



APPROVED BY BOARD 4/13/23

Glacier View Fire Protection District

1414 Green Mountain Dr. • Livermore • Colorado • 80536

March 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: Chief Knox, Assistant Chief Jim Perry, Assistant Chief Warren Jones, District Administrator Cheryl Franz, members Chris Serafin and Josh Kasik, and Ed Sather

Public members: 7

Agenda items 5 and 6 deferred to the end of the Agenda

- 1. Secretary's Report:** Report was submitted and made part of the Board Packet. Director Groeteke asked that President Burk submit his statement into the February Board Minutes. **Director Groeteke motioned that the whole letter from the Chairman be included in the minutes, at least as an attachment. Vice President Salmon seconded. Call for discussion. No further discussion. All in favor, motion carried 4 Yes - 1 No.**

The February Board minutes will be changed to reflect that President Burk's letter read at the February Board meeting was only related to the Budget Committee, and the statement will be added to the February Board minutes.

Secretary Lindroth motioned to approve the February 13th Board Meeting Minutes with the addendum discussed. 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 the following Checks Over \$1K for February: A check in the amount of \$2,750 was issued to Fire Adapted Colorado for the Alliance Training in April, and \$5,411.84 to Robert's Electrical for the final on the outside LED lighting upgrade and additional outside light install.

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

3. **Chief's Report** – Report submitted and made part of the Board Packet
Larimer County Fire Grant - President Burk entertained a motion to approve the grant application for the Larimer County Fire Grant as presented. Treasurer Thompson accepted the motion. President Burk seconded. Call for discussion. No discussion. All in favor. Motion carried.

Mutual Aid agreement with Larimer County Emergency Management – see attached
Chief Knox stated that this agreement is only with Larimer County and not the other mountain fire departments. Secretary Lindroth asked if GVFPD is required by State Law to carry Worker's Comp insurance for any volunteer fire departments. Chief Knox will look into Secretary Lindroth's question. GVFPD carries Worker's Comp insurance. Secretary Lindroth would like it stated on the agreement that Worker's Comp must be provided by agencies in the mutual-aid agreement.

President Burk made a motion to have the Chief sign the mutual-aid agreement given clarification of Secretary Lindroth's request that all agencies must have Worker's Comp and that all signature's on the document have Worker's Comp. Vice President Salmon seconded. Call for discussion. No discussion. All in favor, motion carried.

Mutual-aid agreement with all the mountain fire departments – see attached
Chief Knox stated that this agreement would include Livermore, Poudre Canyon, Crystal Lakes, and Red Feather Lakes. A Worker's Comp statement will be added to the agreement. Secretary Lindroth asked Chief Knox to clarify the payment process if we were to have an extended incident under automatic aid or mutual aid as stated in the agreement. Chief Knox will bring and updated agreement to the April meeting.

JCB Skid Loader – Chief Knox will do his due diligence in making sure that the bidding process is in line with all statutory requirements for a governmental agency and that the Skid Loader is advertised as required for selling surplus equipment. Chief Knox will be in contact with Legal. **Vice President Salmon motioned that Chief Knox research with legal on the proper procedures to liquidate the skid steer and implements, and determine the bid process for the sale, and relay back to the Board on the final sale. Treasurer Thompson seconded. Call for discussion, no further discussion. All in favor. The motion carried.**

4. **District Administrator Report:** Report submitted and made part of the Board Packet
District Administrator Franz gave an update on the bay door and building damage, and stated that the work will begin at the end of April.

RESOLUTION 2023-03-01 – Cancellation of Election - President Burk made a motion to approve the Resolution as presented. Treasurer Thompson accepted the motion. President Burk seconded. Call for discussion, no discussion. All in favor. The motion carried.

(District Administrator Report – continued)

RESOLUTION 2023-03-02 - Exemption From Audit - President Burk entertained a motion to approve, as discussed, the Resolution as presented with a correction in the second Whereas to reflect \$750,000 and the change to the executed name to Board of Director Treasurer Thompson. Secretary Lindroth accepted the motion. President Burk seconded. Call for discussion, no discussion. All in favor. The motion carried.

5. Committee Reports:

- (a) Financial Procedures Committee** – (David Thompson, Dan Knox, **Cheryl Franz**, Steve Groeteke, Jenny Rogers) District Administrator mentioned that she is continuing to develop the Financial Procedures Manual and will be calling a meeting with the committee in the next couple of weeks. She is hoping to present it to the Board for review by the April Board meeting.
- (b) Handbook Committee** – (**Cheryl Franz**, Bill Salmon, Dan Knox) Report submitted to the Board in the Chief's Report
- (c) Alliance Committee** – (**Warren Jones** – coordinator) Report submitted to Board
Warren presented his report as submitted in the Board Packet. He added that Firewise has been set for Saturday, June 24th and Kathy Hudson will be the leader for the Firewise event.

Warren asked for confirmation from the Board on the grant process. President Burk confirmed with the Board that any grants with no match could be applied for without Board approval but asked that the Board be made aware of the grant during the monthly report. If a grant is awarded the Board is required to accept the grant.

Tom Hausfeld described the Ambassador Program as someone who comes from our organization, trained in fire mitigation, and using USFS The Home Ignition brochure as a guide, to work with property owners in suggesting actions owners can take to improve fire mitigation on their property. The Alliance is working on how the volunteers will work within the organization. Tom was looking for preliminary approval of the Ambassador Program as presented in the Board Packet, and they will come back to the Board with details. **President Burk motioned to approve the preliminary Ambassador Program as presented with the caveat that the Alliance will come back at a future date with more details. Vice President Salmon seconded the motion. Call for discussion. No further discussion. All in favor. The motion carrier.**

Warren noted the article that Paul Burek submitted in the Glacier Viewpoint on Fire Mitigation in GVM regarding the mitigation starting in the GVM community.

- (d) Apparatus Committee** – (**Ron Lindroth** – Liaison) Ron reported that a final decision was made by the Apparatus Committee not to move forward with the purchase of the engine because they were unable to get adequate documentation and maintenance records from the fire department, and they had other concerns about the engine. He noted that the \$5,000 deposit will be returned to GVFPD. The committee will continue searching for another engine. The Board and Chief Knox expressed their appreciation and thanked the committee for all their work.

6. Unfinished Business:

New Generator – In District Administrator Report – It was confirmed by Chief Knox that there is a backup plan in place should GVFPD need power until the generator is installed.

Non-Emergency Handbook – Report submitted in Chief’s Report and under Handbook Committee report.

7. New Business:

Release of Liability – No further discussion

Insurance out to bid – Secretary Lindroth made a request to have our insurance put out to bid. District Administrator Franz will look into some comparisons and will bring information back to the Board in April.

Old Generator – **President Burk motioned to declare the old generator surplus equipment and allow Glacier View Meadows HOA to deal with it as they see fit. Treasurer Thompson seconded. Call for discussion, no further discussion. All in favor. The motion carried.**

- 8. Designated Election Official (DEO) – DEO Process** – Report submitted to Board – DEO Franz reviewed the election process with the Board as submitted in the Board Packet. The DEO works for the District for the Board but not any one individual and has statutory obligations and attends DEO training through Special District Association (SDA) and the Department of Local Affairs (DOLA).

9. Election Process – (Director Groeteke)

Director Groeteke read questions and answers that reflected his feelings about Secretary Lindroth’s problem with his paperwork of getting properly signed so that he would be eligible to be reelected. Questions and answers submitted and added to the March Board Packet.

All community members of the district were given an opportunity to fill out a Self-Nomination Form. The Call for nomination was published in the North 40 News and posted on the GVFPD website as of January 23rd. Self-Nomination forms were accepted until February 24th.

The Board was reminded that the rules and regulations pertaining to elections is spelled out in the Special District Association (SDA) Board Member Manual.

The Board discussed the election matter and shared attorney emails with resolve.

Treasurer Thompson moved that the email communication between the attorney be made available to the DEO. Secretary Lindroth seconded. Call for discussion. No further discussion. All in favor. The motion carried.

10. Public Comment:

No public comment

11. Directors Comments:

Secretary Lindroth reiterated his appreciation for the time he has served on the Board. He found it rewarding working with both the Board and Operations people. He wished everyone the best of support and will remain available to assist where he can when he can. He share his excitement for the Apparatus Committee, the leadership, and the mitigation work.

(Director Comments – continued)

Vice President Salmon thanked the Operations side for what they do. He thanked District Administrator Franz for her work. He appreciated the FACA Committee's substance in the amount of work being done and stated that it is now showing up in the communities. He expressed his honor to be here.

Director Groetke thanked Operations for their work, the great work going on in the Alliance and Mitigation Committee, and the effort that the Apparatus Committee put forth in the last few months.

Treasurer Thompson thanked the Apparatus Committee for all the work they have done. He appreciated the honesty and forthrightness in the decision to not purchase the engine. Treasurer Thompson shared his appreciation to Secretary Lindroth for his expertise in the fire industry.

BOARD ACTIONS TAKEN:

Board Meeting Minutes – February 13th, 2022 - approved

Treasurer's Report – February 2023 - approved

Larimer County Fire Grant - approved

Mutual-Aid Agreement - approved

Liquidation of Skid steer and Implements – approved

RESOLUTION 2023-03-01 – Cancellation of Election - approved

RESOLUTION 2023-03-02 – Exemption from Audit - approved

Ambassador Program – preliminary approval

Old Generator to Surplus Property – approved

Email Communication to DEO - approved

Adjournment: President Burk entertained a motion to adjourn the meeting at 09:12 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, April 10th, 2023
Board Meeting 7:00PM – in-person – Station 1

QUESTIONS REGARDING BOARD ELECTIONS
FOR
RON LINDROTH'S POSITION

1. Did Ron agree to fill a vacancy when he was asked to serve on the Board? YES
2. Was there any election deadline for him to have any paper work completed by other than just having it provided prior to his appointment? NO
3. Has he not attended most if not all board meetings since being appointed? YES
4. Was he not appointed by the Board to lead the search committee to locate possible replacements for the Department's primary pumper apparatus? YES
5. Has he not carried out that additional responsibility diligently? YES
6. Is he not in the middle of negotiations on a specific apparatus and been authorized by this Board to complete such purchase based on the criteria presented to the Board? YES
7. Has he indicated by reading a letter to us or any other way implying that his time is too important to continue to serve on the apparatus committee or this Board? NO
8. Has his conduct in service to the GVFPD and this Board in any way warranted his removal from the Board? NO
9. When his Self-Nomination form was received by the Administrator was he promptly notified of the incomplete signature and recommended how that could be remedied from out of state prior to the filing deadline? PERHAPS? I have not asked him.
10. If Mr. Lamb had not been recruited at the last minute to submit his form, could not Ron's position just become vacant as it was before he was appointed to fill it, and then we could have just reappointed him to continue to serve in that position? ABSOLUTELY (Read response from attorney, Michelle Ferguson.)
11. I will want Mr. Lamb to share with us if anyone contacted him to serve on this Board, or if on his own accord, he chose to come forward and make himself available as a candidate for election, not just acclamation? Perhaps someone hear knows how or if he was recruited? Lastly, why did we not recruit someone to run against Dave Thompson?

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