



APPROVED WITH CHANGES 6-13-23

Glacier View Fire Protection District

1414 Green Mountain Dr. • Livermore • Colorado • 80536

April 10th 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 via Zoom

Absent: Ron Lindroth

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

Public members: 7

- 1. Secretary's Report:** Report was submitted and made part of the Board Packet. Director Groeteke requested that the February minutes be resent out to the Board for verification that President Burk's letter had been included in the minutes.

District Administrator Franz stated that the minutes were updated as approved by the Board at the February meeting. She noted that President Burk's letter is also included in the March Board Meeting Minutes and will be sent out to the Board for verification that the update was completed.

President Burk made a motion to approve the April 10th Board Meeting Minutes. Treasurer Thompson accepted the motion. Director Groeteke seconded. Call for discussion. No further discussion. All in favor, the motion carried.

- 2. Treasurer's Report:** Report was submitted and made part of the Board Packet. Treasurer Thompson highlighted that an Alliance Legal Budget line item was established to allow posting of a Legal expense that had been incurred in the amount of \$265. A check over \$1K was issued for a GVFPD insurance Accident/Sickness policy of \$2,381, and GVFPD received a \$200 donation.

A \$5000 check was received from Campobello Fire Department as a return on the deposit GVFPD sent to hold the fire truck for possible purchase. District Administrator Franz and Treasurer Thompson will work on getting it deducted out of the Apparatus Purchase Line item.

President Burk entertained a motion to accept the Treasurer's Report as presented. Vice President Salmon accepted the motion. Treasurer Thompson seconded. Call for discussion, no discussion. All in favor. The motion carried.

(Treasurer's Report – continued)

Treasurer Thompson reminded the Board that April was the month that GVFPD would allocate the Annual Transfers into the GVFPD Money Market Account. The three funds will be in line with the 2023 Approved Budget: Contingency Reserve \$20,000, Building Debt Reserve (1.15 Mill Levy) - \$32,496, and Capital Equipment Reserve \$100,000. Treasurer Thompson will bring forward next month a proposed change to the name of the Building Debt Reserve to Capital Facilities Reserve since the Building Debt has been paid off. District Administrator Franz will verify that this is the correct way to handle this process since the Building Debt Reserve was tied to the 1998 Ballot issue which expires in 2024. He will also bring forward the 10-year Capital Equipment Reserve and the 20-year Capital Facilities Reserve.

Preside Burk made a motion to approve the annual Money Market transfers as they were approved in the annual Budget. Vice President Salmon accepted the motion. Treasurer Thompson seconded. Call for discussion, no further discussion. All in favor, the motion carried.

- 3. Chief's Report** – Report submitted and made part of the Board Packet
Chief Knox presented his report as submitted. He added that we received a Certificate of Appreciation award from the Overland Trail Chapter by the Daughters of the American Revolution for our services during the fire seasons of 2012-2022. All mountains fire departments were given this award among others.

Chief Knox discussed moving the FACA group under the Fire Chief as Warren will be moving to the Board. Chief Knox stated that he and Warren have talked, and he has been kept apprised of the group's work progress through emails with Warren throughout the Alliance process. He feels he is capable of taking on the FACA project under the Fire Chief moving forward, and he would be the liaison between the Board and the FACA group. Chief Knox indicated that he will be stepping up his leadership role in this area and helping out with FACA. He also noted that both the support group volunteers and the FACA volunteers will be under the same handbook and the handbook is ready for review. Vice President Salmon recommended Chief Knox attend the FACA meetings and visit with them on this proposed change of FACA being moved under the Chief and to get FACA's support. Director Groetke brought up some discussion items. See attached for inclusion to the minutes. Treasurer Thompson stated that Chief Knox is the Chief Operating Officer for this department, and everything should flow through the Fire Chief, and stressed that GVFPD should not have non-emergency volunteers at the same level as the Fire Chief and emphasized that this department is the responsibility of the Fire Chief. **President Burk entertained a motion to support the Chief's recommendation as written to move the FACA group under the Fire Chief. Call for discussion, no further discussion. Vote 2 for, 2 against.** The motion failed to pass. President Burk apologized to the Chief and suggested Chief Knox bring the request back to the Board at a later date after talking with FACA.

- 4. District Administrator Report:** Report submitted and made part of the Board Packet
District Administrator Franz highlighted the SDA Board Workshop in June. She reviewed the GVFPD loss ratio as stated by our insurance company and will forward on to the Board for review.
- 5. DEO Report:** Report submitted and made part of the Board Packet. Presented as submitted.

6. **Alliance Committee – (Warren Jones – coordinator)** Report submitted and made part of the Board Packet. Warren reported as submitted.

7. **Committee Reports:**

(a) **Financial Procedures Committee** – (David Thompson, Dan Knox, **Cheryl Franz**, Steve Groeteke, Jenny Rogers) GVFPD Policies and Procedures were submitted to the Board. The Board discussed and this item will be completed and brought to a vote at the next Board Meeting. This will be a working document and will be updated as needed.

(b) **Handbook Committee** – (**Cheryl Franz**, Bill Salmon, Dan Knox) Report submitted to the Board in the Chief's Report. The Handbook has been sent out and the committee will get together for review.

(c) **Budget Committee** – (Fred Delano, Dan Knox, David Thompson, Cheryl Franz) President Burk identified the Budget Committee Members as stated.

(d) **Apparatus Committee** – (**Ron Lindroth** – Liaison, Dan Knox) Nothing new to report from Chief Knox

8. **Unfinished Business:**

New Generator – In District Administrator report

Non-Emergency Handbook – Presented under Chief's Report under Handbook Committee report.

9. **New Business:**

Insurance out to bid – In District Administrator Report

10. **Public Comment:**

Mr. Hudson stated that he does not want the FACA group to be put under the suppression of the Fire Chief and feels that the fire department should have an organization to do what the group wants to do. He doesn't feel that the group would be above anybody, and they would be there in the department structure doing their job. President Burk emphasized that he didn't envision their scope or work changing, stating it is where the Alliance group lines up in the department.

11. **Directors Comments:**

Vice President Salmon shared his appreciation for all the work by Operations, for the Board and the work they have accomplished, and to the public for showing up. He thanked District Administrator Franz for her work performed for the District. He expressed his honor to be a part of the Board and noted that the Board is here to serve the people of the community.

Director Groeteke thanked Secretary Lindroth and Vice President Salmon for their service on the Board. He shared his appreciation for Operations.

Treasurer Thompson shared his appreciation for all the work from the Alliance group.

President Burk thanked everyone on the Financial Committee and shared his appreciation to everyone's commitment and work for the District. He thanked the public for coming to the meeting.

BOARD ACTIONS TAKEN:

Board Meeting Minutes – March 13th, 2022 - approved

Treasurer's Report – March 2023 – approved

Annual Money Market Transfers – approved

FACA moved under the Fire Chief – 2 for, 2 against – failed to pass

Adjournment: President Burk entertained a motion to adjourn the meeting at 08:30 PM. Treasurer Thompson accepted the motion. Director Groeteke seconded. Call for any further discussion, no discussion. All in favor. Meeting adjourned.

Respectfully submitted by
Cheryl Franz
District Administrator

Next Scheduled Meetings: Monday, May 8th, 2023
Board Meeting 7:00PM - in-person - Station 1