

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

**Minutes of the July 10, 2012, Regular Meeting**

The meeting was held in Larimer County, Colorado at the Pinewood Springs Firehouse and was called to order at 7:09 PM by President Carl Pender.

**Determination of Quorum/Attendance:** The following directors were present, constituting a quorum: Carl Pender, Gary Clements, Bob Shaw, Bruce McQueen, and Ardean Johnson. Also present were Chief Dick Wilcox, Assistant Chief Andy Lucas and Josh Thompson

**Agenda Additions/Deletions:** PSPOA June Meeting; Purchases

**Minutes:** The minutes of the June 12<sup>th</sup> meeting were presented. Gary reviewed changes he was suggesting.

**Treasurer's Report:**

**Bank Balances as of 06-30-12 from Bank Statements**

ColoTrust		Valley Bank		Total Balance
ColoTrust - Operations	\$5,349.15	Valley Bank - Operations Checking	\$33,922.60	
ColoTrust - Tabor Reserves	\$2,000.60			
<b>Operations Total</b>	<b>\$7,349.75</b>		<b>\$33,922.60</b>	<b>\$41,272.35</b>
ColoTrust - Firehouse Fund	\$55,051.09			<b>\$55,051.09</b>
<b>ColoTrust Total Balance</b>	<b>\$62,400.84</b>	<b>Valley Bank Total Balance</b>	<b>\$33,922.60</b>	<b>\$96,323.44</b>

Gary reviewed the Treasurer's Report including tax revenue received and a dividend from Pinnacol Assurance.

**Chief's Report:** Chief Wilcox shared that that he and Andy have been reviewing an on-line software program that tracks weather, lightning strikes, storms, and estimates prediction of lightning strikes which has been very helpful. PSFPD and Boulder District are reviewing this tool. It's been very impressive. There were 14/15 incident reports that were filed in June. He shared some pictures that had been taken at the Estes Park fire and the lightning strike at Big Elk Meadows. Josh Thompson mentioned that they had conducted 21 mitigations in the last three weeks. Andy reported there are 15 fire fighters with 6 active applications being reviewed.

**Old Business:**

Capital Improvement Project – Fire Station/Community Center (CIP) – Bob Shaw agreed this is a board responsibility, but an individual should be in charge as opposed to a “board”. An expert/experienced person should be sought to be Chairman or “Champion”. Good discussion followed. Bruce moved that a special work session be scheduled on Monday, Aug. 6<sup>th</sup> at 7 PM at the Fire Station. Gary seconded. Meeting notices need to be posted and this meeting will be published in the water bills. **Motion Passed.**

Executive Order 5 –No update.

Skybeam Agreement - No update.

SDA Workshop – Gary, Bob, Bruce and Ardean attended. Gary shared that the Board needs indemnification coverage. Policy is needed for handling Executive Session minutes. They need to be electronically recorded. A Records Retention Policy needs to be created and approved by the Colorado State Archivist. Gary will handle.

**New Business:**

Agenda Posting Policy – Gary presented an “Agenda Posting Policy”. Carl made a motion to accept Gary's proposal with changes. **Motion Passed.**

PSPOA June Meeting – Bruce shared that there were good discussion regarding fire concerns at the homeowners meeting. Andy concurred that there was a fire mitigations signup and he'd created a “special needs” notification for individuals to complete. The notice was sent in the water bills.

COLOTRUST and SDA are teaming up to present the July 18, 2012 SDA Lunch & Learn Investment Seminar - Gary will attend.

Web Site – Andy reported that he was working with an individual to improve the PSFPD Web Site.

Thank You Letters - Ardean shared that two letters have been sent Mr. & Mrs. Alan Engle and Western Digital/Andy Lucas for contributions.

T. Charles Wilson Insurance Service, Debbie Gibbons' request to bid – Since we are in the middle of a current term, until expiration date is approached, no bidding will occur.

Monies for Pagers & Hoses purchases – Andy recommended that not more than \$2,000 be allocated for hose purchases since some are missing and leaking. Bruce made a motion that they be allocated not more than \$2,000 for hose purchase.

**Motion Passed.**

Monies for Pagers purchases – Andy requested that since some of the current pagers are not consistently working, \$3,000 within the fire Communication budget be allocated for purchasing new pagers. Gary moved that not to exceed \$3000 be allocated for new pagers. **Motion Passed.**

Gary moved that the meeting adjourn at 10:00 PM. **Motion passed.**

Respectfully submitted,

Ardean Johnson,  
Approved, August 14, 2012