

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

Minutes of the January 8, 2020, Regular Meeting

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on January 8, 2020. 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 7:00 P.M. and asked Vice President Dan Kowalski to preside over the meeting since he was calling in from vacation.

Determination of Quorum/Attendance: The following directors were present, constituting a quorum: Jon Andrews (via phone), Krista Diaz, Dan Kowalski and Ardean Johnson. Also, present were: Chief Ted Plank, Asst. Chief Andy Lucas (via conference phone), and Jen Rivas. Ardean made a motion to excuse Michael Graham absences. Motion Passed

Additions/Deletions: None

Approval of Minutes – The minutes of the December 11, 2019, were approved. Motion Passed.

Chief's Report – Captain Jessica stated that in Dec there were four calls, one MVA, one land, and two medicals. They are prioritizing the equipment which needs repair. Two AED batteries were replaced. December training was apparatus training. A new burn permit is now on the website and runs annually. Ted stated the Sean and Courtney Gilliam family attended a training session to thank them for their medical reviving of Sean in December. Ted stated he'd advised his employer that he'll be resigning Feb. 28. Ted presented an annual Status and Focus 2020. Some of the information included: 85 total calls in 2019 up 8-9%. AREA OF FOCUS: Fire fighter development, apparatus and equipment replacement, community connections. INTERNAL DEVELOPMENT: Leadership & officer development, fire fighter training-Certification maintenance, fire fighter fitness. APPARATUS 7 EQUIPMENT REPLACEMENT: Average age of apparatus is 27 years. Increasing mechanical problems related to age and usage, review apparatus needs starting from scratch. COMMUNITY CONNECTIONS: limited social media outreach, Community Page, newsletter, enhanced website capability; Burn Permits: site visits, educational material

He'll be looking to establish a team for grant writing/submission.

US Highway 36: will be repaired at MM 7-8 by Lyons Gulch in 2020, CDOT meeting 1/22/23, emergency services and general info on closure. 30-day hard closure March 9 is the estimate

President Report – Jon had nothing to add at this time. But it's a beautiful day in Hawaii.

Vice-President Report – Dan stated that there is \$1,100 in the Community Foundation which needs a Director and Board Member. He stated that Lt. John Bykerk is running for the PVREA Board. Donations are encouraged.

Director Secretary Report – Ardean stated she'd mailed two Thank you letters. The 2020 EP Duck Race application has been submitted. Ardean read a thank you letter from Kevin and Libby Noble

Director Treasurer Report – Krista's shared the Treasurer's Report. She has transferred \$25 K to General Reserve. A \$5 K donation was received from one of the families that was rescued during the Nov. 26 snowstorm. An additional \$300 in cash was also received from others who took shelter in the Community Center. Ted would like to spend \$1 K from the \$5 K for air mattress, blankets, sheets in order to be prepared to accommodate stranded individuals in the future. Krista requested that 2020 Budget would carry over from the 2019 Budget \$10 K (\$5 K from donation, \$5 K left over) for work on equipment that couldn't get accomplished in 2019. Ardean moved that the \$10 K be moved from the 2019 Budget to \$5 K. Motion passed.

2020 Final Budget Review:

Ardean moved that the following Resolutions be adopted. Motion passed

2020-04 Resolution that 2020 Budget Adoption

2020-05 Resolution to Appropriate Sum of Money

Bank Balances as of 12/31/2019:

Operations

First Bank (8766)	\$ 51,045.45
Colorado Trust – Tabor Reserve (8002)	3,298.65
Colorado Trust – Gen Reserve (8003)	57,341.93
TOTAL CURRENT ASSETS	\$111,686.03

Continued Business:

Newcomers Package – Andy is working on the sections for the Fire District.

Hot Topics PSFPD Community Newsletter – Jen Rivas stated that she is working on topics for the spring Newsletter. Topic might be "Sheltering in Place" during increment weather, the November three foot snowstorm, increased call volume, and potential fund raisers. She's targeting for a March/April publication.

Intercom System for 5154 – It's ordered and possibly here.

Community Center – No update.

New Business:

Adjournment – Krista moved that the meeting be adjourned at 8:04 P.M. **Motion Passed.**

Respectfully submitted,

Ardean Johnson, Secretary

Approved: February 11, 2020