

# PINEWOOD SPRINGS FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

## Minutes of the December 9, 2020, Regular Meeting

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on December 9, 2020. The meeting was held at the Pinewood Springs Fire Protection District Fire Station in Larimer County, Colorado. Secretary Ardean Johnson called the meeting to order at 7:00 P.M.

**Determination of Quorum/Attendance:** The following directors were present, constituting a quorum: Jon Andrews, Michael Graham, Dan Kowalski, Krista Diaz and Ardean Johnson. Also, present were: Chief Ted Plank, Asst. Chief Andy Lucas, Captain Jess Bologna, Jen Rivas, Kevin Noble, Brian Rapple, and Greg Barnett. The meeting was held via Zoom.

Ardean stated that she had contacted SDA to confirm that the three consecutive absences of a Board member which would normally deem that position to be vacant not apply if there is an illness which caused these absences. The minutes need to record that the individual's absence was excused.

**Additions/Deletions:** None

**Approval of Minutes** – The minutes of the November 11, 2020, were approved. Motion Passed.

Close Meeting to Open PSFPD Pension Board Meeting at 7:10

Re-Open PSFPD Board Meeting at 7:21

**Public Comments/Input** – None

**Chiefs Report-** Captain Bologna state there had been eight calls in November. Covid precautions continue. Two fire fighters graduated from the Fire Academy. Chief Plank stated that the calls are running on course with the number 84<sup>th</sup> call having been that day. He expects the annual volume of calls to meet or exceed a normal year. Chief Plank stated he is very proud of the time and commitment the fire fighters. Larimer County fire restrictions have been removed even though it is still dry. The Covid 19 vaccine will soon be distributed. He had met with Boulder County and the State of Colorado. Fire fighters will be in the first wave which will happen this winter along with health care workers, and long care term centers staff. The next group will include EMS, law enforcement, social workers, and long care term centers which have less than 15 minutes with patients. Probably in June, the masses will have the vaccine available. Discussion followed regarding if the Board/Department should be involved in messaging to the community? The Town of Estes Park has applied for a DOLA grant for funding for Covid-19 Regional Resilience and Recovery. They requested that PSFPD join them in the application for the grant. The Town will handle the application process, but based on input from DOLA they believe that they will have a better chance of success if local-area entities join them on the application. The Department Facebook page which was started during the fires has had a lot of positive activity. Chief Plank and Jen Rivas have been working on the website to carry the same information. Chief Plank submitted the final comments Larimer County Hazard Management Program. It is an update of the 2016 version. The Appreciation gift certificates, and gifts are being coordinated.

**President Report** – Jon had no comments.

**Vice-President Report** – Dan had no comment.

**Director Secretary Report** –

Ardean stated that six thank you letters had been sent: Estes Park Rotary Club (Duck Race) \$750, Estes Park Mountain Shop \$375, Tom and Letia Grooser re-donating \$680, two other donations from local residents which totaled \$300. Grand total of \$2,105. She asked if there was a special project/need where this money could be spent? Like a trailer for the UTV. Discussion followed. She advised the Board that the See's Candy had been purchased. She also asked the Board if they would like to participate in the 2021 Estes Park Duck Race? There is an application that needs to be submitted to participate and she will submit it with the Board's approval. She presented two Resolutions: 2021-01 - Director's List & District Contact Data Update. Dan moved that the Resolution be approved. Motion passed. 2021-02 – Meeting Locations, Dates and Board Directors for 2021. Dan moved the resolution be approved. Motion Passed.

**Director Treasurer Report** – Chief Plank and Krista lead discussion of the 2021 Budget Review which had been previously distributed via email. Larimer & Boulder property tax assessments have been received. 8.778 Mil. 2021 budget will be approximately \$1,000 less than 2020.

Resolutions:

2021-03 Resolution to set Mil Levies, 8.778. Ardean moved the resolution be approved. Motion passed.

2021-04 Resolution to Appropriate of Sums of Money. Ardean moved the resolution be approved. Motion passed.

2021-05 Resolution to Adopt the Budget – Ardean moved the budget be adopted. Motion passed.

Bank Balances as of 11/30/2020:

**Operations**

First Bank (8766)	\$ 75,314.44
Colorado Trust – Tabor Reserve (8002)	3,322.33
Colorado Trust – Gen Reserve (8003)	82,925.58
<b>TOTAL CURRENT ASSETS</b>	<b>\$161,562.35</b>

**Continued Business:**

**Hot Topics PSFPD Community Newsletter** – Jen Rivas stated she will add to the next Newsletter that several sets of wildland fire gear were purchased thanks to the Rotary Duck Race funds. Chief Plank stated that Kathy Benson has volunteered to assist Krista and has extensive QuickBooks and Excel knowledge. Chief Plank, Krista and Kathy will meet. Jen stated that Gabi Benson's September 16th email distribution of the Hot Topics Newsletter had received 140 hits on the first day, and 100 on the second day. Chief Plank had also alerted folks to the Hot Topics via Facebook. There are 650-1000 folks following PSFPD Facebook page. Jen will start gathering topics for early spring Hot Topics distribution.

**New Business:** None

**Adjournment** – Dan moved that the meeting be adjourned at 7:51 P.M. **Motion Passed.**

Respectfully submitted,

Ardean Johnson, Secretary  
Approved January 13, 2021