

# Pinewood Springs Fire Protection District

## BOARD OF DIRECTORS

### Minutes of the January 14, 2026 Regular Meeting

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly board meeting on January 14, 2026. The meeting was held at the Pinewood Springs Fire Protection District Fire Station in Larimer County, Colorado and via Zoom. President, Michael Graham called the meeting to order at 7:00 P.M.

Attendance: The following directors were present, constituting a quorum: Michael Graham, Kevin Noble, Patty Peritz, Brenda McIntire, and Mark Davis joining via Zoom. Also present were: Chief Ted Plank, OAC John Bykerk, and AC Andy Lucas joining via Zoom.

#### Roles/Responsibilities of the Board:

President: Michael Graham

Vice President: Kevin Noble

Secretary: Brenda McIntire

Treasurer: Patty Peritz

Member-At-Large: Mark Davis

Agenda Additions and deletions – None

Meeting Minutes – The minutes of the December 10, 2025 meeting were approved as presented.

Motion: Patty Peritz, Second: Kevin Noble, Vote: Unanimous

Motion Passed

Public Comments – None

#### Chief's Report –

OAC Bykerk

14 calls in December, for a total of 106 calls in 2025, which is a 25% increase over previous high.

Year totals included - 21 MVA, 7 Structure, 5 Wildland, 47 Medical, and 26 miscellaneous calls.

All apparatus are in good working order.

19 Active Firefighters

2 Firefighters completed the HazMat Course and are state certified as FF1

17 Burn Permit Applications, with 15 approved and 2 pending

Chief Plank will be teaching an EMR course starting January 19.

#### Chief Plank

OAC Bykerk is retiring and there will be a retirement and recognition open house at the fire station on February 1, from 1:00 to 3:00pm, with refreshments and presentations.

Captain Andrew Hart has accepted the invitation to become the next Assistant Chief of Operations and Training, assuming that position upon AC Bykerk's February retirement.

The two quick deploy, light weight, vehicle stabilizers have been purchased and received.

The new NERIS (National Emergency Response Information System) went live on January 1, and we are compliant with their requirements.

The Pinewood Springs Water District board has received keys to the fire station so they can make use of the office.

There are various state and county grants that the Chief will be putting in applications for when they become available. The money has not been received for the approved Boulder County Fall Fire District Grant of \$1,950, so no purchases have been made with those grant funds.

Issues caused by our wind storm resulted in residents having no way to call for help if they didn't have a generator and battery backup for their internet, as cell towers were down. Discussion was held about possible

solutions to this problem for future events. Chief Plank will be asking about getting a mobile cell tower housed at the fire station along with other possible options to help with this problem.

President Michael Graham recessed the PSFPD board meeting at 7:20 to go into Executive Session, per statute CRS 24-6-402(4)(c), Privacy. President Michael Graham resumed the PSFPD board meeting at 7:47pm. Patty Peritz moved that the board seek advice from its legal counsel related to the issue discussed during Executive Session. Kevin Noble seconded the motion, which passed unanimously. President Michael Graham will visit with our attorneys about this matter.

President's Report – None

Vice-President's Report – None

Secretary's Report – Thank you letters were sent to the following individuals and businesses. Gloria Kock for the handwarmers she donated to the fire fighters; Phyllis Antonucci for her donation of a Ford pickup for training purposes; One Way Disposal for free trash pick-up; and X Bar 7 for free internet and phone services. It was noted that the Pension Board will meet in February.

Treasurer's Report – The 2026 Mill Levy, Budget, and DLG-70 were submitted to DOLA and accepted. The grant for DOLA reimbursement of the Firefighter Cancer and Cardiac benefits has been submitted. The PDPA (Public Deposit Protection Act) has now been fully updated for 2026. The Signatory cards for the Colo Trust fund and General Fund at First Bank in Longmont need to be updated with Michael and Brenda's signatures. February's meeting will include Resolutions for Exemption from Audit for 2025, and Colo Trust. 150 CWPP calendars were ordered and received. They will be handed out at the fire station on the next two Saturdays, January 17 and 24, from 10am to noon. Patty Peritz provided the Treasurer's Report including detailed financial summary reports and account balances as of December 31, 2025, accompanied with checking account debit/credits/summary, and Visa charge expenses. The reports provided were reviewed.

Bank Balances as of 12/31/2025:

First Bank	\$ 138,022.72
Colorado Trust – Tabor Reserve (8002)	3,922.47
Colorado Trust – Gen Reserve (8003)	84,999.54
Colorado Trust – Future Apparatus (8006)	0.00
TOTAL CURRENT ASSETS	\$ 226,944.73

Member-At-Large Report – None

Unfinished Business – None

New Business – None

Adjournment – 8:15 PM

Motion: Kevin Noble, Second: Patty Peritz, Vote: Unanimous  
Motion Passed

Respectfully submitted,  
Brenda McIntire, Secretary  
02-11-2026