

Pinewood Springs Fire Protection District

BOARD OF DIRECTORS

Minutes of the September 10, 2025 Regular Meeting

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly board meeting on September 10, 2025. 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.

Attendance: The following directors were present, constituting a quorum: Michael Graham, Kevin Noble, Patty Peritz, Brenda McIntire and Mark Davis joining via Zoom. Also present were: Chief Ted Plank and OAC John Bykerk.

Roles/Responsibilities of the Board:

President: Michael Graham

Vice President: Kevin Noble

Secretary: Brenda McIntire

Treasurer: Patty Peritz

Member-At-Large: Mark Davis

Agenda Additions and deletions – None

Meeting Minutes – The minutes of the August 13, 2025 meeting were approved as presented.

Motion: Brenda McIntire, Second: Kevin Noble, Vote: Unanimous

Motion Passed

Public Comments – None

Chief's Report –

OAC Bykerk

5 calls in August.

All apparatus are in good working order; Engine 5141 needs the Kussmaul replaced.

20 Active Firefighters.

4 Firefighters are attending FF Structure Academy in Estes Park.

Larimer County is implementing a new Burn Permit system.

Chief Plank

Chief Plank attended the Larimer County Hazardous Mitigation Plan update meeting. They now have a new consulting firm helping with the plan. To be eligible for future grants, the Board will need to adopt the plan when it is finalized.

Chief Plank attended the August 14, meeting where the Wildfire Research Center Windshield Survey data was presented. The take-away being that our wildfire danger is high. The written survey data will be coming out later.

Chief Plank was honored to be asked to do a peer review of a Wildfire Research Center project on the Western Slope and it went well.

Chief Plank and OAC Bykerk continue to attend the weekly Water District pipeline replacement meetings. Daily text updates are being made to keep responders apprised of where work is being done so that access to calls can be determined before leaving the station.

Chief Plank visited with Estes Valley Interim Fire Chief concerning how our department gets notified about assisting with emergency response. They could have used our help on a call they received, but because

borders and boundaries determine whether we are automatically toned, a direct call to us was required for that location and we were unaware of the need for assistance.

Chief Plank attended the Colorado Wildfire Resiliency Code meeting with Larimer County. The county will be drafting an IGA for Special Districts which will allow the county to enforce the new codes going into effect July 1, 2026. The Chief recommended our attorney review the proposed IGA before Board approval. The IGA process will also need to be done with Boulder County as we have a property in their area. After the first of the year, we will need to hold a public meeting with the respective government officials present, to explain to district members the reasons for adopting the new codes and their content.

The proxy needs to be signed and submitted for the Colorado Firefighter Benefit trust meeting if a representative is not planning to attend. The window is now open for submitting the request to DOLA for reimbursement of the added benefit costs.

The Chief will have a preliminary 2026 budget proposal done in October for final approval in December, so he will need any information of projected increases to insurance or pension costs. After making two more payments of \$20,000 the fire station building will be paid off. Going forward, he would like to continue with that dollar amount being added to the \$10,000 currently going into the engine replacement fund.

Chief Plank is working with Jennifer Rivas on a plan for an end-of-year kick off for the Apparatus Fund drive.

President's Report – None

Vice-President's Report – The Pension Board will meet in October.

Secretary's Report – Thank you letters were sent to Ace Hardware in Longmont and Estes for their donations of pine needle/leaf bags for the Community Wildfire Preparedness Day held in May.

Treasurer's Report – Patty Peritz provided the Treasurer's Report including detailed financial summary reports and account balances as of August 31, 2025, accompanied with checking account debit/credits/summary, and Visa charge expenses. The reports provided were reviewed.

Donations were received from Todd Mead for \$300 and Mark & Patricia Prichard for \$500.00.

Bank Balances as of 08/31/2025:

First Bank	\$ 164,198.80
Colorado Trust – Tabor Reserve (8002)	3,868.53
Colorado Trust – Gen Reserve (8003)	83,830.06
Colorado Trust – Future Apparatus (8006)	0.00
TOTAL CURRENT ASSETS	\$ 251,897.39

Member-At-Large Report – None

New Business – None

Unfinished Business – None

Adjournment – 7:53 PM

Motion: Kevin Noble, Second: Patty Peritz, Vote: Unanimous

Motion Passed

Respectfully submitted,
Brenda McIntire, Secretary
10/08/2025