

Pinewood Springs Fire Protection District

BOARD OF DIRECTORS

Minutes of the March 11, 2026 Regular Meeting

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly board meeting on March 11, 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 7:01 P.M.

Attendance: The following directors were present, constituting a quorum: Michael Graham, Kevin Noble, Patty Peritz, Brenda McIntire, and Mark Davis. Also present were: Chief Ted Plank, OAC Andrew Hart, 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 – Mark Davis proposed a motion to add Resolution 2026-13 to the agenda item New Business. Patty Peritz seconded the motion, and it passed unanimously.

Meeting Minutes – The minutes of the February 11, 2026 meeting were approved as presented.

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

Motion Passed

Public Comments – None

Chief's Report –

OAC Hart

5 calls in February

All apparatus are in good working order.

19 Active Firefighters

Several medical training scenarios were conducted in the community.

Some of our Firefighters are registered for Advanced Wildland Training courses and the Annual Wildland Refresher Course has been scheduled.

20 Burn Permits have been applied for and approved this season.

Chief Plank

T.J. Sanford is starting as our newest firefighter.

The Boulder County Fall Fire District Grant funds of \$1,950 were received. The funds were used for purchasing safety equipment to ensure that electric vehicles are actually turned off at call sites and a fire blanket for handling battery fires quickly.

Chief Plank has applied for the CDFPC Firefighter Safety and Disease Prevention grant of \$19,995, and the Larimer County Community Mitigation grant of \$3,000. AOC Hart is working on the El Polomar grant application for additional wildland fire equipment and gear. The Larimer County Firefighter grant is also being worked on.

Jennifer Rivas and Chief Plank continue to work on getting email addresses for the individuals within our fire district. Postcards will be going out soon to encourage residents to submit their information. Jennifer

has published another Hot Topics newsletter. Her expertise and help in all areas as Communications Specialist is greatly appreciated.

The video that Poudre Valley REA is doing to promote the benefits of burying their cable lines is to be filmed at the end of March when Chief Plank will not be available. Assistant Chief Andy Lucas, President Michael Graham, and Treasurer Patty Peritz, will represent our fire district and give support to the project.

The work on the waterline replacement is starting again, and will be done in three areas at a time. Widening the road in some areas and using flaggers in others, will ensure that access is available in emergency situations.

We are working with Colorado Rural Water Association on their Source Water Protection Plan, to identify sources of district water and potential threats to the supply, to help determine mitigation strategies.

For the past 4 years Chief Plank has been looking for a used wildland engine. The Wellington Fire Department has reached out about a 2004, F550, 4WD wildland engine with 21,000 miles on it, which they retired in December. AC Lucas, AC Hart and Chief Plank have inspected the vehicle, finding it very well maintained. It has low mileage and is well-equipped, having a crew cab which can seat 4 firefighters, is 14 years newer than our 1990 wildland truck, has a diesel engine rather than gasoline, and an automatic transmission rather than a very loose manual transmission, making it a major upgrade for us. The Wellington Chief has agreed to accept \$40,000 rather than the \$45,000 they initially offered it to us for. Chief Plank recommends that we take advantage of this excellent opportunity and authorize him to sign the purchase documents, if we decide to proceed with the acquisition.

President's Report – Michael Graham will fill out the PVREA election ballot on behalf of PSFPD.

Vice-President's Report – None

Secretary's Report – None

Treasurer's Report – Patty Peritz shared that the Water District has an old truck they would like to donate for training purposes. As we currently have a donated training vehicle, Chief Plank suggested locating the vehicle title and contacting the scrap metal person that the Fire Department uses to dispose of vehicles.

Pam Ping is working on our application for the 2025 Audit Exemption.

Patty Peritz and Brenda McIntire attended the 2026 Duck Race Kickoff on February 19th. Chief Plank will reach out to Gabi about using the Water District's email list for promoting the Duck Race.

The 2026 SDA registration has been completed and paid.

Patty Peritz provided the Treasurer's Report including detailed financial summary reports and account balances as of February 28, 2026, accompanied with checking account debit/credits/summary, and Visa charge expenses. The reports provided were reviewed.

Bank Balances as of 02/28/2026:

First Bank	\$	95,545.73
Colorado Trust – Tabor Reserve (8002)		3,946.70
Colorado Trust – Gen Reserve (8004)		85,524.92
Colorado Trust – Future Apparatus (8006)		0.00
TOTAL CURRENT ASSETS	\$	185,017.35

Member-At-Large Report – None

Unfinished Business – Adoption of the Larimer County Wildfire Resiliency Code and the Cooperative Agreement for Wildfire Resiliency Code Administration and Enforcement was discussed.

Mark Davis moved to approve the following resolutions –

Resolution 2026-10 A Resolution Adopting the Larimer County Wildfire Resiliency Code by Reference
Resolution 2026-11 A Resolution Approving and Authorizing Execution of a Cooperative Agreement for
Wildfire Resiliency Code Administration and Enforcement with Larimer County.
Second: Kevin Noble, Vote: Unanimous, Motion Passed

New Business – Treasurer Patty Peritz shared that our budget would need to be amended in order to purchase the Wellington Fire Department 2004, F550, 4WD wildland engine as it was an unknown expenditure when the budget was drafted. The funds would come from the Colo Trust General Reserve non-TABOR account. No debt would be incurred to make this purchase. After discussion, Kevin Noble moved to adopt –

Resolution 2026-12 Amending the 2026 Budget and Appropriations for the Purchase of Fire Apparatus.
Second: Mark Davis, Vote: Unanimous, Motion Passed.

Kevin Noble moved that we adopt –

Resolution 2026-13 Authorizing the Purchase of a Fire Apparatus.
Second: Patty Peritz, Vote: Unanimous, Motion Passed.

Adjournment – 8:11 PM

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

Respectfully submitted,
Brenda McIntire, Secretary
04-08-2026