



APPROVED 7-17-2023

Glacier View Fire Protection District

1414 Green Mountain Dr. • Livermore • Colorado • 80536

June 12th at 7:00pm

Meeting was called to order at 7:00 PM

Board of Directors present: President Dave Burk, Vice President Warren Jones, Treasurer David Thompson, Secretary Lee Lamb, and Director Steve Groeteke

Fire Department members present: Assistant Chief Jim Perry, District Administrator Cheryl Franz, Captain Chris Serafin, and Ed Sather

Public members: 3

- 1. Board Positions – Board positions as accepted, moved, and approved. President - Dave Burk, accepted, motion approved 3-2. Vice President Warren Jones, accepted, motion approved 5-0. Treasurer – David Thompson, accepted, motion approved 5-0. Secretary – Lee Lamb, accepted, motion approved 5-0. Director Steve Groeteke will remain in the same position.**
- 2. Zoom – President Burk reviewed the Zoom Staff Report**
A robust discussion presented both pros and cons of the Zoom platform and a motion was made. Pros included better opportunity for participation and transparency. Cons were occasional technical difficulties and interface is important but unable to capture through video. **President Burk moved to discontinue providing Zoom option for Board Meetings unless requested by a Board member if they are traveling and allow Zoom to members of the public if requested within 24 hours of a Board Meeting. Board discussion followed about the 24-hour limit. Secretary Lamb seconded. Call for further discussion, no discussion. Motion approved 4-1.**
- 3. Minutes – President Burk reviewed the Minutes Staff Report**
Board discussion led to a format for the minutes. Options were presented in the Staff Report and the Board discussed the level of detail that should be included in the minutes. **Vice President Jones moved to direct staff to draft a Minutes Policy using pertinent points and advice that have been laid out by the attorney for the Board to adopt. Secretary Lamb seconded. Call for further discussion, no discussion. Motion approved 5-0.**
- 4. Liaisons – President Burk reviewed the Liaison Staff Report**
Board discussion followed. Little benefit was noted. **President Burk moved to drop the liaison program. Vice President Jones seconded. Board discussion followed. Call for further discussion, no further discussion. Motion approved 4-1.**

5. **Secretary's Report** - Report was submitted and made part of the Board Packet. **President Burk moved to approve the April 10th Board Meeting Minutes as presented making a change under the Chief's Report to state that the motion failed and delete the word tabled.**

(Secretary's Report – continued)

Vice President Jones seconded. Call for further discussion, no further discussion. All in Favor. Motion approved 5-0.

President Burk moved to approve the Board Meeting Minutes from May 8th, 2023, as presented. Treasurer Thompson seconded. Call for discussion, no discussion. All in favor. Motion approved 5-0.

6. **Treasurer's Report** - Report was submitted and made part of the Board Packet. Treasurer Thompson highlighted the Monthly P & L, noting the final sale of last Skidsteer implement and that the adjustment was made to the income and depreciation accounts. He reviewed the Checks Over \$1K: \$1,655.74 was issued to Encore Uniforms and Apparel for FF t-shirts, and \$1,633.07 was paid to ESO Solutions for emergency reporting. Treasurer Thompson mentioned that there was a \$100 donation made.

As the Budget Committee starts working on the 2024 Budget, a budget process presentation will be given at the July Board Meeting during the Budget Committee presentation.

President Burk moved to accept the Treasurer's Report as presented. Treasurer Thompson seconded. Call for further discussion, no further discussion. All in favor. Motion approved 5-0.

7. **Chief's Report** – Report submitted and made part of the Board Packet. Assistant Chief Jim Perry sat in for Chief Knox. Comments were made by the Board regarding the DU Mountain Campus building. Assistant Chief Perry shared the vision of the parking lot project and is currently waiting for estimates. Board discussion followed.
8. **District Administrator Report** – Report submitted and made part of the Board Packet. District Administrator Franz highlighted the discussion as submitted in the Board Packet. Board discussion followed. District Administrator Franz will have the insurance provide us with an invoice for the increased replacement value of the fire station. Treasurer Thompson and District Administrator Franz will work on a policy for excess funds from insurance claims or grant funds and bring them back to the Board. The IT project will move forward as presented but will bring back information on the Cybersecurity and reoccurring costs associated with it.

District Administrator Franz added that the newsletter was completed and sent out.

9. **Alliance Report** – (Tom Hausfeld) Report submitted and made part of the Board Packet. Tom presented the report as submitted.
10. **Committee Reports:**
 - b. **Handbook Committee** – (Cheryl Franz, Bill Salmon, Dan Knox) District Administrator Franz reported that the Non-Emergency Volunteer Handbook is with Legal for review.

(Committee Reports – continued)

c. Budget Committee – (Fred Delano, Dan Knox, David Thompson, Cheryl Franz) Fred submitted the Budget Report to the Board. He expressed his appreciation to the Board for their comments on the budget items during the meeting. Board discussion followed. See inclusion to the Board Packet.

Additional suggestions were made regarding volunteer pension, per call reimbursement, and monetary support for the Fire Chief, with no motions. A suggestion was made to put this topic on a future agenda.

d. Apparatus Committee – (Dan Knox, Jim Perry, Mike Leaverton) Assistant Chief Perry advised the Board that Tender 1 will go into the shop for maintenance because it is blowing out white smoke and could potentially be a problem. The Apparatus Committee will now reconvene and try to figure out where they want to go with a couple of apparatus, Engine 1 and Tender 1. He noted that the used market is hot with buyers and apparatus is hard to get quickly. He asked the Board for permission, based on Operation's needs, to pursue with the vendor the opportunity to send a \$5k deposit up front to hold the apparatus and be able to send people out to check out the apparatus.

Vice President Jones moved to allow the Chief's Staff to make a \$5k deposit, refundable, to a vendor that would put a hold on a potential truck purchase, and to have the ability to travel with the \$1K travel cap. Treasurer Thompson seconded. Board discussion followed. It was advised by the Board for the Apparatus Committee take a holistic look at the department and what our ideal department would look like and build our apparatus from that.
Call for discussion, no further discussion. All in favor. Motion approved 5-0.

11. Unfinished Business:

New Generator – In District Administrator report

Non-Emergency Handbook – Handbook is with Legal

12. New Business:

IT Upgrade – In District Administrator Report

13. Public Comment – Mr. Petrie suggested staying away from recycled asphalt on the parking lot project.

14. Director Comments –

Treasurer Thompson was pleased with the meeting and welcomed the new Board members.

Vice President Jones said that he was glad to be here and that it was an honor. He noted the good progress being made.

Director Groetke thanked Operations for their work and welcomed the two new Board members.

Secretary Lamb stated that he was glad to be here, it was an honor to serve on the Board, and that he was impressed with the professionalism of Operations.

President Burk thanked the public and all who attended. He noted that there are a lot of moving parts in the department and that Operations is the reason that the Board is here.

BOARD ACTIONS TAKEN:

Board Positions – approved

Zoom Meetings – approved

Minutes Procedures – approved

Liaisons – approved

Board Meeting Minutes – April 10th, 2023 – approved as amended

Board Meeting Minutes – May 8th, 2023 - approved

Treasurer’s Report - May 2023 – approved

Apparatus deposit/travel cap – approved

Adjournment: President Burk moved to adjourn the meeting at 9:23 PM. Treasurer Thompson accepted the motion. Vice President Jones seconded. Call for any further discussion, no discussion. All in favor. Meeting adjourned.

Respectfully submitted by
Berton Lee Lamb - Secretary
Cheryl Franz – Recording Secretary

PLEASE NOTE THE CHANGE IN THE JULY MEETING – 3rd MONDAY

Next Scheduled Meetings: Monday, July 17th, 2023
Board Meeting 7:00PM - in-person - Station 1