

Pinewood Springs Fire Protection District
BOARD OF DIRECTORS
Minutes of the March 8, 2023, Regular Meeting

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on March 8, 2023. 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.

Determination of Quorum/Attendance: The following directors were present, constituting a quorum: Michael Graham, Patty Peritz, Jen Rivas (via Zoom), and Ardean Johnson. Also, present were: Chief Ted Plank, and Asst. Chief Andy Lucas, Battalion Chief John Bykerk, Gabi Benson (via Zoom), and Kevin Nobel,

Additions and deletions – None

Minutes – The minutes of the February 8, 2023, meeting were approved. Motion approved.

Public Comments – None

Chief Report – Battalion Chief (BC) Bykerk stated there were two calls in February. Apparatuses are all in service and ready for calls. Medical skid is installed. Firefighter status: 16 active, one probation, one leave of absence. One firefighter is nearing EMT completion. Regarding Burn permits: 21 approved, three pending. One firefighter has resigned due to family issues. Chief Plank will be recruiting. His objective is a total of 21-22 firefighters.

Chief Plank stated Larimer County has reached out to him to execute a neighbor evacuation drill. Local people can sign up to participate. They'll receive a notice with LETA to go to fire station. Larimer County will have a brief review to insure everything goes smoothly, suggestions/improvements will be sought. This will probably take place in the summer. The Mutual Aide Agreement has been updated and needs to be signed and returned. After discussion, Ardean made a motion that Chief Plank sign and submit the document. Motion passed. Larimer County emergency services has outgrown their facility and will be building a new facility. They are in need of grant money and requested a letter of recommendation/support. Chief Plank requested authorization to write such a letter. Ardean made a motion to have Chief Plank write and submit that letter. Motion passed.

Grant fund raising – Larimer County firefighter grant has been submitted. The mezzanine is this year's request. The CWPP has submitted a grant for community mitigation funding which will focus on the Navajo Court Water District area. PSFPD has applied for the Colorado DFPC Firefighter Health and Safety grant that will allow for the purchase of six sets of wildland gear complete, fire shelters, \$2700/fire fighter.

Two years ago the Road Board asked to construct a building on our property, which would also provide some storage space for the fire department too. Utilities poles need to be moved. \$15K was the cost to move the poles at that time, PSFPD would contribute \$8K. Poudre Valley REA said it could cost around \$27K. REA wants to install a microgrid on our building. We are still waiting on updates from REA. \$36K is latest price. The Annual Community Wildfire Awareness Day event is scheduled for Saturday, May 6. Larimer County humane society wants to attend.

Larimer County plans on holding a celebratory event in Big Elk Meadows on April 15 at 1 P.M. for the completion of County Road 47 after the 2013 flood. Wildland refresher class will be held here the same day.

Chief Plank will be out of town March 16-25th on vacation with his family.

President's Report – Michael extended the invitation to fulfill the current Board vacancy to Kevin Noble who accepted. Michael administered the Oath.

Tom Emerson requested to receive his firefighter pension.

Vice-President Report –

Director Secretary Report

Ardean stated there was one Thank you letter was sent for cash contribution and one for the equipment donation.

Ardean stated for the record that she would like to become the Vice President. She's been Secretary since 2008 and would like to allow someone else the

opportunity. She'll continue handling the EP Duck Race and the Appreciation Dinner.

Duck Race – Adoption is now \$25 with \$22 going back to Charities. Quackpack is adopt 5 and get one free and is an easy on-line process.

Director Treasurer Report – Treasurer Patty Peritz provided the Treasurer's Report including detailed financial summary reports and account balances to date February 28, 2023, accompanied with checking account debit/credits/summary, and Visa Charge expenses.

The reports provided were reviewed.

Bank Balances as of 02/28/2023:

First Bank	\$ 105,961.23
Colorado Trust – Tabor Reserve (80012)	3,407.92
Colorado Trust – Gen Reserve (8003)	68,453.27
TOTAL CURRENT ASSETS	\$ 177,822.42

Donations going to COLOTRUST on a quarterly basis. Closing of 2022 budget is complete. Remaining from last year's budget = \$36,820.39, donations and underbudget items make up this overage.

Department credit card has been submitted for the increased from \$10K to \$25K

The Actuarial Study will be completed in July/August.

Audit Exemption documents to Pam Ping. Target is 3/31. Docusign for all board members will be needed.

Election cancellation submitted.

At Large –

Website – Jen stated for the record that she would be willing to fill the vacant Vice President role, which would leave the At-Large role open for the newly appointed Board member, Kevin Noble. Jen is continuing to work with Streamline on the website, and will present

a timeline to the Board at the next meeting. Hot Topics - Jen will send a draft to the Board by the end of the week. She thanks Patty and Chief Plank for their contributions to the newsletter.

Hot Topics – She hopes to have a draft to Board by this week. She thanked Patty for helping to write the Community Wildland Protection Plan for the Hot Topics

New Business:

Adjournment – Ardean made a motion that the meeting be adjourned 8:01 P.M. **Motion Passed.**

Respectfully submitted,

Ardean Johnson, Secretary
Approved: April 12, 2023