



Glacier View Fire Protection District

1414 Green Mountain Dr. • Livermore • Colorado • 80536

August 9th, 2021 at 7:00pm

Meeting was called to order at 7:01 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

Fire Department members present: Chief Dan Knox, District Administrator Cheryl Franz, and Warren Jones via Zoom

Public members: 1

Confirmation that there are no changes to the agenda.

President Burk mentioned that as a thought for Steve Switzer's family, those who wanted to, could make a comment during Directors Comments.

- 1. Secretary's Report:** Report was submitted and made part of the minutes. Secretary Cunningham reported that the July Board minutes were acceptable and ready for approval with the correction of Eric Ford's name. President Burk also alerted the Board that some of the Budget review dates have changed since the meeting and he will advise of the changes during the Budget Committee Report. President Burk made a motion to approve the Board Meeting Minutes from July 12th, 2021, as presented. Vice President Golden seconded. Call for discussion. No further discussion. All in favor, the motion carried.
- 2. Treasurer's Report:** Treasurer Thompson presented the July Treasurer's Report. He reviewed the Monthly P & L and stated that our income has come in more than anticipated and therefore has increased our LCT Fees. He stated that the Firewise Expense percentage is high due to the CWPP Expense. Chief Knox stated that GVFD will be using the remainder of the funds in the Training Expense line for the EMT's and a few training opportunities coming up this Fall. Treasurer Thompson reviewed the Checks Over \$1K and acknowledge a \$500 donation from an individual donor. President Burk made a motion to accept the Treasurer's Report as presented. Secretary Cunningham accepted the motion. Vice President Golden seconded. Call for discussion, no discussion. All in favor, the motion carried.
- 3. Chief's Report:** Report submitted to Board.

Chief Knox reviewed his report submitted to the Board.

(Chief's Report – continued)

In addition to the Chief's Report, Chief Knox added that GVFD was awarded the Larimer County Supplemental Grant. He will be working on ordering the items to fill the grant award. This grant is in line with the first Larimer County Fire Grant and all purchases must be made by the end of October and submitted back to Larimer County by mid-November. This grant is a 50% match. Chief Knox stated that the purchases will show in the Budget line items necessary to complete the grant.

Chief Knox reported that two probationary members were voted in as full members, Andy Brown, and Cheryl Franz. Chief Knox stated that GVFD has 13 Full members and 9 probationary members. He noted that it takes about 50+ hours for a probationary member to become a full member. This encompasses individual and group training along with full members being available to assist in some areas.

2021 Hazard Mitigation Plan (HMP) – Chief Knox stated that the 2021 HMP was put in place in 2014 with Larimer County and is reviewed every 5 years for any changes to the District. By signing off on the HMP it allows GVFD to get assistance from Larimer County on mitigation efforts and for GVFD to receive funding or grants from Larimer County. Chief Knox recommended GVFD sign off with the document and complete the Resolution to finalize the 2021 Hazard Mitigation Plan. The Board discussed the Plan with both Chief Knox and Warren Jones. President Burk read Resolution 21-0809. Call for discussion on the Resolution. Director Salmon stated that this is really good work that Larimer County is doing, and it is necessary for GVFD to participate in the HMP as it would allow us to be funded for grants. President Burk called for a motion to approve the Resolution as read. Vice President Golden approved the motion. President Burk seconded. No further discussion. All in favor, motion carried.

4. District Administrator Report: Report submitted to Board

District Administrator Franz highlighted the Larimer County Fire Grant – Supplemental funding awarded GVFD. The total grant was for \$9,642. This is a 50% match and GVFD is being awarded \$4,821.

The Firewise Report stated total money raised during the Firewise event was \$1,471.64. District Administrator Franz expressed her appreciation to GVFD member Doug Bond and his family for the work they did for the Firewise event!

The 2022 Board of Director Election in May and the General Election in November 2022 were discussed. District Administrator Franz will check with Larimer County Elections on the General Election regarding the language for the Ballot issue that will be presented for the sunset of the 1.15 Mill Levy in 2023. Everyone was asked to think about community members that would be interested in forming a committee for the General Election. This committee will be needed to move forward in the General Election process. Chief Knox will be providing specific items of need that the 1.15 Mill Levy would contribute too.

District Administrator Franz added that she will not be in attendance at the Board meetings from September through December because of EMT Class which starts August 23rd, Monday through Thursday evenings. Secretary Cunningham will be setting up the meetings.

5. Committee Reports:

- (a) **Handbook Committee** – (Dan Knox, Dave Burk, Bill Salmon, Cheryl Franz) Chief Knox reported that the committee met and discussed the Handbook. There will be three Handbooks for the three different groups: Volunteers, Employees, and Director By-Laws. They will meet every Thursday at 1:00 PM. The timeline currently is 90 days. All committee members have received a copy of the Handbook. It was decided that the committee would work on the Volunteer Handbook first.
- (b) **Patronage Committee** - (David Thompson, Gordon Cunningham) Treasurer Thompson stated that a notebook was created for the Patronage Committee which includes the Capital Equipment Replacement Plan, the Op's requests with descriptions, and pictures to present to possible donors. Treasurer Thompson is still looking for help on the committee.
- (c) **Budget Committee** – (Dave Burk, Fred Delano, David Thompson, Cheryl Franz, Ops member) President Burk stated that the committee met on July 28th, and the Budget is on track for completion. The next meeting will be on August 25th with the hope that GVFD would have a final number on our Residential Assessment from Larimer County. This would give the committee time to prepare the best estimate on the 2022 Proposed Budget to present to the Board. On August 30th, at 7pm, there will be a Budget Workshop. The Budget Committee will present the Board with a line-by-line preview of the 2022 Proposed Budget.
- (d) **CWPP Committee** - (Warren Jones, Peter Henderson, Bill Salmon, Randy Golden) Warren reviewed his report stating that The Ember Alliance was a little behind because of the payment discussion, but they are now mostly back on track. He added that the fire scenarios are a big part of the risk assessment as it effects many different situations within our communities from weather patterns to mitigation risks, to evacuation routes. Bill Salmon is working with Corrina on a survey questionnaire. Warren added that with Crystal Lakes working on a CWPP this will hopefully provide some cooperative efforts in the future. Warren noted that the CWPP Core Team has rescheduled the August meeting to September 7th. President Burk thanked Warren for the detailed CWPP report. Treasurer Thompson noted that The Ember Alliance invoice stated, "data gathering" and requested that Warren Jones ask The Ember Alliance to provide more detailed information on their invoices as to the work performed for GVFD.
6. **Executive Session:** The Board discussed the Fire Chief position and how it has been going. The Board fully supports what the department has been doing, and they were looking for clarification so the whole Board was in agreement on the Fire Chief Position. The Board thanked Chief Knox and expressed their full support.
7. **Unfinished Business: Sunset of the 1.15 Mill Levy** – This was discussed during the District Administrator Report.

8. **New Business: CWPP Invoice** – This was discussed during the CWPP Committee Report.
9. **Public Comment:** Chief Dan Knox stated, as a member fire department, that Steve Switzer, with everything he did for the department, even before he was on the fire department Board, and for the community, he was awesome! He stated that the fire department will be getting a plaque for Steve that will be put on the memorial rock out in front of the building. There will be a memorial/presentation for him in the coming weeks.

10. Directors Comments:

Treasurer Thompson stated that he really got to know Steve when they went to a past SDA Conference. They became more than just peers working together. He appreciated Steve's guidance and steady hand on things and learned a lot from him. Treasurer Thompson shared that he also learned a lot from Steve during their friendship as well. He mentioned that he and Steve kept in contact through their friendship as long as they could. He wanted to express his appreciation and thank Britt for supporting him, he wished her all the best.

Secretary Cunningham thanked District Administrator Franz for her work and for putting together the Patronage Committee book. He has been able to use the book on a couple of potential donors and it was helpful to show them donation opportunities. He told Chief Knox that he is doing an excellent job and stated that Chief Knox has his full support as well as the rest of the Board's support. Secretary Cunningham expressed that with a heavy heart, and not knowing Steve for very long, that Steve was very levelheaded and always seemed to have an answer or a direction to take in any circumstance. He stated that Steve's family will be in our prayers.

Director Salmon stated that when coming on to the Board he saw a unanimous vote for Steve's leadership, and he soon became aware of why this was. Steve was a great man and great friend in the short amount of time that Bill got to know him. Director Salmon expressed his appreciation to Chief Knox for moving forward on a plaque for Steve. He thanked District Administrator Franz for her work performance and the detail that is put in the monthly reports. He stated that he appreciated all the Board for being able to talk well and collaborate well. Director Salmon expressed that it is an honor to be here on the Board.

Vice President Golden stated that when he is through with his time on the Board what he will be most proud of is when Steve came onto the Board. He said that once a position was available on the Board, it didn't take much and you didn't have to twist an arm, Steve was the first person he wanted to talk with. He stated that Steve was so excited for the Board position. Vice President Golden supported the idea of the plaque because Steve not only showed up for Board meetings but showed up to support the fire department in other areas. He was considered a friend. Steve and Vice President Golden played guitars together. When Steve started undergoing his second round of treatments, he would say his voice wasn't very good, Vice President Golden noted that it was loud and strong!

(Director's Comments – continued)

President Burk thanked Chief Knox and was glad that the members chose to do the plaque for Steve and said he was very appreciative. He noted that he thanked Britt for sharing Steve with us because of the way Steve put himself into this department. President Burk stated that he got a lot of counsel from Steve when Steve was President and mentioned, that when he was the Board President before, he always appreciated Steve's thoughts. He also expressed his appreciation for Steve's ability to have you consider options if you were in question about something. President Burk noticed that Steve was good at thanking people for their attendance or work that they had performed. He stated that we are better off for having had Steve as a Board member.

Adjournment: President Burk entertained a motion to adjourn the meeting. Secretary Cunningham accepted the motion. President Burk seconded. Meeting adjourned at 8:32PM.

Respectfully submitted by
Cheryl Franz
District Administrator

Next Scheduled Board Meeting: Monday, September 13thth, 2021
The Board meeting WILL BE in-person.