



## Glacier View Fire Protection District

1414 Green Mountain Dr. • Livermore • Colorado • 80536

October 11th, 2021 at 7:00pm

Meeting was called to order at 7:05 PM via in-person and ZOOM

Board of Directors present: President Dave Burk, Vice President Randy Golden, Treasurer David Thompson, Secretary Gordon Cunningham, Director Bill Salmon via Zoom

Fire Department members present: Assistant Chief Jim Perry, Warren Jones via Zoom

Excused Absence: District Administrator Franz

Public members: 2

Confirmation that there are no changes to the agenda.

- 1. Secretary's Report:** Report was submitted and made part of the minutes. Secretary Cunningham reported that the September Board minutes were acceptable and ready for approval. President Burk made a motion to approve the Board Meeting Minutes from August 9<sup>th</sup>, 2021, as presented. Vice President Golden accepted the motion to approve the minutes. President Burk seconded. Call for discussion. No further discussion. President Burk abstained due to his absence at the September Board Meeting. All in favor, the motion carried.
- 2. Treasurer's Report:** Treasurer Thompson presented the September Treasurer's Report. He reviewed the Monthly P & L and stated that our income on revenues is now winding down to the end of the year and we will not be seeing much more coming in from the Larimer County Treasurer. FF Administration showed an additional \$1,100 for SCBA Hydrotesting that is scheduled every five years. In Communications \$3,610 went to BK radio and accessories which is on a grant, and we will be getting a reimbursement of \$1,864. Stations – Utilities had an expense of \$1,990, and stated we switched propane companies to Poudre Valley Coop and did the Fall fill. In Vehicle Maintenance \$4,600 was for maintenance on the new Squad 1. The remainder of items to complete on Squad 1 are license plates, the GVFPD logos and striping. Equipment Purchase of \$1,150 was for a water pump wick. President Burk made a motion to accept the Treasurer's Report as presented. Secretary Cunningham accepted the motion. President Burk seconded. Call for discussion, no discussion. All in favor, the motion carried.

**3. Chief's Report:** Report submitted to Board.

Assistant Chief Perry reviewed the Chief's Report submitted to the Board by Chief Knox.

President Burk asked for clarification of the last paragraph of the Chief's report that the "we" meant the Officers. Assistant Chief Perry stated that "we" did mean the Officers. Assistant Chief Perry explained the two options for the use of donated funds from the Cameron Peak Fire with some remaining funds set aside for the CWPP if needed. President Burk noted that nothing has been brought to the Board or Budget Committee since the donations were made on how to spend the money and suggested that there isn't a rush to spend the money at this time. Assistant Chief Perry stated that the request was made by Operations as to what these donated funds could be used for. Director Salmon suggested that, if the funds don't need to be allocated, that we hold on to the funds until needed. He asked Assistant Chief Perry to talk with Chief Knox and the Officer to see if there are significant needs that need to be met for the use of the donations. Assistant Chief Perry stated that there is always a need to update PPE, but it is not critical at this time and can be held off until later. There was discussion by the Board regarding the 2022 Budget process and felt like Operations provided their needs according to how the Budget was presented to the Board.

There were no additional comments or questions for the Chief

**4. District Administrator Report:** Report submitted to Board

Treasurer Thompson stated that he worked with District Administrator Franz on The Ember Alliance invoice. The Ember Alliance was asked to correct the invoice and resend. He also brought up the fact that, after several requests for a Certificate of Liability of insurance, The Ember Alliance is not able to provide GVFPD with proof of insurance. Vice President Golden asked what the legal obligation was for insurance, for how much and for what kind? Warren was asked on the status of insurance. He stated that while looking at the contract he did not see an insurance requirement in the contract. He had spoken with Daniel Godwin at the Stakeholders meeting and what they are trying to do is uncouple their CWPP Planning Process from their Prescribed Fire Process so they can get their Professional Liability Insurance separate from the burning process. President Burk stated that the Board would be remiss if we allowed them in the District without them having general liability insurance. He noted that this might have been an oversight on GVFPD's part but can be corrected. President Burk suggested to suspend the contract until The Ember Alliance can come up with insurance. Warren asked if the position of the Board was to suspend the contract until insurance is provided. President Burk stated that he is concerned about the liability GVFPD would pick if something happened to The Ember Alliance while in our District, GVFPD would be next in line if there were a problem. Vice President Golden suggested talking with Legal to see if we had the option to suspend and demand insurance even though it is not stated in the current contract because it could open GVFPD up for liability as well. He also asked about the coverage from our insurance if The Ember Alliance comes in and something were to happen. Warren stated that he had only one contact on the insurance and is unaware that there has been any communication on this matter. He said he would talk with The Ember Alliance to get this resolved and he would also contact Legal to find out what our legal recourse is if they do not provide the insurance as requested. Director Salmon stated that there is an insurance clause in the indemnification in the signed agreement and suggested giving them

**(District Administrator Report – continued)**

a timeframe to perform. Warren will get with The Ember Alliance to rectify this matter and check with Legal on the customary amount of insurance that needs to be carried.

**5. Committee Reports:**

**(a) Handbook Committee – (Dan Knox, Dave Burk, Bill Salmon, Cheryl Franz)** The handbook was sent out prior to the Board meeting for all Board members to review. President Burk shared the accomplishments that the Handbook Committee made. He stated that it is about 90% complete and would like an approval from the Board that what they see is acceptable and ready to move on to Legal. All Board members felt that the handbook was ready for Handbook Committee to move forward and send it on to Legal. Secretary Cunningham expressed that this new handbook is far better than what the members have had to work with. Director Salmon agreed with the work on the handbook and was glad to be a part of it.

**(b) Patronage Committee - (David Thompson, Gordon Cunningham)** Secretary Cunningham has meet with a couple of donors in town. He is also reaching out to a couple more donors and is hoping to have some responses back in the next couple of weeks. President Burk thanked him for his efforts.

**(c) Budget Committee – (Dave Burk, Fred Delano, David Thompson, Cheryl Franz, Ops member)** President Burk stated that there is no update and will be ready to approve. He shared that the workshop was completed, and the Budget will be ready for approval at the next Board Meeting. President Burk gave an update on the November election and stated that the ballot issue being proposed is for residential multifamily housing and lodging use and will not affect GVFPD. He stated that GVFPD could move forward with one Budget in November.

Treasurer Thompson proposed moving \$16K that is currently in the Communications Reserve up into the Capital Equipment Replacement Plan and tag it to the Portable Radio Replacement Line. He also recommended that the 2021 \$16K should also be placed into the Capital Equipment Replacement Plan and be added to the Portable Radio Replacement Line. This would then close out the Communications Reserve as it was being duplicated in funding. President Burk made a motion to take the \$16K that is currently sitting in the Communications Reserve and the \$16K that is allocated in 2021 to the Communications Reserve and move the funds into the 10-year Capital Equipment Plan, and not fund the \$5K in 2022 and 2023 because there should be sufficient money in the 10-year Capital Equipment Replacement Plan to fund the radios as scheduled. Director Salmon accepted the motion. President Burk seconded. Call for further discussion, no discussion. All in favor. Motion carried.

**(d) CWPP Committee - (Warren Jones, Peter Henderson, Bill Salmon, Randy Golden)** Warren reviewed his report stating that CWPP held a Key Community Leader meeting. The next meeting will be around the first week of December for the Emergency Response and Planning Partners, and will include our emergency response partners, other volunteer agencies in the area, as well as Larimer County emergency management, and the Colorado State Forest Service. The community meetings will then be held after the beginning of the year. Warren advised the Board that The Ember Alliance is about halfway through the

**(e) (CWPP COMMITTEE – continued)**

project and are on track for completing the CWPP in Spring of 2022. The Ember Alliance is putting together risk assessment maps and scenarios that could confront GVFPD. Member Cassy Johnson and Warren have been collaborating with The Ember Alliance on street mapping and correcting any errors. Warren stated that Corrina has taken some personal time off and Kristen will be the new contact for The Ember Alliance. Warren talked about future funding for the CWPP. He is not expecting implementation of any work to start a CWPP project in 2022 other than planning. He stressed that the real implementation of the CWPP project will start in 2023 and that is why there is nothing budgeted for 2022. He stated that he will move forward and contact Legal regarding the liability issue discussed earlier.

**6. Unfinished Business: Sunset of the 1.15 Mill Levy** – President Burk asked the Board if they are in agreement with going to the voters to keep the 1.15 Mill which will sunset in 2023. He suggested selecting a couple of board members and recruiting community members if GVFPD is going to move forward. He stated that if the Board decides to let it sunset that GVFPD will lose approximately \$25K and an additional \$10K that currently funds Building Maintenance. The cost to hold the election will be minimal because it will be within the Larimer County General election of November 2022. Treasurer Thompson suggested that it would be better for GVFPD to go to the voters to keep the mill levy, than lose it during the sunset and try to come back to the voters at a later time to get it back. Treasurer Thompson and Secretary Cunningham volunteered to head up the Mill Levy Committee. They will look to form a committee of 5 people.

**7. New Business:**

**8. Public Comment:**

Mr. Petrie supported the idea of getting proof of insurance from The Ember Alliance.

**9. Directors Comments:**

Treasurer Thompson gave a shout of appreciation to District Administrator Franz and the work that she has been doing to bring clarity to projects that GVFPD has been taking on.

Secretary Cunningham expressed his thoughts on the crew that GVFPD now has and how well everyone gets along and feels the department is moving along well.

Director Salmon thanked everyone for their work. He thanked Assistant Chief Jim Perry for attending and helping with the Chief's Report.

Vice President Golden thanked Assistant Chief Jim Perry for coming to the Board Meeting. He stated that it was great to see him back. He thanked Warren for all the work he has done with CWPP.

**(Directors Comments – continued)**

President Burk thanked everyone for attending and shared his appreciation to Operations for working together and helping out when needed.

**Adjournment:** President Burk adjourned the meeting at 20:16 PM.

Respectfully submitted by  
Cheryl Franz  
District Administrator

**Next Scheduled Board Meeting: Monday, November 8th<sup>th</sup>, 2021**  
**The Board meeting WILL BE in-person.**