



APPROVED by Board 3-13-23 – changes made are highlighted in yellow

Glacier View Fire Protection District

1414 Green Mountain Dr. • Livermore • Colorado • 80536

February 13th at 7:00pm

Meeting was called to order at 7:00 PM via in-person and ZOOM

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

Fire Department members present: Assistant Chief Peter Henderson, Assistant Chief Warren Jones, District Administrator Cheryl Franz, member Art Jossart, and Ed Sather

Public members: 4

1. **Secretary's Report:** Report was submitted and made part of the Board Packet. **President Burk made a motion to approve the January 9th Board Meeting Minutes. Treasurer Thompson accepted the motion. Vice President Salmon seconded. Call for discussion. No discussion. All in favor, the motion carried.**

President Burk made a motion to approve the January 19th Board Meeting Minutes. Vice President Salmon accepted the motion. President Burk seconded. Call for discussion. No discussion. All in favor, the motion carried.

2. **Treasurer's Report:** Report was submitted and made part of the Board Packet. Treasurer Thompson highlighted the following expenditures for January: Line 552 - 4th quarter FF reimbursements in the amount of \$3,710, 668 – E1 maintenance, pump packing, and brakes in the amount of \$5,229.68, and 665 – Apparatus Purchase of \$5K for the deposit on the purchase of an engine. He highlighted the checks over \$1K, \$1,551.48 for 1st quarter payroll taxes, \$5k to Campobello for the deposit towards the potential engine purchase, \$1,605.71 to Firstbank for miscellaneous credit card purchases, and a check to Mountain View Fire Protection for \$5,229.68 for pump packing, brakes, and annual maintenance for E1.

Vice President Salmon questioned the accuracy of the Monthly Budget Report line 401 for Property Taxes and stated that it showed zero. It was noted by Treasurer Thompson and District Administrator Franz that this was the Monthly budget document and for the month of January GVFPD did not receive any property tax funding nor were we anticipating receiving any, and that is the reason for the zero budget for January property taxes. It was also mentioned that the anticipated property taxes for 2023 are represented on the Overview Budget Year-to-Date document.

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

3. District Administrator Report: Report submitted and made part of the Board Packet

District Administrator Franz stated that the Call for Nomination went out and was published in the North Forty News. The deadline for the Self-Nomination Acceptance Form from a candidate is Friday, February 24th at 3PM.

District Administrator Franz recognized the January donations from individuals and said a personal thank you to all the donors.

President Burk entertained a motion to approve the District Administrator Report as presented. Treasurer Thompson accepted the motion. Director Groeteke seconded. Call for discussion, no discussion. All in favor. The motion carried.

4. Chief's Report – Report submitted to the Board – This was moved to the end of the meeting. No addition comments were made.

5. Committee Reports:

(a) Financial Procedures Committee – (David Thompson, Dan Knox, Cheryl Franz, Steve Groeteke, Jenny Rogers) Nothing new to report

(b) Handbook Committee – (Cheryl Franz, Bill Salmon, Dan Knox)

Nothing new to report – President Burk was under the understanding that there would be a revised Non-Emergency Volunteer Handbook presented to the Board or the Handbook Committee at the March Board Meeting.

(c) Alliance Committee – (Warren Jones – coordinator) This report will show up on future Agendas after the District Administrator Report.

Warren presented his report as submitted. He added that GVFPD should hear about the Community Wildfire Defense Grant at the end of March. He talked about the Community Mitigation Specialist Volunteer group that has formed within the community and mention that this group is not connected with GVFPD in their mitigation efforts but will be assisting GVM HOA on roadway mitigation. Warren presented a Letter of Support for the Larimer County OEM Community Mitigation Grant. President Burk suggested that any Board Actions from reports be submitted in the Board Packet, so the Board has more time for review before the meeting. The Board agreed, but decided to act on the support letter as there was a time restraint for submitting the grant tied to the letter. Warren added that there is a potential for other groups or individual property owners to ask for the same letter from the fire district. Vice President Salmon suggested a Board member or the Fire Chief sign the letter. President Burk recommended that if other letters of support go out the Board should be made aware of the letter as to not be surprised if asked by a community member. President Burk reminded the Board that any Board member could individually write a support letter, but if the letter was from the District it should be brought to the Board. Vice President Salmon stated that the line of differentiation is if it encumbers the district in any way financially.

Vice President Salmon motioned that the support letter come from the Fire Chief with his signature and for any other future groups that put in for grants as long as it doesn't encumber GVFPD financially or contractually, and the Chief is free to work with his liaisons, draft a letter and send it out, then send it out in a Board Packet and submit in his Chief's Report. Secretary Lindroth seconded. Call for discussion. Director Groeteke questioned the organizational chart stating that it was approved, at a prior Board meeting, that the Alliance was at the same level as the Fire Chief, and that it should be delegated down to the Alliance Coordinator. Vice President Salmon stated that the Chief is the Executive of the Fire Department. President Burk stressed that the Fire Chief is the CEO of the Department, and that the support letter does not mention the Fire Adapted Community Alliance, so the Chief should sign such letter for the District. **No further discussion. All in favor. The motion carried.**

President Burk stated that he will have questions for Warren every month on the Alliance since it is a new program with volunteers. Currently there are 10 volunteers which is up from last month. Three will be attending a workshop at the end of February and nine will be attending a conference in April. There were no expenditures for the month of January, in February there will be the workshop expenses. President Burk presented that there was confusion with the Fire Chief signing for the Alliance budgeted items. The Board agreed that Warren, as coordinator of the Alliance, should be the one approving expenses for the Alliance. President Burk also brought up the fact that GVFPD Policy was stated as to where to assign the expenses and as of now there are no GVFPD policies related to the Alliance volunteers, no handbook has been completed and there is no insurance on this group, and he wanted to know what policy the Alliance would be following and where he could find that policy. Warren stated that GVFPD has a practice on what is paid for conferences and trainings for members, and since the Alliance doesn't have a policy, that is all he had for now. President Burk reminded the Board and Warren that the Alliance volunteers are not members. He stated that this highlights what he has been trying to get for the past six months from the Alliance. He stated that this is the embodiment of not having done that work, is the Alliance is quoting policies that are not in place. President Burk doesn't have a problem with the money coming out of the budgeted amounts for the Alliance, but the Alliance can't quote a member policy for non-members. Vice President Salmon asked President Burk what he was looking for at this point since the handbook will be provided in March. President Burk again stated that the Alliance can't quote policy that is not in place.

Treasurer Thompson also reminded the Board of the issue with insurance coverage for the Alliance volunteers who are not either the Board, employees, or FF members. As of now, GVFPD can cover the financial part of expenses, but the Alliance volunteers will have to go to the conferences or workshops on their own insurance until further notice. Warren stated that he will advise everyone who is going to the workshop or conference that they have no coverage of insurance through GVFPD. Director Groeteke suggested having a waiver to release GVFPD of any liability that a volunteer may incur while attending a training or conference in addition to a verbal agreement. Secretary Lindroth asked District Administrator Franz to contact legal. President Burk noted that logistic members in the past responded to emergencies and were covered under GVFPD insurance, but the Alliance volunteers are non-emergency support personnel and are not responding to emergencies. Secretary Lindroth would like to put on the agenda for next month the discussion item on GVFPD insurance going out to bid for different policies.

(Committee Report – continued)

Vice President Salmon motioned to approve both the registration and meal policy for the Alliance based on the precedence set by the current policy for the department, with the expectation of what is coming forward should be no difference unless we receive notice of that. Secretary Lindroth seconded with the addendum of meals being included. Call for discussion, no further discussion. All in favor. The motion carried.

- (d) Apparatus Committee – (Ron Lindroth – Liaison)** Ron reported that the deposit of \$5k for the engine was received by Chief McNeill of Campobello Fire Department. A list of things that need to be done with the engine prior to us going out there was sent. The tires are being replaced at their cost. He requested a service company review the power plant, drive trane, pump, all valves and equipment for operation as well as all electrical. He stated that that was completed, and he received a report with no deficiencies found. He is waiting for a chemical analysis to verify no contaminates or excessive ware as only a visual inspection was completed. International Service will provide a report on any warranty work or recall work that has been performed on the engine. There was discussion on the power plant in the engine, as it was noted that the Maxxforce powerplant has had problems on its life history and stated that the powerplant is questionable. He has received mixed results from various emergency vehicle inspectors that this is a wise decision to go with this powerplant. He stated that if this engine doesn't have problems now with low mileage, and we put miles on the engine and start having problems would there be a warranty or an extended warranty from international. He also questioned that if we ran into problems, how difficult would the repair be, and would the engine be covered on our insurance if it blew up or is there a replacement powerplant that could be installed. Assistant Chief Henderson added that the state of used fire trucks is dismal right now and fire truck purchases are approximately 48 months out. He stated that the committee is doing their due diligence before they commit to anything, and they will chase down every known problem that they find and provide a reasonable answer to the Board. The committee is willing to pass on the engine if it is too big of a risk for GVFPD. An additional name of an emergency vehicle inspector was given in the Board packet for the Apparatus Committee. The Apparatus Committee will keep the Board advised with emails through the District Administrator Franz.

6. Unfinished Business:

- a. **Generator** – nothing new to report
- b. **Non-Emergency Handbook** – nothing new to report

7. New Business:

Election of officers – 2023 Board Positions are as follows:

Vice President Salmon motioned to have the Board members stay in their current positions. Secretary Lindroth seconded. Call for discussion. Director Groeteke offered to assist for the Secretary position if needed. Secretary position will remain with Secretary Ron Lindroth. Board President is Dave Burk, Vice President is Bill Salmon, Treasurer is David Thompson, and Director is Steve Groeteke. **No further discussion. All in favor. The motion carried.**

Liaisons will remain the same: Vice President Salmon and Secretary Lindroth are the liaison to Chief Knox, Treasurer Thompson and Director Groeteke are the liaisons to District Administrator Franz, and Vice President Bill Salmon and Director Groeteke are liaisons to the Alliance coordinator, Warren Jones. **President Burk entertained a motion to continue liaison positions**

(New Business – continued)

as presented. Director Groeteke seconded. Call for discussion. No discussion. All in favor. The motion carried.

Committee assignments: President Burk read a letter to the Board pertaining to the 2022 Budget process and stated that he would no longer be on the Budget Committee or Handbook Committee – see attached. The Board members committee assignments are as follows.

Financial Policies Committee - Treasurer Thompson, Director Groeteke – **President Burk motioned to approve as presented. Treasurer Thompson accepted the motion. President Burk seconded. Call for discussion. No discussion. All in favor. The motion carried.**

Apparatus Committee – Secretary Lindroth – **President Burk entertained a motion to approve as presented. Vice President Salmon accepted the motion. Director Groeteke seconded. All in favor. The motion carried.**

Handbook Committee - Vice President Salmon, Director Groeteke – **President Burk motioned to approve as presented. Motion was seconded by Treasurer Thompson. Call for discussion. No discussion. All in favor. The motion carried.**

Budget Committee – Treasurer Thompson – Board discussion – tabled – The Capital Reserve and Facilities Reserve will be discussed at a future date

Slash Pile Mitigation – Assistant Henderson gave the history of the slash pile mitigation. He stated that there has been a recent change of events with the State of Colorado and their prescribed fire burn plans, stating the past burn plan had the fire district as the agency administrator even though the slash piles were on the GVM HOA property and Red Feather Highland Maintenance Association property. With the changes, both the GVM HOA and RFH Maintenance Association have assumed the agency administrator responsibility, which reduces the fire districts liability with owning the responsibility. Assistant Chief Henderson requested that the **Board make a motion to rescind the moratorium for any agent of GVFPD to be the delegated burn boss and a motion to allow Assistant Chief Henderson, as a nationally certified prescribed fire burn boss, to implement said slash pile burn operations for the 2023 calendar year.** He will take action to mitigate said slash piles and then turn over future slash pile mitigation to the FACA committee. The Board discussed further. Assistant Chief Jones stated that the HOA's would be the actual holder of the burn permits and will have to make arrangements to burn the slash piles or find an alternative to their slash pile management.

Vice President Salmon motioned to approve as presented for the 2023 calendar year. President Burk seconded. Call for discussion. No further discussion. All in favor. The motion carried.

10-year Capital Equipment Replacement Plan/20-year Facilities Plan - See documents submitted. Treasurer Thompson reviewed both plans and will bring them to the Board for approval at the March meeting. He is asking for input from Operations and noted that nothing is approved on the plan and each item will have to go to the Board for approval.

8. Public Comment:

Mr. Hudson spoke on behalf of GVM HOA stating that the HOA is interested in getting rid of the generator so they can have more storage room. President Burk asked for this to be put on the March Agenda for further discussion. Chief Knox will include in his March Chief's Report.

9. Directors Comments:

Secretary Lindroth is pleased with the work from the Apparatus Committee and is impressed with the resources that we have in our organization and thanked everyone from the Board to the volunteers.

Vice President Salmon seconded everything that has been said and thanked the Committees for their work and the HOA for getting on board with the CWPP. He thanked the Board for their work and District Administrator Franz. He was encouraged by the public members that attended the Board meeting and thanked them for their attendance. He stated that it was an honor to be here.

Director Groetke mentioned the great discussion from the Apparatus Committee and thanked them for all the work they are doing, and for being cautious on the engine as they are trying to figure out if it is workable for GVFPD. He thanked Operations for their work.

President Burk thanked everyone and shared his appreciation for their attendance. He wished Mr. Delano well and missed seeing him at the Board meeting.

BOARD ACTIONS TAKEN:

Board Meeting Minutes – January 9th, 2022 – approved

Special Board Meeting Minutes – January 19th - approved

Treasurer's Report – January 2023 – approved

District Administrator Report - approved

Board of Director Support Letter – approved

Polices set of Alliance – approved

Board of Director positions – approved

Board Liaison positions – approved

Board Member Committee Assignments – Financial, Apparatus, Handbook – approved

Board Member Committee Assignment – Budget – tabled

Board Action to lift burn moratorium – approved

Board Action to assign Assistant Chief Henderson as burn boss for 2023 – approved

Adjournment: President Burk entertained a motion to adjourn the meeting at 08:58 PM. Treasurer Thompson 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, March 13th, 2023
Board Meeting 7:00PM – in-person – Station 1

Budget Committee

Started in April and worked for 8 months to shepherd the budget through final approval in December

10 years on Board and 6 on the budget committee, this was the most convoluted and complex budget process due to

Election

Inflation

Integration of a new program

Reserves

Monthly Board briefings

Meeting weekly at times

Conducted a budget workshop and budget hearing

Dealt with late submissions and last minute Board ideas

Through all of those challenges the committee met all statutory deadlines, requirements, and filing dates

With all that work, the budget only lasted 19 days

I value my time more highly

So, after 6 years, I will no longer serve on the budget committee