

PINEWOOD SPRINGS FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
Minutes of the January 10, 2018, Regular Meeting

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on January 10, 2018. 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 7:03 P.M.

Determination of Quorum/Attendance: The following directors were present, constituting a quorum: John Bologna, Bruce McQueen, Jon Andrews and Ardean Johnson. Also present were: Chief Ted Plank, Captain Jess Bologna, Dan Kowalski, Larry Wisecup (Vice-President of the Water Board) and Gary Clements. Via phone joining were: Russ Hardy and Andy Lucas, Assistant Chief. Jon Andrews absence was excused.

Additions/Deletions: Generator Grant

Approval of Minutes - Minutes of the December 13, 2017, were accepted.

Chief's Report – Chief Ted Plank reported that there are 18 active firefighters (17 active, 1 medical leave of absence). In December there was one car accident call. There was a total of 70 calls for 2017 down from 2016. John Byker accepted the position as Lieutenant. Now, there is a complete Staff. Two fire fighters completed fire academy training at Estes. The brush trucks should be in for transition within the next two months. Ted stated he'd connected with other fire departments of comparable size and issues. There is a new Larimer County Fire Chiefs Group that is beginning to meet.

President Report - John Bologna stated the Recognition Plaque for the new building is moving along. 57 letters have been sent to individuals to insure the spelling of their names. Kathy Bradford should attend the February meeting to present the example of the etch glass. Notification was sent to the community about the change in the Officer positions on the Fire Department.

Vice-President Report – Excused absence

Director Secretary Report – Ardean stated she'd mailed four Thank You letters for donations received in December 2017.

Estes Park Duck Race 2018 – the application has been completed and personally delivered to the individual in charge in Estes. There will be more information coming. **January 15, 2018 Deadline for SDA DOLA**- Ardean presented the Resolution 2018-01 Meeting Locations, Dates and Board Directors for 2018. Bruce made a motion that the Resolution be accepted. Motion passed. The document will be posted in the two appropriate locations within the Pinewood Springs Valley and sent via email to the appropriate departments within Larimer and Boulder Counties. Once the Fire Station is complete and the bulletin board re-hung, it will be posted there too. Thus, meeting the SDA posting requirements. Resolution 2018-02 Director's List & District Contact Data Update. Bruce made a motion that the Resolution be accepted. Motion passed. It too will be sent via email to the appropriate Larimer and Boulder County Departments and SDA departments. Resolution 2018-03 Appointing a Designated Election Official and Authorizing Designated Election Official to Cancel Election was presented. Russ made a motion that the Resolution be accepted. Motion passed. Gabi Benson has again accepted this position. Ardean will post the vacancy position according to the SDA requirements. Ardean mentioned that there will be a Pension Board Meeting in February.

Director Treasurer Report – Bruce McQueen presented the financial information with discussion following. SDA membership was paid. He shared the FPPA Pension hours for individual fire fighters for year 2017 that Andy had proved. Bruce updated the FPPA file. Bruce made a motion that the list be approved and submitted the FPPA list. Motion passed. The year ended with more money than originally expected. Russ has loaded QuickBooks with 2018 figures. Bruce is working with Pam Ping to prepare Exemption of Audit which is due March 31, 2018. \$52,000 is being carried over from 2017.

Bank Balances as of 12/31/2017 Statement

<u>Operations</u>		<u>Fire Station/Community Center</u>	
First Bank	\$ 52,704.21	First Bank	\$143,411.06
Colorado Trust - Operations	15,476.80	Colorado Trust	4,594.60
Colorado Trust – Tabor RSV	2,048.47	Cash in PayPal	0.00
Cash at Banks	0.00	Due from Operations Acct.	
Water Rescue Project	0.00		
TOTALS:	\$ 70,229.48		\$148,005.66
GRANT TOTAL		\$218,235.14	

Director Liaison to Fire Station Project report – Russ reported on some bookkeeping items.

Generator Grant –

Phase 2 Status – Fresh air installation will cost around \$20,000 (change order #3). End date is March 23, 2018. \$5,500 will be absorbed by volunteers doing interior taping, mudding, texturing and painting.

Assistance to Firefighters is open for submission of items.

New Business:

Mon Cheri (Cherry Company) Community Hall Special Review – Rezone the Cherry Company from “open” to “business”. Ted stated that the Fire Dept hasn't seen any additional activity due to the increase in customers to the Cherry Company or their functions. Ted stated that they'll continue working with them in a Fire Marshall capacity. No issue needs to be acted upon by the Board or Fire Dept.

Water Costs to the Fire District – Larry Wisecup, Vice-President of the Water Board, presented a concern regarding the usage of the water consumption of the PSFPD. Andy stated that they maintain a form to track the water usage by the Fire Department. Gary Clements stated that in May 2000, a motion to charge the other Boards \$200 to the Community Center. March 2005, the Water District told the Fire Dept. that they must bill for water. April 2005 the Water Board presented a Contract. In May the Fire Board signed the contract. The Contract between the Water and Fire Board needs to be located. Larry is going to ask Gabi Benson if she has the contract. Ted Stated that the trucks have been filled at the hydrant by the lake and when on calls to assist, at those locations. Andy state that the Fire Dept usage is small (50-200 gallon per year). The building is metered, but the hydrant is not. Andy also mentioned that the Fire Dept had hauled water from Big Elk for the Water Department to fulfill the community needs.

Water Board room lease – John gave Larry Wisecup the lease for the Water Board's review. Rent is \$1 per year.

Community Room Reservations Policy Review – John stated that he'd spoken with Gabi about continuing taking/making reservations. Maximum capacity needs to be calculated. Approximately 60-80. The previous Room Reservation was discussed. Cleaning of the public space was discussed. Getting community volunteer(s) was discussed. Further discussion to follow.

Adjournment

Ardean moved that the meeting be adjourned at 9:06 PM. **Motion Passed.**

Respectfully submitted,

Ardean Johnson, Secretary Approved 2/14/2018

01-10/2018