

**PINEWOOD FIRE DISTRICT
BOARD MEETING
August 24, 2021**

1. Call to Order & Pledge of Allegiance:

Meeting was called to order at 3:00 p.m. with roll call and Pledge of Allegiance.

2. Roll Call:

Members Present:

Chairman, Richard Drinen	Clerk, Barbara Timberman	Member, Patricia Treharne
Member, Lois Barnes via Zoom	Member, Robert Rose Absent	

A quorum was established.

Staff Present:

Fire Chief, Josh Tope	Office Manager, Sara Byerrum
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Public Present:

Bob Timberman	Sue Drinen	Larry Young
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3. Administrative Remarks:

There were no administrative remarks.

4. Approval of Minutes: July 20, 2021:

Minutes approved as presented.

5. Correspondence:

Office Manager Byerrum provided thank you cards from residents who donated to the department in appreciation of their services, quick response times, and professional and caring manners.

6. Financial Reports:

Chief Tope said that we are at 8.3% through the fiscal year and the expense categories are as follows: 1000 HR Salaries and Overtime is at 8.97% and HR Benefits at 11.81%, 2000 Physical Resources is at 0.53%, 3000 Operational Expenses is at 5.32% and Capital Expenditures is at 1.8% leaving the total expenditures for the fiscal year at 7.19%.

7. Office Managers Report:

Office Manager Byerrum said that we collected approximately \$20,000 in ambulance revenue in July and over \$2,000 in resident subsidy fiscal year to date in write offs. Then she stated we collected approximately \$43,000 in wildland payments in July. She stated we billed for one state fire in July with an outstanding payment of \$3292.52. She ended with AERO we still have outstanding billing. Chief Tope reviewed the run log with the board.

8. Chiefs Report:

A. Response Exception Reports:

Chief Tope stated that the district responded to multiple COVID calls for a week and a half. The crew responded to a male along the highway with difficulty breathing, an off-duty firefighter began CPR until crews arrived on scene and transported. Chief stated there were multiple ATV rollovers the past weekend, with two patients who were flown out.

B. Update on Legislative Issues:

Chief Tope stated that he sent out the AFDA report Monday.

C. Operational Report:

Chief Tope reported that E41 is out of service for the week, and we bought a new trailer. He also reported that the shed has been fully constructed and just needs painting.

Next, Chief Tope stated that in regarding the BRIC grant, the county offered more then what was expected. This means more properties will be fixed and the grant might be extended to Kachina and Mountaineire.

Chief advised the board that we temporarily fixed the water line break. However, eventually we will need to rerun and replumb the water line to prevent future leakage.

9.Executive Session:

Chairman Drinen asked for a motion to enter an executive session to hear from Chief Tope on staffing updates. Member Treharne moved and Clerk Timberman seconded. The motion was passed unanimously.

Aye Votes: Chairman Drinen, Member Barnes via Zoom, Member Treharne, Clerk Timberman
The Board and Chief Tope entered an executive session at 3:12 pm.

The executive session ended at 3:31 pm and the fire department personnel and public were invited back into the meeting room.

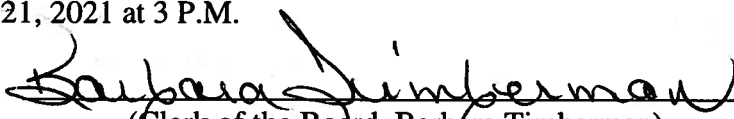
10. CALL TO THE PUBLIC:

Larry Young asked Chief Tope what exactly the BRIC grant was. Chief Tope stated it is for thinning fuels in the drainage.

The meeting was adjourned at 3:34 P.M.

Next Meeting: September 21, 2021 at 3 P.M.

Respectfully submitted by


(Clerk of the Board, Barbara Timberman)