations in October since RSVP will be required to The View Restaurant November 21.

Director Treasurer Report –

Bank Balances as of 09/30/2016 from Bank Statement:

| <u>Operations</u> | | <u>Fire Station/Community Center</u> | |
|--|--------------------------------|--------------------------------------|---------------------|
| First Bank | \$81,887.50 | First Bank | \$326,441.18 |
| Colorado Trust - Operations | 5,394.63 | Colorado Trust | 105,289.43 |
| Colorado Trust – Tabor RSV | 2,020.12 | Cash in PayPal | 23.97 |
| Cash at Banks | 0.00 | Due from Operations Acct. | |
| Fire Station/Community Center | 105,289.43 | | |
| TOTALS: | \$194,592.94 | \$89,303.48 | \$431,754.58 |

Bruce shared that the August 31, 2016, bank balances of the Fire Station/Community Center of \$105,290.43 should only appear on the Fire Station/Community Center not also on the Operations side. Consequently, the September 30th bank balances should not reflect the \$105,289.43 in the operations account, only in the Fire Station/Community Center. Bruce stated that the phone change to XBar7 IPVoice should be completed this month and disconnect from Century Link. Bruce attended the FPPA annual summit meeting. Bruce made a motion that the Chiefs develop a form/log to collect mileage data during 1Q2017 with a 10-mile minimum. **Motion passed.** Discussion followed regarding the Bids being opened Oct 24th. A special meeting will be held on Saturday, Oct. 29th at 10 AM at the Fire station to review/resolve the newest bids. The proposed public hearing for the 2017 budget meeting will be in December. The Chiefs will provide their project 2017 Budget requests a week prior to the November 9th meeting.

The Chiefs and Staff met to discuss the remaining 2016 monies in the budget. Andy shared their recommendations on items needed in the department. Russ moved that the Board authorize the expenditure of \$16,400 of the remaining 2016 expenses. **Motion passed.**

Director Liaison to Fire Station Project report – Russ shared that eight general contractors were at the station today to hear the plans for the new station so that they could submit their bids on Oct. 24th. Russ will be filing the DOLA quarterly report for reimbursement. From the AFG grant we've received \$2,774. He'll be submitting a second request. The septic inspection was very successful. It passed inspection and was pumped.

Continuing Business:

New Business:

Insurance – Ron Tribbett shared information on coverage being provided by his agency. He presented information from One Beacon Government Risks First Fire Services (who will be the new insurance provider) which provides educational classes/training and coverage for the fire station/equipment, etc. for the next three years.

Adjournment

Ardean moved that the meeting be adjourned at 11:30 PM. **Motion Passed.**

Respectfully submitted,

Ardean Johnson, Secretary
Approved, 11-09-2016

10-12-2016