

**PINEWOOD SPRINGS FIRE PROTECTION DISTRICT**  
**BOARD OF DIRECTORS**  
**Minutes of the April 11, Regular Meeting**

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on April 11, 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 7:13 P.M.

**Determination of Quorum/Attendance:** The following directors were present, constituting a quorum: John Bologna, Bruce McQueen, Jon Andrews, Russ Hardy and Ardean Johnson. Also present were: Chief Ted Plank, Captain Jess Bologna, Kevin and Libby Noble, Dan Kowalski and Steve Stewart.

**Additions/Deletions:** New Officers

**Approval of Minutes** - Minutes of the March 14, 2018, were approved with noted changes.

**Chief's Report** – Chief Ted Plank reported that there are 22 active firefighters. Jessica reported that in March there were 2 calls. The Brush truck has been swapped out. The old one will be donated to Glen Haven Fire Dept hopefully, by Friday. Purchasing of gear for search and rescue equipment is being investigated. There are 5 probationary individuals. The next training meeting will be in June. Jessica is the new lead training officer. At the March training session, 15 individuals attended. Two cars are anticipated to be delivered in May for practice extrication, demolition. Ted shared the quarterly fire fighter attendance. Andy was unable to attend due to wrist surgery in CA just prior to the meeting. Ted requested a not to exceed \$3,000 for pagers. Budget account 60440 will be the account from which this amount will be deducted. Bruce moved that Ted be giving up to \$3,000 for pagers. **Motion passed.**

**President Report** - John Bologna

**Water Board Contract with PSFPD Board** – John presented the letter from the Water Board. Discussion followed. Changes to this document are as follows:

Paragraph 2 – Remove: There is no intent by the Fire District to evict the Water District from the office space.

Paragraph 3: first sentence will be changed to read: The Office Space will have a door that will remain locked when not in use by the Water District. Second sentence: will be changed to read: The Fire District WILL have a key.....

Fourth paragraph: will be eliminated.

Water Board President Steve Stewart will make the changes to the document and it will be presented at the next PSFPD Board Meeting.

**Pinewood Springs Community Center Guidelines** – The document was shared, and discussion followed. Suggested changes will be incorporated.

**Review Dedication Agenda** – The Agenda for April 29<sup>th</sup> was reviewed and discussed.

**Vice-President Report** – Jon Andrews stated we have insurance for \$1,121,000 on the buildings. The Brush truck currently is on the insurance.

**Director Secretary Report** – Ardean first thanked Jon Andrews for recording the March Board and Pension Board minutes. She mentioned that she'd be gone for the June meeting as will Jon. The backup Secretary will be Dan Kowalski. She also thanked John Bologna for backing her up with the Estes Duck Race Adoption forms. She reported that she'd taken 16 Duck adoption forms with payment to the Estes Duck Race HQ. They informed her that there were an additional three adoption forms for PSFPD via the internet. That means PSFPD should be receiving \$361, as of today, when the race is complete. We still have 34 adoption forms to be sold. A notification was in the water bill mailings. Another posting was also made on the Pinewood Springs Facebook page and the bulletin boards. Also, Lucky Duck will be attending the Dedication on April 29<sup>th</sup> from 2-3:00.

**Director Treasurer Report** – Bruce McQueen presented the financial information with discussion following.

The Audit Exemption Application has been submitted. Bruce and John will meet to pass the Treasurer's responsibilities prior to the May meeting.

Bank Balances as of 03/31/2018 Statement:

<b>Operations</b>		<b>Fire Station/Community Center</b>	
First Bank	\$ 36,689.98	First Bank	\$ 55,269.19
Colorado Trust - Operations	15,539.17	Colorado Trust	.20
Colorado Trust – Tabor RSV	2,056.72	Cash in PayPal	23.97
Cash at Banks	0.00	Due from Operations Acct.	
Water Rescue Project	0.00		
<b>TOTALS:</b>	<b>\$ 54,285.87</b>		<b>\$ 55,293.36</b>
<b>GRAND TOTAL</b>		<b>\$109,579.23</b>	

**Director Liaison to Fire Station Project report** –

**Phase 2 Status** – Russ stated the recognition plaque has been hung and the history boards have been updated to current events. The construction project is now complete. Final occupancy is in the works. Access permit is approved. There is \$3K in the Office Supply budget which Russ stated should have been for the furniture, etc. which he's paid out of the Project Budget. Russ moved that the Board reimburse the Project for \$3K spent on furnishing. Russ asked if the Department will be using xBar7 for phone lines or establish a Century Link line. It was decided that a Century Link land line be established as backup in case of electrical outage.

**Generator Service Agreement** – Generac continues to send Russ documents requesting warranty contract options. It was decided that the Board will handle warranty/repairs.

Exterior signs will be completed.

**New Business:**

**New Officers** – It was discussed and starting after the swearing in at the May meeting, the following individuals will accept these positions on the PSFPD Board: Dan Kowalski will be at-large, Treasurer will be John Bologna, Ardean Johnson will be Secretary, Jon Andrews will become President and Russ Hardy will be Vice President.

**Adjournment**

John moved that the meeting be adjourned at 10:01 P.M. **Motion Passed.**

Respectfully submitted,

Ardean Johnson, Secretary

Approved : 5/9/2018