

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

Minutes of the September 11, 2019, Regular Meeting

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on September 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 7:02 P.M.

Determination of Quorum/Attendance: The following directors were present, constituting a quorum: Jon Andrews, Krista Diaz, Dan Kowalski and Ardean Johnson. Also, present were: Chief Ted Plank, Asst. Chief Andy Lucas & Jessica Bologna (via conference phone), Kevin Noble, Brian Rapple, Jen Rivas and Michael Graham.

Additions/Deletions: None

Approval of Minutes – The minutes of the August 14, 2019, were approved. Motion Passed.

Pension Board – Close Meeting to open Pension Board Meeting 7:08
Reopen PSFPD Board Meeting at 7:27

Chief's Report – Chief Ted stated August was relatively quiet, but September is already very busy. Ted will be attending a CDOT meeting on Monday regarding Mulligans Gulch (Hwy 36 around 7 MM) regarding replacing two culverts in 1Q2020. Hwy 36 could be partial/completely closed for approximately four weeks. Since the 2020 preliminary budget must be submitted to the State of Colorado by Oct. 15, Ted suggested meeting with Jon and Krista prior to discuss income and expenses for 2020. Ted will set the date for this meeting. There are no updates on Larimer County Rental/AIRBNB rules/regulations. Captain Jessica stated there were three calls (1 medical and one campfire) in August. All apparatus is being maintained. Training is on-going. Three donated vehicles were used in training including the preparation to extricate accident individuals. Fire fighters attended a CPR training where current protocol has changed/improved. Andy has purchased pagers, radios, 2 AED (Community Center & on an apparatus since one had expired.)

President Report – Jon went to Ft. Collins to record the purchase of the adjacent property. Per the Water Board's request, Dan will write a letter to the Water Board finalizing this transaction.

Vice-President Report – Dan agreed to accept the position of Vice-President.

Director Secretary Report – Ardean stated she'd sent a Thank You letter for a \$500 donation. She was informed by the Cherry Company that their Christmas gathering will be Dec 7 in Windsor. The Lyons Parade is also, Saturday, Dec. 7. The Town of Estes Park is not be having a Christmas gathering this year. She'd contacted The View Restaurant at the Historical Crag's Lodge. They can accommodate our Fire Fighter Appreciation Dinner on Saturday, Nov. 23 or Friday, Dec. 6. After some discussion, it was decided to hold Our Appreciation Dinner on Friday, Dec. 6th.

Director Treasurer Report – Krista's shared the Treasurer's Report. She thanked and encouraged Command to continue spending budgeted expenses. Propane gas has been purchased in advanced since it saves money. A Bookkeeper is still needed; Russ is continuing since his move to AZ. Expenses are now submitted on-line instead of paper. She suggested switching to Google Drive instead of Box. Further discussion is needed. The Pancake Breakfast fund raiser is being postponed until the spring.

Bank Balances as of 08/31/2019 Statement:

Operations

First Bank (8766)	\$ 81,293.25
Colorado Trust – Tabor Reserve (8002)	3,276.53
Colorado Trust – Gen Reserve (8003)	56,957.60
TOTAL CURRENT ASSETS	\$141,527.38

Continued Business:

Recognition Plaque – Dan shared the bid from DuraPlaque for doing the recognition plaque. He'll adjust the wording and measure to see if a larger sign remains in budget.

Adjacent Property – Jon has handled, and Dan will send the letter to the Water Board.

Organizing Fundraisers – Krista - Pancake Breakfast postponed until late Spring 2020.

Newcomers Package – Andy thinks he still needs to provide input to PSPOA.

Automated External Defibrillator (AED) – Andy has ordered the two AEDs. One will be installed in the Community Center and the other will replace an expired one on one of the apparatuses.

Vacancy – Open

QuickBooks – Krista hasn't heard from Pam Ping about us using an extension of her QuickBooks.

Community Foundation: HOT TOPICS – Jen Rivas stated that 100 hits on Facebook were recorded of individuals viewing the HOT TOPICS bulletin. Two-thirds of those clicked for more details. Jen suggested doing this twice a year. Jen will investigate the possibility of doing it more often through the purchase of an inexpensive Web Tool.

Adjournment – Krista moved that the meeting be adjourned at 8:55 P.M. **Motion Passed.**

Respectfully submitted,
Ardean Johnson, Secretary
Approved _____

09/11/2019