

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

Minutes of the October 14, 2020, Regular Meeting

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on October 13, 2020. The meeting was held at the Pinewood Springs Fire Protection District Fire Station in Larimer County, Colorado. Vice President Dan Kowalski called the meeting to order at 7:07 P.M.

Determination of Quorum/Attendance: The following directors were present, constituting a quorum: Michael Graham (via Zoom), Dan Kowalski (via Zoom), Krista Diaz (via Zoom) and Ardean Johnson. Also, present were: Chief Ted Plank, Asst. Chief Andy Lucas (via Zoom), Captain Jess Bologna, Jen Rivas (via Zoom) and Andrew Hart (via Zoom). Jon Andrews absence was excused.

Additions/Deletions: None

Approval of Minutes – The minutes of the September 9, 2020, were approved with a change. Motion Passed.

Public Comments/Input - None

Chief's Report – Chief Plank - The 2021 Budget draft to the Board is required in October. Command budget will be the same as 2020 until the revenue numbers are obtained. A letter from the county was received from the county stating preliminary 2021 tax revenue but were not to be used in budget projections. Chief Plank will email the preliminary budget to the board. Public hearing will be in December. Jen will ensure the newspaper announcement takes place and Ardean will post in the three appropriate locations within the Pinewood valley. Chief Plank stated that the annual appreciation dinner might be an early spring/summer smaller gathering. Command would like to spend more money on gifts for the fire fighters. They would like to give gift certificates for a local restaurant in Estes or Lyons. Chief Plank will investigate and update at the November meeting. One fire fighter sprained their wrist during the fire academy. Pinnacle Insurance was advised, and a claim filed. The East Troublesome fire is moving towards Estes Park. The hospital was partially evacuated. An alternate emergency room may be established at PSFPD station if needed. Some of Estes' ambulances have been relocated to PSFPD station. The Cameron Peak fire blew up today with 80-100 MPH winds last night. Th PSFPD tender will be assigned on Hwy 34 if needed. Captain Bologna stated there were five calls in October: vehicle, wildland, medical. All apparatus is being maintained. Training is ongoing. Chief Plank stated that Lieutenant Tom Emerson has stepped back from firefighting. He is on Reserve status now. Steve LeMaire has accepted the Lieutenant position. Covid protocol –both buildings are closed to public through the end of year.

President Report – Jon was absent.

Vice-President Report – Dan had nothing to report.

Director Secretary Report –

Ardean informed the Board that she had been advised from EP Duck Central that thanks to "Duck Central" sending out over 5,000 emails to previous adopters, our gross adoptions was \$2,140 (107 ducks adopted), netting PSFPD \$2,033. She strongly encouraged Duck Center to do the same next year! Discussion followed on what project(s) should be funded with this money. Command will come up with some appropriate suggestions.

The Pension Board Meeting was to have been held in March. One will be held in December along with the Budget Meeting. Should be Ardean will post in the three locations the Budget meeting notification. Jen will insure it gets posted in the newspaper.

Director Treasurer Report – Krista stated that her job has become demanding and she does not have time to handle all the treasurer's duties. The Expense forms are automated, but need to be match with credit card, expense sheet, before giving to bookkeeper. She was requesting a volunteer to help. Ardean made a motion that Chief Plank & Krista will create a job description and present at the next board meeting. Motion passed.

Bank Balances as of 09/30/2020:

Operations	
First Bank (8766)	\$108,010.39
Colorado Trust – Tabor Reserve (8002)	3,320.87
Colorado Trust – Gen Reserve (8003)	82,887.48
TOTAL CURRENT ASSETS	\$194,218.74

Continued Business:

Hot Topics PSFPD Community Newsletter – Jen Rivas will make appropriate updates to the Newsletter. She will reissue and publish the last week of October.

New Business:

Adjournment – Dan moved that the meeting be adjourned at 8:13 P.M. **Motion Passed.**

Respectfully submitted,

Ardean Johnson, Secretary

Approved : November 11, 2020