



Board Approved 10-10-22

Glacier View Fire Protection District

1414 Green Mountain Dr. • Livermore • Colorado • 80536

September 12th at 7:05pm

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

Board of Directors present: President Dave Burk, Vice President Bill Salmon, Treasurer David Thompson, and Director Steve Groetke, and Secretary Ron Lindroth via Zoom

Fire Department members present: Assistant Chief Warren Jones, District Administrator Cheryl Franz, and Ed Sather

Public members: 3

Confirm no changes made to the Agenda

Item number two in the Treasurer's Report – Dates will be changed to reflect that the Treasurer's Report is being presented as of August 2022

- 1. Chief's Report:** Chief Report presented as submitted to Board.
Chief Knox spoke on the 5th wheel trailer fire as presented in his report.

Chief Knox addressed the additional document on the GVFPD non-emergency support group. This will be added to the minutes. For clarification, PIO stands for Public Information Officer. This person would be a part of the support group. It was decided that the Handbook Committee will get back together to discuss and create an additional handbook for non-emergency support volunteers and will include the Fire Adapted Community Alliance. Chief Knox will develop a draft for review and get with the Board liaisons if necessary.

Chief Knox asked the Board to put together a committee for the replacement of the district's Type 1 pumper along with Assistant Chief Perry. Secretary Lindroth volunteered to join this committee and can add some incite based on the needs of the district. President Burk asked the committee to come back in November and address the effect the pumper would create to the Capital Equipment Replacement Plan and reasons why the Capital Equipment Replacement Plan should be modified from its original.

- 2. Secretary's Report:** Report was submitted and made part of the Board Packet.
President Burk made a motion to approve both the CWPP Workshop Minutes from August 1st, 2022, and the Board Meeting from August 8th, as presented. Treasurer Thompson accepted the motion. Vice President Salmon seconded. Call for discussion. No Discussion. All in favor, the motion carried.

- 3. Treasurer's Report:** Report submitted and made part of the Board Packet. Treasurer Thompson presented the Checks Over \$1K. \$2,315.96 was used for purchasing four GPS units and four weather stations. A helmet shield and wildland pants were purchased for \$1,513. The final payment for the CWPP to The Ember Alliance was made for \$3,244. \$1,031.50 was spent on new Run Books for each apparatus. He mentioned that the Money Market Account – Cameron Peak Fire Donation Reserve will reflect the CWPP payment and moved over to Operations. This was reviewed the Annual P & L noting that item 519 CWPP – The Ember Alliance was funded by the Cameron Peak Fire Donations. Under 668 Vehicles – E1 - There was a repair for the pump valve and motor. 669 Tender 1 – A fuel injector pump was installed, 699 Equipment Purchases – This was a Firehouse Grant purchase back in June for extrication equipment.

Treasurer Thompson reviewed Checks Over \$1K – \$1,257 to The Supply Cache for bladder bag packs for water storage and usage on small ground fires. \$4,101 – Bay door repair. \$1,450 – EMS Conference for 5 EMT's. \$5,214 for T1 fuel injector pump installation. \$8,760 was issued to Poudre Valley Coop which was a Board approval in September for an annual prepay contract on 4000 gallons of propane, \$19,601 was for the payoff of the station 1 building and interest. He noted that approximately \$5K is an expense that comes out of our budget. The rest is shown on the Balance Sheet and is a reduction of our debt. \$1,145 is from the LCFG (fire grant) for a stokes basket. \$2,359.50 was paid to Ireland Stapleton for Election Costs and the additional HB Review. FirstBank Visa had \$1,175.03 in miscellaneous costs. President Burk asked if we are anticipating any more legal fees when the election is done. District Administrator Franz suggested an additional \$1K for the remainder of the year to cover any additional election costs but did not anticipate any additional legal fees.

President Burk entertained a motion to accept the Treasurer's Report as presented. Director Groeteke accepted the motion. Secretary Lindroth seconded. Call for discussion, no discussion. All in favor. The motion carried.

- 4. District Administrator Report:** Report submitted and made part of the Board Packet. District Administrator Franz commented on the Election process that, as the DEO for the district, her part is complete and it has been turned over to the Campaign Committee. The newsletter has been sent out and the committee will set up a public meeting once the newsletter has been received. Mrs. Hudson commented that they have not heard anybody say that the extension of the Mill Levy was a bad thing. It was stressed that the Mill Levy is not increasing.

District Administrator Franz discussed the Lighting Project and Bid with the Board as submitted in the Board Packet. Vice President Salmon asked if the upgraded lighting could be on a timer so when the crews went out the lights would shut off automatically rather than stay on. District Administrator Franz will check on the automatic shutoff and check on any rebate programs available through REA. President Burk asked for a comparison of electrical usage after the lighting project is completed if approved. Secretary Lindroth suggested down shielded lighting for lessening night sky pollution and recommends the automatic shutoff be considered.

President Burk entertained a motion to approve the lighting project as presented and the additional funding request for going over budget. Treasurer Thompson accepted the motion. Director Groeteke seconded. Call for discussion, no further discussion. All in favor. The motion carried.

5. Committee Reports:

- (a) **Budget Committee** – (Dave Burk, Dan Knox, David Thompson, Cheryl Franz, Fred Delano, Ops member) President Burk thanked the Budget Committee for the work and preparation in this budget presentation. He highlighted that the information from the Board regarding the Alliance budget requests have been adjusted and integrated into the 2023 budget. He also noted that the budget took 8% for the CPI for salaries and included that in the 2023 budget. President Burk stated the Budget Committee is comfortable in recommending the 2023 Proposed Budget. He noted the new section in the Budget for the Alliance-Wildfire Prevention, and that it will replace the Firewise line item. He mentioned the increase to the Capital Equipment Replacement Plan for \$30,000 to help keep the plan in the black.

Fred reviewed the draft notes from the last Budget meeting. He highlighted the projected carryover to the 2023 Budget as \$166,209. He mentioned that the purchase of a new stretcher was moved from 2022 to 2023 by the Chief. Fred added recommendations from the Budget Committee to the Board for an increase of \$30,000 as a transfer to the Capital Equipment Replacement Plan and recommended retaining \$32,496 of the 1.15 Mill Levy to be put into a Building Maintenance Reserve. Treasurer Thompson suggested changing the Building Maintenance to a Building Reserve or Facilities Reserve. Fred stated that the \$32,496 would be accounted for through 2024 and will end unless the Mill Levy extension passes at the November Election. Secretary Lindroth suggested having three Reserve accounts – Operations, Apparatus Reserve, and a Facilities Capital Reserve. Fred noted a change to the definitions when submitting the budget to DOLA. Secretary Lindroth will send language on the Facilities Capital Reserve to District Administrator Franz. President Burk asked the Board for an approval of the numbers for the 2023 Budget and the definitions will be presented at the November meeting. Director Groeteke recommended noting the changed titles by stating what they were prior to 2022 and what the new title is effective in 2023.

President Burk entertained a motion to approve the Budget as presented with the caveat of the changes that Secretary Lindroth has proposed and for him to get with District Administrator Franz and Treasurer Thompson on changes to the definitions. Treasurer Thompson accepted the Motion. Secretary Lindroth seconded. Call for discussion, no further discussion. All in favor. The motion carried.

- (b) **Sunset Election Committee** – (Cheryl Franz, David Thompson, Dan Knox) (Campaign Committee – Randy Golden, Henry Hudson, Kathy Hudson) Report submitted in District Administrator Report. Mr. Hudson commented that they would conduct a public meeting soon.
- (c) **Financial Procedures Committee**– (David Thompson, Dan Knox, Cheryl Franz, Steve Groeteke) Nothing to report.

6. Unfinished Business:

- a. SOGS – Chief Knox will present at the November Board Meeting
- b. NLCERA – Submitted in the Chief’s Report
- c. Generator - Submitted in the District Administrator Report

7. New Business:

- a. **Lighting Project** – Presented in District Administrator Report
- b. **Agenda Discussion** – President Burk wanted to make sure the Board was comfortable with the way the agenda was being presented. Vice President Salmon liked the agenda and stated that if there was an action item he could easily go back to where it was referenced on the agenda. Treasurer Thompson suggested discussing the unfinished business and new business under the sections where they are listed on the agenda especially if there is an action taking place as some reports do not list any action items needed, but an approval is asked for during the Board meeting. Vice President Salmon agreed and suggested that all action items be placed at the end of the agenda. All action items will be placed at the end of the agenda. President Burk asked for the Chief and Alliance Coordinator to let the District Administrator know if they have an action item when submitting their reports so it can be listed on the agenda.

8. Public Comment:

Mr. Hudson thanked the Board for their support letter on the grant.

Assistant Chief Jim Perry thanked the Board for forming the Apparatus Committee.

9. Directors Comments:

Vice President Salmon shared his appreciation for the good work going on and noted the big task that the Budget Committee has as they bring the budget forward every year and thanked the committee. He recognized Operations and the work being performed on new documents that will help guide the department. He thanked the community members and new committee that is being formed as they search for new apparatus. He stated that it is an honor to be here.

Secretary Lindroth agreed with Vice President Salmon and stated that it is a pleasure to be on the Board. He shared that he attended the State Chief’s Conference in Montana and learned that getting the SAFER and AFG Grants next year may be more difficult than what we are used to getting, but they are making a third grant opportunity and they are putting in \$1bil for fire station building. He will be watching this as it would be a good source of revenue for GVFPD for an additional station. He will keep the Board updated. Secretary Lindroth mentioned that the price for new apparatus is high and used apparatus is getting harder to come by, so he stated that we need to move quickly if there is an opportunity to purchase a used piece of equipment. He is happy to work with the committee and will look at the needs of the department and do the research with the connections he has.

Director Groeteke expressed his appreciation for Operations and everything they do on calls and the Budget Committee for the work they on the budget. He is excited for the benefit that GVFPD will get from the grant discussed at the Special Board Meeting if it goes through.

(Director's Comments – continued)

Treasurer Thompson expressed his appreciation to the Budget Committee, especially Fred, and the Sunset/Campaign Committee.

President Burk shared that there continues to be a lot of moving parts and thanked everyone for the work they have done. He is very appreciative. He is looking forward for the new handbook review and SOG completion. He thanked the public for attending.

Adjournment: President Burk made a motion to adjourn the meeting at 08:20 PM. Vice President Salmon accepted the motion. President Burk seconded. Call for any further discussion, no discussion. All in favor. Meeting adjourned.

Respectfully submitted by
Cheryl Franz
District Administrator

Next Scheduled Meetings: Monday, November 14th, 2022
Board Meeting 7:00PM – in-person – Station 1