MINUTES

for

September 8, 2025

The Regular Glacier View Fire Protection District (GVFPD) Board meeting was called to order by President Lamb at 7:01pm.

Board of Directors Members present: President Berton Lee Lamb, Vice President Steve Groeteke, Secretary Warren Jones, Treasurer David Thompson, Director Henry Hudson.

Fire Department Members present: Chief Dan Knox, Community Wildfire Protection Plan Implementation Team (CWPP IT), Coordinator Tom Hausfeld, Recording Secretary Amari Victoria, Elisabeth Menning (CWPP IT), Kim Green (CWPP IT).

Public Members present: GVFPD Budget Committee Chair Fred De Lano, Dave Burk, Les Thurman.

Chief Knox presented an additional item for September 8, 2025, Board of Directors meeting agenda: Midwest Payment Plan Option selection, to be added to the New Business agenda topic.

The Board of Directors approved amendment to the September 8, 2025, GVFPD Board of Directors meeting agenda to include the Midwest Payment Plan Option topic as a NEW BUSINESS item, without dissent.

Action Director Hudson moved to approve August 11, 2025, GVFPD Board of Directors meeting Agenda, as amended, adding the Midwest Payment Plan Option topic to the New Business section of the agenda. Approved without dissent.

Swearing-In of New Members

Chief Knox asked GVFPD CWPP IT member Kim Green to position herself in front of the Board of Directors and meeting attendees, to be officially sworn in to the Glacier View Fire Protection District. Chief Knox administered the oath to complete her swearing in. All attendees of the GVFPD Board of Directors meeting expressed congratulations to Kim.

Secretary's Report

Amendments made to August 11, 2025, GVFPD Board of Directors meeting minutes were noted. Corrections to be made to Directors Comments section.

Secretary Jones briefly spoke about the entire Board of Directors' review and comment of August 11, 2025, GVFPD Board of Directors meeting minutes. Subsequent Board Member comments indicated that review of Meeting Minutes is typically per the Board Secretary's 'policy'.

Action Director Hudson moved to approve the Minutes for August 11, 2025, GVFPD Board of Directors meeting, as amended. Treasurer Thompson seconded the motion. No discussion. Motion carried 5-0.

No further report by the Secretary was given.

Treasurer's Report

A detailed Treasurer's Report is included in September 8, 2025, Board Packet.

Treasurer Thompson reviewed Treasurer's Report, beginning with the Monthly and Annual Profit &

Loss (P & L) sheets, bringing attention to account 651 EMS Training, which includes Emergency Medical Technician (EMT) training and exams and Intravenous (IV) training, account 531 Facilities, which includes the cost of power restoration repairs at Station 2, account 665 Apparatus Purchase, which includes the new apparatus (Squad 2) and lights purchase, account 698 Equipment Purchase, which includes the fire hose and air packs purchase and account 605 FF Station Supplies, which includes the new gear order.

Following this, Treasurer Thompson then talked about checks written for greater than $1000. Some of the checks included:

- #3648 $ 1,885.00 Roberts Electrical Services LLC for Station 2 power repair.
- #3651 $ 15,816.97 Frontier Upfitting for Squad 2 lights and installation.
- #3653 $ 1,525.00 Ireland Stapleton for University of Denver User Agreement review.
- #3657 $ 2,822.59 First Bank for Miscellaneous VISA credit card charges.

Board discussion:

- It was mentioned that US Bank will be merging with PNC Bank. The merger is not believed to have any effect until sometime in 2026 or later (12-18 months likely).

Action Secretary Jones moved to approve the Treasurer's Report as presented. Director Hudson seconded the motion. No discussion. Motion carried 5-0.

Chief's Report

Chief Knox's detailed report is included in August 11, 2025, Board Packet.

Chief Knox reviewed the Chief's report, beginning with the Administrative Officer's (AO's) Report and the number of calls in the previous month.

Administrative Officer (AO) Report

See report in Board Packet for detailed information.

Information in the Administrative Officer's Report was noted, including that AO Lucas attended Larimer County training for the new burn permit system, turned in paperwork for Department of Fire Protection and Control (DFPC) Grant. See report in Board Packet for more information. Chief Knox also noted that AO Lucas will be responsible for the Board Packet going forward.

Chief Knox reported that there were nine (9) calls during the month of August, eight (8) medical, and one (1) motor vehicle accident (MVA).

Operations

Chief Knox reported on the following topics:

- Larimer County extended the Stage 1 fire restrictions through September, and the National Forest has enacted Stage 1 restrictions.
- Chief Knox and Assistant Chief Perry visited the apparatus manufacturing facility to inspect and train on the units. Only minor issues were noted. A push-in ceremony is planned for some time during the month of October.
- Squad 2 is in-service and performing well. The old squad has been designated as Utility Vehicle 1 (UT1), and the CWPP IT group is using it.

- Three parties are interested in purchasing Tender 1.
- Grant work continues (details included in Chief's Report in Board Packet).
- FF Dale Eldridge is now a certified EMT. FF Tait Rauen will be testing soon.
- Amari Victoria accepted the position of Recording Secretary, with the pay scale to be the same as the AO's pay scale.
- Bylaw and handbook updates, as well as the User Agreement with University of Denver (DU) are still being reviewed by legal. The building at the DU Mountain Campus is nearly complete.
- Chief Knox will work with CWPP IT Chair Tom Hausfeld to develop a reimbursement for CWPP IT members. The merit-based reimbursement system utilized for the firefighters does not lend itself well to the CWPP IT members, and something different will have to be developed.
- The Air Curtain Burner (ACB) had been delivered to Straw Court and that burning would begin on September 9 and likely continue for three weeks.
- Chief Knox mentioned that there are eight (8) properties on Alpine Elk Ranch Road that are not currently part of the Glacier View Fire Protection District that would like to join GVFPD. The Chief estimates that the 35-acre properties have an assessed value of about $2.5 million. The reasons for the desire to become part of the GVFPD are two-fold: insurance, and peace of mind. Chief Knox is working on obtaining the required Property Owners' letters expressing interest in joining the GVFPD. A Board discussion followed, with a question as to whether any topic needs be added to the agenda yet (not yet).

Training

- Firefighter (FF) training in Loveland has begun and will continue through November 2025.

CWPP IT

A detailed CWPP IT Report is included in September 8, 2025, Board Packet.

CWPP IT Coordinator Tom Hausfeld reviewed the report included in September 8, 2025, Board Packet.

- The number of assessments completed this month is five (5), with 28 completed this year, and a total of 70. The number of assessments pending is 16, including six (6) for the Glacier View Meadows Homeowners Association (GVM HOA) buildings.
- Training on the use and refueling of UT1 has been completed. UT1 will be used by Ambassadors as well as Community Mitigation Volunteers (CMVs).
- Dakota Condon (she/her), the new Wildfire Partners Program Coordinator with the Larimer County Sheriff's Office (LCSO) attended the September CWPP IT meeting in-person. Coordinator Hausfeld mentioned that Coordinator Condon would like to hold round-table discussions with multiple CWPP groups.
- Coordinator Hausfeld spoke with the Wildfire Partners Program Coordinator Condon about the iPad software used for assessment and suggested some improvements.
- Coordinator Hausfeld presented the 'Five Years After the Cameron Peak Fire' at the Glacier View Meadows (GMV) Ecology Team's Mountain Living Lecture Series on August 12, 2025.
- The Colorado (DFPC) Air Curtain Burner (ACB) arrived on September 4, 2025. Slash burning is expected to continue for three weeks.
- Three CWPP IT members, Tom Hausfeld, Elisabeth Menning and Steve Burk will attend the Ember Alliance approved Larimer County (LC) S212 Chainsaw Certification class to be held on October 4, 5 11 and 12, 2025.
- The CWPP IT group received a $800 grant from Crystal Lakes, which will be used to purchase chaps, bar oil and fuel.

Additional item details are included in CWPP IT Report in Board Packet.

Action Director Hudson moved to approve the acceptance of the Crystal Lake Grant in the amount of $800. Treasurer Thompson seconded the motion. Motion carried 5-0.

Committee Reports

Budget Committee

A detailed Budget Committee Report (including the 2026 Budget work-to-date is included in September 8, 2025, Board Packet.

Budget Committee Chair Fred De Lano reported that the Budget Committee had met on August 27, 2025. Also, a Board of Directors Budget Committee Work Session was held on September 8, 2025, prior to the start of the regular Board of Directors meeting. Chair De Lano mentioned that there are some items in the works resulting from the Work Session, and that the (Forest Restoration & Wildfire Risk Mitigation (FRWRM) Grant was not considered in the 2026 budget.

Budget Committee Chair De Lano made no additional comment about the budget work that had been completed prior, but did add some key points:

- AO Lucas updated the propane contract, which will be $6,330 (3,500 gallons at $1.81 per gallon), less a credit of $1,183.

- The Mil Levy amount was also update by AO Lucas, with the Preliminary Assessed Valuation slightly higher than the projected 10% drop.
- Carryover to 2026 is projected at $158,7333, compared to 2025 budgeted carryover of $152,309. 2026 Budgeted carryover is $167,061.

Unfinished Business

- As reported by Chief Knox during the Chief's Report section of the GVFPD Board of Directors meeting, the Bylaws and Handbook revisions have been sent to legal for review. A response from legal is still pending.
- As reported during the Chief's Report section of the GVFPD Board of Directors meeting, the CWPP IT reimbursement policies are not yet ready for Board approval.
- Chief Knox included in the Board Packet a document entitled Staff Report for Paramedic School Costs, which detailed costs related to his Paramedic Training program. He also included a copy of the GVFPD EMT Repayment Agreement document. After reviewing the Staff Report and the EMT Repayment Agreement, the Board of Directors discussed possibilities for GVFPD to financially assist Chief Knox with his training. The result of the discussion was the following action:

Action Director Hudson moved to approve payment of $8,000 and reimbursement of $3,000 (for a total of $11,000) to Chief Knox for Paramedic training tuition, subject to the Repayment Required Conditions from the EMT Repayment Agreement. Vice President Groeteke seconded the motion. Motion carried 5-0.

New Business

- Discussion concerning the approval of the pay scale for the Recording Secretary position was unnecessary, as the Chief was directed at the August 2025 Board of Directors meeting to hire someone for the position and determine the pay scale.
- Use of funds from sale of apparatus Tender 1:
  Chief Knox included a document entitled Staff Report for Tender 1 Sale Income in the Board Packet. Chief Knox reviewed the Staff Report, after which the Board discussed the options for the expected income from the sale of Tender 1, resulting in the following action:

Action Director Hudson moved to approve of the use of the funds from the sale of apparatus Tender 1 to pay for the lights for apparatus Squad 2.

- Item concerning a Reimbursement for CWPP IT members was moved to the October 2025 GVFPD Board of Directors meeting agenda.
- Item concerning Reimbursement for Paramedic Training was acted upon in the Old Business section of the Board of Directors meeting.
- Chief Knox reviewed the email sent to him by Katie Vangsness of NCL Government Capital concerning payment to Midwest Fire for the new apparatus. Though it was believed that payment would not be due until the Certificates of Deposit (CDs) matured, since the apparatus was delivered ahead of schedule, this is not the case. The email is included as an Addendum to the GVFPD Board of Directors meeting Minutes. Katie provided three (3) options within the email for payment to Midwest Fire based on withdrawal dates for the CDs (September 9th , September 30th and November 12th), as well as description of a letter of mutual understanding that will is required for options 2 and 3. A Board discussion followed Chief Knox's review of the email,

which concluded that option 3 seemed most beneficial, though costly due to interest to be paid to Midwest Fire. The following action was taken:

Action Secretary Jones moved to approve the payment of Midwest Fire for the new apparatus using option 3 specified in an email dated September 8, 2025, received by Chief Knox from Katie Vangsness of NCL Government Capital. Vice President Groeteke seconded the motion. Motion passed 3-0-2. Treasurer Thompson and President Lamb abstained.

Public Comments

These comments are paraphrased.

- Speaking as a GVFPD member, Les Thurman commented that he feels that the contract and execution with Midwest/NCL for the new apparatus was not completely above board. He also commented that great work was being done by the staff, with great accomplishments made.
- Speaking as a GVFPD member, Dave Burk cautioned that policies should not be made for special situations, and that they should not contain the name of the person involved. He also mentioned that GVFPD should not lose sight of the fact that the new apparatus was received early, and even with the payment situation, GVFPD will have money it did not have before (about $2,500). The cost of the payment situation amounts to a very small portion of the contract amount.
- Speaking as a CWPP IT member, Elisabeth Menning commented that she agreed with Dave Burk that we received the new apparatus early. She also mentioned that the email concerning the ACB did in fact go to just Glacier View Meadows recipients, while the NextDoor app post was inadvertently sent to “All Communities”, rather than just the GVM community.
- Speaking as a CWPP IT member, mentioned that he and Fred De Lano had calculated the new apparatus payment option cost at 17.5%.
- Speaking as GVFPD Recording Secretary, Amari Victoria pointed out that she felt that no policy (special situation or otherwise) had been created or approved.

Directors Comments:

- Director Hudson expressed thanks to Chief Knox and the Emergency Medical Services (EMS) group, as well as CWPP IT Coordinator Tom Hausfeld and the CWPP IT group.
- Secretary Jones commented that a lot of great work was being done within GVFPD.
- Secretary Jones mentioned that he agrees with Dave Burk’s comment concerning the new apparatus.
- Treasurer Thompson mentioned that he also agrees with Dave Burk’s comment concerning the new apparatus.
- Treasurer Thompson also showed appreciation for Chief Knox and Assistant Chief Perry in their travels to inspect and train on the new apparatus prior to delivery.
- Vice President Groeteke expressed thanks to the Budget Committee for the good job on the 2026 GVFPD Budget.
- Vice President Groeteke expressed thanks for both the CWPP IT group, and the EMS group, as well for Chief Knox and crew for work on the process to obtain the new apparatus. Vice President Groeteke mentioned that leasing is messy.
- Vice President Groeteke mentioned that it is the responsibility of the Board of Directors to be fiscally responsible.
- President Lamb remarked that being fiscally responsible is important, thus the Budget Committee is also important.

- President Lamb commented that the AO is making really good progress.
- President Lamb mentioned that the CWPP IT group has made great strides!
- President Lamb showed appreciation for the EMS group.

Action Secretary Jones moved to adjourn the regular meeting of the GVFPD Board. Treasurer Thompson seconded the motion. Motion carried 5-0-0.

President Lamb declared the meeting adjourned at 9:12 pm.
Respectfully Submitted,

Warren Jones, Secretary and Amari
Victoria, Recording Secretary

Board Actions

- Approval to accept Crystal Lake Grant in the amount of $800.
- Approval to pay $8,000 and reimburse $3,000 ($11,000 total) to Chief Knox for Paramedic training tuition, subject to the Repayment Required Conditions from the EMT Repayment Agreement.
- Approval of use of funds from the sale of apparatus Tender 1 to pay for the lights for apparatus Squad 2.
- Approval to pay Midwest for new apparatus using Option 3 specified in email dated September 8, 2025, received by Chief Knox from Katie Vangsness of NCL Government Capital.

Acronyms

ACB – Air Curtain Burner
AO – Administrative Officer
CD – Certificate of Deposit
CWDG – Community Wildfire Defense Grant
CWPP IT – Community Wildfire Protection Plan Implementation Team
DFPC – Division of Fire Prevention and Control
DLG – Department of Local Government
DU – University of Denver
EMS – Emergency Medical Services
EMT – Emergency Medical Technician
EMTP – Emergency Medical Technician Paramedic
FF – Fire Fighter
GVFD – Glacier View Fire Department
GVFPD – Glacier View Fire Protection District (also referred to as the 'District')
GVM – Glacier View Meadows
HOA – Homeowners Association
IO – Information Officer
LC OEM – Larimer County Office of Emergency Management
NREMT – National Registry of Emergency Medical Technicians
P & L – Profit & Loss
SCBA – Self-Contained Breathing Apparatus
SIPA – Statewide Internet Portal Authority
UT1 – Utility Vehicle 1

NEXT BOARD MEETING OCTOBER 13, 2025

ADDENDUM

Gmail GVFD Chief <gvfdchief1@gmail.com>

Re: Midwest Fire / NCL Government Capital <Glacier View Fire Department>

1 message

Katie Vangsness <katiev@nclgovcap.com> Mon, Sep 8, 2025 at 12:32 PM
To: Glacier 1 <gvfdchief1@gmail.com>

Hi Dan,

Here are the options we have for payment on the two trucks from Midwest Fire (I've listed them in order of payment dates not necessarily the best financial option).

Option 1 - Pay Midwest Fire on September 9th
Value of CD on September 9th $607,159.00
Amount owed on Trucks -$607,712.00
Amount owed by Glacier View to Midwest 553.00 (there is money in escrow from the previous CD that this can be pulled from)

Option 2 - Pay Midwest Fire on September 30th
Value of CD on September 30th $608,560.12
Amount owed on Trucks -$607,712.00
Interest owed to Midwest $0.00
Money left from CD to Glacier View $848.12

Option 3 - Pay Midwest Fire on November 12th
Full value of CD on Nov. 12th $623,105.26
Amount owed on Trucks: -$607,712.00
Interest owed to Midwest: -$12,642.00
Money left from CD to Glacier View: $2,751.26

Midwest Fire will require a letter of mutual understanding to be signed by the Department for Option 2 or 3 (below is what it will include):

This letter confirms our mutual understanding regarding the two fire apparatus accepted by you on **September 5, 2025** and scheduled to ship on **September 9, 2025**.

1. **Responsibility for Equipment**
   - As of September 5, 2025, you have accepted the two fire apparatus and assume full responsibility for their custody, care, and any risk of loss or damage.
   - Any damage incurred after acceptance will be your responsibility.
2. **Payment Terms**
   - Beginning **October 1, 2025**, a daily term of **$294.00 per day** will be assessed until payment is received.
   - Full payment for both units is guaranteed by you **within forty-five (45) days of October 1, 2025 (no later than November 15, 2025).**
3. **Acknowledgment**
   - By signing this letter, you acknowledge and agree to the above terms and confirm your commitment to remit full payment as specified.

I just need to know which option your board would like to move forward with and then I can get you the appropriate paperwork for signature! It is my understanding that Midwest Fire will be moving forward with shipment of your trucks tomorrow regardless of which option you select.