

**PINEWOOD SPRINGS FIRE PROTECTION DISTRICT**  
**BOARD OF DIRECTORS**  
**Minutes of the November 8, Regular Meeting**

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on November 8, 2017. The meeting was held at the Pinewood Springs Fire Protection District Fire Station in Larimer County, Colorado. President John Bologna called the meeting to order at 7:00 P.M.

**Determination of Quorum/Attendance:** The following directors were present, constituting a quorum: John Bologna, Bruce McQueen, Russ Hardy, and Jon Andrews. Also present were: Chief Ted Plank, Captain Jessica Bologna, and Dick Wilcox. Ardean's absence was excused.

**Addition/Deletions to the Agenda** – Water office lease and Board roles.

**Approval of Minutes** - Minutes of the October 11, 2017, were accepted without corrections.

**Chief's Report**– Chief Ted Plank reported that there are 18 active firefighters (17 active, 1 medical leave of absence). In October there were 7 calls. Ted also mentioned that some of the smaller fire districts are talking about a Larimer County wild land contingency fund. Our involvement to be determined later. Also, the thermal image device has arrived.

Staff changes: Jessica Bologna is appointed Captain; a new Lieutenant will be chosen later.

**President Report** – John Bologna shared information on the annual Estes Park Duck Race, we agreed to participate and receive donations from that organization. Ardean has agreed to spearhead this fund raiser. It was decided that the water office lease will be for one year at one dollar per year. An action items is to review the community room policy at the February Meeting.

**Vice-President Report** – Jon Andrews stated that the storm sewer inlet should be delivered by the 20<sup>th</sup> of November.

**Director Secretary Report** – On behalf of Ardean, John shared the menu for the Appreciation Dinner. The menu was agreed upon. Ardean will be sending the invitations later in November via email to the PSFPD fire fighters, Bob & Laurel Shaw, Gary Clements and Josh Thompson.

**Director Treasurer Report** – Bruce McQueen presented the following four Resolutions which were reviewed, voted on and approved:

**RESOLUTIONS:**

Resolution to Set Mill Levies, #2017-03  
Resolution to Appropriate Sums of Money, 2017-04  
Resolution to Adopt Budget, #2017-05  
Budget Message, 2017-06

October Financial Reports  
Transition timing to new Treasurer

**Bank Balances as of 10/31/2017 Statement**

<b><u>Operations</u></b>		<b><u>Fire Station/Community Center</u></b>	
First Bank	\$ 99,256.62	First Bank	\$ 72,264.44
Colorado Trust - Operations	5,454.74	Colorado Trust	106,462.27
Colorado Trust – Tabor RSV	2,043.97	Cash in PayPal	23.97
Cash at Banks	0.00	Due from Operations Acct.	
Water Rescue Project	0.00		
<b>TOTALS:</b>	<b>\$106,755.33</b>		<b>\$178,750.68</b>
<b>GRANT TOTAL</b>	<b>\$258,506.01</b>		

**Director Liaison to Fire Station Project report** – Russ reported:

Generator Grant – Larimer County has approved Stingray to do the work, but they may not be able to complete the generator hook up due to Vashek's illness. We may need to select another contractor.

Phase 2 Status – Construction is now 64% complete. Completion is still early spring.

**New Business:**

Our discussion around board roles was prompted by Bruce McQueen leaving the board next year. The board decided that the treasurer position should be kept separate from the book keeping position. John Bologna graciously accepted the treasurer position and Jon Andrews accepted the president position. Further discussion and clarification of roles and responsibilities will be addressed in the December meeting.

**Adjournment**

John moved that the meeting be adjourned at 9:23 PM. **Motion Passed.**

Respectfully submitted,

Jon Andrews for  
Ardean Johnson, Secretary  
Approved, 12-13-2017